



**Lostwithiel Town Council Meeting
will be held
on
Tuesday 06 July 2021
at
Lostwithiel Community Centre at 7pm**

This meeting is open to the public and as such could be filmed or recorded by broadcasters, the media or members of the public. Please be aware that whilst every effort is taken to ensure that members of the public are not filmed, **the council cannot guarantee this**, especially if you are speaking or taking an active role. The council asks those recording proceedings not to edit the film or recording in a way that could lead to misinterpretation of the proceedings or infringe the core values of the council. This includes refraining from editing an image or views expressed in a way that may ridicule or show lack of respect towards those being filmed or recorded.

Housekeeping – Attendees will be advised that the meeting may be filmed or recorded.

Members and Members of the Public are asked to set device ring tones/alerts to silent

Return to physical meetings – The Covid secure capacity of the Lostwithiel Community Centre Hall will limit the number of people able to attend the meeting safely. The Council will restrict access when the room is full. Therefore, if you have any comments regarding a particular agenda item you may wish to submit these comments to the Council in writing clerk@lostwithieltowncouncil.gov.uk or if you are a member of a group you may wish to consider appointing a spokesperson.

- To receive the Cornwall Councillor Report

Meeting Agenda

1. Apologies – to receive and accept Apologies of Absence.
2. To receive from Council Members any Declarations of Interest, written requests for new DPI dispensations and declarations of any gifts or hospitality.

Members are invited to declare disclosable pecuniary interests and other (non-registerable) interests in items on the agenda as required by Lostwithiel Town Council's Code of Conduct for Members and by the Localism Act 2011.

3. Public Participation - Time allowed for members of the public to address the Council on matters on the agenda – Maximum time allowed 15 minutes.

Planning Applications & discussions – 'Whilst Members may express an opinion for or against the proposed development plans at this meeting Members minds are not closed and they will only come to a conclusion on whether they should support the scheme or offer an objection after they have listened to the full debate.'

4. To receive the minutes of the Extraordinary Council Meeting held on 15 June 2021 having previously been circulated and taken as read.

5. Planning applications-

a) To consider planning applications

PA21/05050

The Old Carriage Works Brunel Quays Great Western Village Lostwithiel
Listed Building Consent to supply and install demountable aluminium powder coated RAL7016 flood barriers to mitigate the flooding that occurs.

PA21/05318-

Land known as Bartholomew Meadow Grenville Road Lostwithiel
Modification of existing S106 Agreement dated 30 July 2019 relating to PA19/11224 to increase the affordable housing being delivered from 17 to 47 affordable homes.

PA21/05614

2 Wesley Villas Restormel Road Lostwithiel
Replacement of a section of stone retaining wall

PA21/05615

2 Wesley Villas Restormel Road Lostwithiel
Listed Building Consent for replacement of a section of stone retaining wall

PA21/05664

Nurtured Nursey St Winnow C of E School Grenville Road Lostwithiel

Extensions to existing nursery
facility

b) To consider any planning applications received since the publication of the agenda.

6. LI21-002337 Travelling Feast Boconnoc House, Boconnoc Lostwithiel – Application for on and off alcohol sales, regulated entertainment and late-night refreshment

7. Public Footpath 407/30 – to agree a response to the Informal Consultation for the proposed application to divert part of Footpath 30 in Lostwithiel at Poldew Farm under the Highways Act 1980.

8. Covid 19 risk assessments to review the following risk assessments: -

Lostwithiel Skatepark

Lostwithiel King George V MUGA

Lostwithiel King George V play area

Lostwithiel King George V outdoor gym

Coulson Park play area

Pendour Park play area

Lostwithiel Public Toilet

Lostwithiel Library courtyard click and collect service

Lostwithiel park and picnic benches

9. LEAF Lostwithiel – to consider the request received to appoint a Councillor to represent the Town Council at LEAF Lostwithiel meetings.

10. Allotments – to update Council on the exchange of correspondence relating to the tender, to review the new tenancy agreement and to discuss the weeds and in particular Himalayan balsam.

11. Castle Hill Cemetery Lostwithiel – to consider at the request of a recently bereaved family the non-parishioner burial fees charged of £2985.

12. Lostwithiel Remembrance 2021 – to consider the suggestion to purchase ‘New Tommies’.

13. Council Memorials and Dedications on Council Owned Land and Assets Policy – to consider approval of this new policy as drafted.

14. Council Expenses Policy – to consider approval of this new policy as drafted.

15. Council Vehicle and Use of Mobile Phone Policy - to consider approval of the drafted amendments.

16. Tozers – to consider renewal of the Council’s retainer at a cost of £1,500 per annum.

17. Essential Law for Cemetery and Crematorium Managers (An ICCM Publication) -to authorise the purchase of this book at £39.00 plus postage.

18. ROSPA Play Safety courses – to approve the following course and exam fees: -

Routine Visual Inspection course £260 plus VAT RPII Level 1 Exam fee £105(no VAT) – Attendee Admin Assistant

Operational Inspection course £460 plus VAT RPII Level II Exam fee £210 (no VAT) – Attendee Town Clerk

19.Accounts & Finance

a) To approve payment of the following: -

Cheque Ref	Payee Name		Amount Paid
101636 -637	Salary related	Salary related	£3,287.59

& 2 Standing Orders	expenses-	expenses-	
101638	Biffa	Cemetery bin collection and annual waste transfer note	£146.40
101639	Clarity Copiers	Copy charges	£108.00
101640	Cormac	Play inspections & Toilet door repair	£883.48
101641	DCS Pest Control (Cornwall) Ltd	Pest control King George V playing field & moles	£360.00
101642	EDF	Electric	£134.26
101643	K Hill & Partners Ltd	Grass cutting	£1543.20
101644	Hudson Accounting Ltd	Internal Audit	£350.00
101645	Printing error	Not issued	£0.00
101646	Phoneta	Lone worker	£12.00
101647	SLCC Enterprises	12 th Edition Local Council Administration	£123.80
101648	Tozers	Retainer July 2020 – June 2021	£1800.00
101649	Printing error	Not issued	£0.00
101650	Printing error	Not issued	£0.00
101651	WesternWeb Ltd	Domain, web space & content management licences	£374.40
101652	Outdoor Play People	Project retention replacement cheque for 101514	£1065.90
101653	Sandra Harris	Library stationery & moth	£80.71

		treatments	
		Total	£10,269.74

Under the Public Bodies (Admissions to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.

20. Guildhall break in – to receive a report.

S Harris

Mrs S Harris

Town Clerk

30 June 2021