



## **Lostwithiel Town Council Meeting Tuesday 04 May 2021**

### **Meeting Minutes**

A virtual meeting of the Town Council was held on Tuesday 04 May 2021.

### **Councillors Present**

Mayor Hughes, Deputy Mayor Ross,  
Councillor Anders, Councillor Barrass,  
Councillor Clarke, Councillor Guiterman,  
Councillor Hatton, Councillor Henderson,  
Councillor Hensman, Councillor P Jarrett,  
Councillor T Jarrett, Councillor Lindley,  
Councillor Morgan, Councillor Sweeney  
& Councillor Wisdom

### **In attendance**

15 members of the public were in attendance.  
Town Clerk Mrs Harris and Administrative Assistant Mrs Doyle were  
in attendance.

**295/20 Apologies of Absence**

None.

**296/20 Declarations of Interest**

Mayor Hughes declared an interest in Planning Application PA21/02745

**297/20 Public Participation**

One Member of the Public addressed the Council regarding the allotments and one Member of the Public addressed the Council regarding PA21/03338 Gillyflower Farm Cott Road Lostwithiel – Temporary access and use of temporary parking area and erection of new pedestrian access to Gillyflower Golf course. The clerk confirmed to the meeting that this planning application will be on the agenda for the next meeting.

**298/20 Allotments**

It was **resolved** to move agenda item 10 – Lostwithiel Long Field and Cemetery Field to after approval of the minutes dated 22 April 2021.

**299/20 Minutes 22 April 2021**

It was **resolved** that the minutes of the virtual meeting held on 22 April 2021 are accepted, approved and duly signed by Mayor Hughes. Votes – 13 votes in favour, 2 abstentions.

**300/20 Allotments**

It was **resolved** in accordance with *Standing Order 3f*, to allow Neil Dixon to speak to the Council during this agenda item.

Votes – 15 votes in favour.

a) It was **resolved** to note the responses received from the allotment holders and to note the implications therein i.e., if existing allotment holders chose not to reserve a plot on the new field by the deadline

of 15 May all allotments not reserved after this date will be offered to residents on the allotment waiting list. The Clerk in the response to the letter from the Allotment Gardeners is asked to remind the Allotment Gardeners of the significance of the 15 May.

Votes – 15 votes in favour.

b) It was **resolved** to authorise the Clerk to select and reserve an allotment on the redeveloped site for an allotment holder currently unwell.

Votes – 15 votes in favour.

c) It was **resolved** to agree to the request received for allotment holders to be allowed to pay any outstanding rent and to be allocated an allotment on the new field subject to all outstanding rent being paid by 15 May 2021. If outstanding rents are not paid by 15 May 2021, then the Town Council will not allocate a plot on the new field.

Votes – 15 votes in favour.

d) It was **resolved** to agree to extend the opportunity to put a compensation claim into the Town Council to allotment holders whose rent was not up-to-date.

Votes – 15 votes in favour.

### **301/20 Planning applications**

a) To consider planning applications

Mayor Hughes left the meeting having declared a prior interest.

**PA21/02745 -**

17 North Street Lostwithiel  
Listed Building Consent for minor alterations, refurbishments and remedial works

It was **resolved** to support this application. However, the Town Council considers that the external colour of the paint and the design and colour of the shutters should be in keeping with other buildings in the area.

Votes – 14 in favour

Mayor Hughes re-joined the meeting.

**PA21/03337**

Land known as Bartholomew Meadow Grenville Road Lostwithiel  
Variation of conditions 7,8 and 9 on Decision Notice PA18/05607 dated 13/08/2019 for outline planning permission (all matters reserved) for the erection of up to 50 residential units to include affordable housing.

It was **resolved** not to support the variation of conditions 7,8 & 9 on Decision Notice PA18/05607 dated 13/08/2019 for outline planning permission (all matters reserved) for the erection of up to 50 residential units to include affordable housing.

Votes – 11 votes in favour,  
4 against.

b) None.

**302/20 Covid 19 risk assessments**

It was **resolved** no changes are currently required to the risk assessments.

Votes – 15 votes in favour.

**303/20 Cornwall revised Code of Conduct & Register of Interests forms**

It was **resolved** to wait until a response is received from CALC.

Votes – 15 in favour.

**304/20 Cormac Burial Service Level Agreement**

It was **resolved** to accept the agreement provided and to authorise the Proper Officer to sign the agreement for 1 May 2021 – 30 April 2022.

Votes – 15 votes in favour.

**305/20 Lostwithiel Town Council Cemetery Fees 2021**

It was **resolved** amend the Cemetery Fees to offer a free interment to children under the age of 18.

Votes – 15 votes in favour.

**306/20 Annual ROSPA play inspection reports**

It was **resolved** to accept the inspection reports and the cost implications therein.

Votes – 15 in favour.

**307/20 Lostwithiel Library**

The report was noted by the Town Council and it was **resolved** to approve that the Town Clerk contacts the library volunteers to ask if would be interested in an enhanced volunteer role with a view to re-opening the Library in July 2021.

Votes – 15 in favour.

### **308/20 Final budget report y/end 31 March 2021**

It was **resolved** to approve of the report as drafted and Councillor Guiterman ask that the minutes records the Council’s thanks to the Clerk for her diligence.

Votes – 14 in favour, 1 possible IT problem.

### **309/20 Delegation to the Town Clerk**

The actions taken by the Town Clerk were noted and it was **resolved** to ask the contractor how the moles are ‘treated’.

Votes – 15 votes in favour.

### **310/20 Accounts & Finance**

<b>Cheque Ref</b>	<b>Payee Name</b>		<b>Amount Paid</b>
101611	Biffa	Cemetery bin	£45.60
101612	Cormac	Sexton fees	£210.94
101613	ICCM	Annual corporate membership	£95.00
101614	Phoneta	Lone worker service	£12.00
101615	ROSPA	Annual inspection fees	£518.40
101616	South West Councils	Annual membership fee	£534.00
101617 & 101618 & 2 bank transfers	Salary related expenses-	Salary related expenses - February	£3,125.23
		<b>Total</b>	<b>£4,541.17</b>

It was **resolved** to approve payment of cheques 101611 – 101618 and two bank transfers.

Votes – 15 in favour.

The meeting closed at 9.30pm.

Chairman

Date