



Lostwithiel Town Council Extraordinary Meeting Tuesday 27 October 2020

Meeting Minutes

An Extraordinary virtual meeting of the Town Council was held on Tuesday 27 October 2020.

Councillors Present

Deputy Mayor Ross,
Councillor Clarke, Councillor Guiterman,
Councillor Henderson, Councillor Hensman,
Councillor T Jarrett, Councillor Lindley,
& Councillor Morgan

In attendance

One member of the public was in attendance
Town Clerk Mrs Harris and Administrative Assistant Mrs Doyle were
in attendance

123/20 Apologies of Absence

Apologies of Absence were received and accepted from the following
Councillor –
Mayor Hughes.

124/20 Declarations of Interest

Councillor Clarke declared a non-registerable interest in Agenda Item 24 – Bodmin Hill grass verge.

125/20 Public Participation

No members of the public addressed the Council.
Councillor T Jarrett joined the meeting.

126/20 Minutes 06 October 2020

It was **resolved** that the minutes of the virtual meeting held on 06 October 2020 are accepted, approved and duly signed by Deputy Mayor Ross.

Votes - 7 in favour, 1 abstention.

127/20 Planning applications

a)

PA20/07778

Down End Caravan Site, Two Trees Road, Down End, Lostwithiel
To form a new entrance onto Two Trees Road

It was **resolved** to support this application subject to the comments from Cornwall Council Highways that the applicant will need to apply for separate consent for the proposed works from Cornwall Council's Streetworks Department.

Votes – 8 in favour.

PA20/08752

5 North Street Lostwithiel
Proposed vertical slate hanging to North façade

It was **resolved** to support this application which is in accordance with the Lostwithiel Neighbourhood Plan policy EHd) using local materials.

Votes – 7 in favour, 1 against.

b) None. The Town Clerk advised that there are other planning applications received and that these will be on the agenda for the meeting on 3 November 2020.

128/20 Cornwall Association of Local Councils

It was **resolved** to instruct the Town Clerk to contact Sheryll Murray MP regarding the Planning for the Future Government White Paper consultation and to forward the revised letter as drafted.

Votes – 8 in favour.

129/20 External Audit year end March 2020

- a) It was **resolved** to note the External Auditors report for audit year end March 2020 namely that ‘On the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return (AGAR), in our opinion the information in Sections 1 and 2 of the AGAR is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.’

Votes – 8 in favour.

It was also **resolved** to note the other matters not affecting the Auditors opinion which are drawn to the attention of the authority namely ‘The smaller authority has confirmed that it has not complied with the governance assertion in Section 1, Box 5, but has provided the appointed auditor with an

adequate explanation for non-compliance and details of the action taken subsequently to address weaknesses identified. This is consistent with the conclusions drawn by the internal auditor in the Annual Internal Audit Report.'

Votes – 8 in favour.

130/20 Covid 19 risk assessments

It was **resolved** to accept the Covid 19 risk assessment for Lostwithiel King George V Outdoor Gym as drafted.

Votes – 8 in favour.

131/20 River Fowey bridge replacement

It was **resolved** to defer this item to the next Council meeting.

Votes – 8 in favour.

132/20 Remembrance Sunday

b) It was **resolved** not to hold a Remembrance Day Parade this year due to Covid19.

Votes - 8 in favour.

It was further **resolved** that all organisations are given the opportunity to lay their wreaths at a short wreath laying ceremony to be held at a time convenient to Mayor Hughes & Revd Beynon. This ceremony is to be recorded will be put on social media prior to 11am on Remembrance Sunday. If organisations do not wish to lay their wreath then the Royal British Legion representative Mr John Henderson will lay wreaths on their behalf.

Votes – 7 in favour, 1 against.

a) It was **resolved** that Mayor Hughes, if he chooses, can represent the Council at the Church Service at St Bartholomew's and that if he is unable to attend another Town Council representative can attend in his place.

Votes - 8 in favour

c)It was **resolved** to authorise a donation of £150 to the Royal British Legion for the 2020 wreath.

Votes – 8 in favour.

133/20 Library alarm

It was **resolved** to approve the required signalling changes at a cost of £90 plus VAT.

Votes – 8 in favour.

134/20 Climate/Environmental Action

It was **resolved** that Councillor T Jarrett is appointed to liaise with Holly.

Votes – 8 in favour.

135/20 Climate Change

It was **resolved** that the Town Clerk will contact Tasha Davis regarding our climate change response noting that recently our Climate Change programme has been overtaken by current events, but the Council hopes to look into it again as soon as practicable.

Votes – 8 in favour

136/20 What3words

It was **resolved** to take upload information regarding the What3words project to the Council’s Facebook and website.

Votes – 8 in favour.

137/20 Condemned bench

It was **resolved** to authorise Councillor Henderson to transport the bench to a local tip and to agree that Lostwithiel Town Council will pay any disposal costs.

Votes - 8 in favour.

138/20 Land between Quay Street car park & Coulson Park

It was **resolved** to authorise the payment of £4.00 to apply to HM Land Registry for an official search of the index map.

Votes – 8 in favour.

139/20 Council Policy Review

It was **resolved** to adopt all the revisions to the policy documents Anti-Fraud & Corruption Policy, Statement of Internal Control, Investment Strategy, Reserves Policy, Risk Management & Delegation to Town Clerk as drafted.

The Clerk was asked to correct spelling mistakes on the risk management schedule.

Votes – 8 in favour.

140/20 Lostwithiel Town Council Budget 2021-22

It was **resolved** to suggest the inclusion of the following projects and their anticipated financial requirement in the first draft of the 2021-2022 budget.

Flood Plan – £15,000 - £20,000.

Traffic Management Plan – £15,000.

Shirehall Moor - £5,000.

Heritage Walk signs - £5,000.

Horseshoe Memorial Garden revamp - £8,000.

Votes – 8 in favour.

141/20 Dogs on King George V playing field

It was **resolved** to extend the trial period by a further period of nine months, increase the signage for the public, ask the staff at the Community Centre Café to make it clear that users of the café should not allow their dogs on the playing field and to consult with the public at some point during the 9-month window.

Votes – 7 in favour, 1 against.

142/20 Cornwall's Autumn 2020 'We're Watching You' Anti-Dog Fouling Campaign

It was **resolved** to submit an application to 'We're Watching You' Anti-Dog Fouling Campaign and that Deputy Mayor Ross will try to find an Ambassador for the Campaign in order that the application form can be completed.

Votes – 8 in favour.

143/20 Delegation to the Town Clerk

It was **resolved** to note actions taken by the Town Clerk under delegated powers.

Votes – 8 in favour.

144/20 Quarterly finance report

It was **resolved** to approve the report as drafted.

Votes – 8 in favour.

145/20 For information

Councillor Guiterman's written report on the Cornwall Council Planning Conferences was circulated to Council members prior to the meeting.

Councillor Henderson advised that she had also attended these 'virtual' Planning Conferences and has helped out, in a voluntary capacity, at the Eden Project for the flu vaccinations.

The meeting closed at 9.05pm.

Chairman

Date