



Lostwithiel Town Council Meeting Tuesday 06 July 2021

Cornwall Councillor Report

Cornwall Councillor Martin advised that his new email address is cllr.colin.martin@cornwall.gov.uk and reminded all those present that due to changes in his Cornwall Council area he now represents eight parishes.

Cornwall Councillor Martin reported that new revised planning documents have been sent to Cornwall Council for the Gillyflower application, so these will need to be looked at in the near future. Cornwall Councillor Martin said that he feels this should be the last amendments to the application that should be allowed and that a fresh application needs to be submitted if more changes are made to this application.

Meeting Minutes

A meeting of the Town Council was held in the Community Centre on Tuesday 6 July 2021 at 7pm.

Councillors present

Mayor Ross, Deputy Mayor Henderson
Councillor Anders, Councillor Guiterman
Councillor Lindley & Councillor Rawlings

In attendance

8 members of the public were in attendance

Town Clerk Mrs Harris and Administrative Assistant Mrs Doyle were in attendance.

068/21 Apologies of Absence

Apologies of Absence were sent and accepted from the following Councillors –

Councillor Barrass and Councillor Wisdom.

069/21 Declarations of Interest

None.

070/21 Public Participation

2 members of the public addressed the Council regarding Agenda Item 10 – Allotments.

1 member of the public addressed the Council regarding the Gillyflower development.

071/21 Minutes 15 June 2021

It was **resolved** that the minutes of the Town Council meeting held on 15 June 2021, are accepted, approved and duly signed by Mayor Ross.

Votes – 6 votes in favour.

072/21 Planning applications

a)

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.

It was **resolved** that Lostwithiel Town Council endorses the comments submitted by Cornwall Council's Historic Environment Planning and would respectively ask Cornwall Council to please re-consult the Town Council once the information requested by H.E.P. has been received.

Votes – 6 votes in favour.

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.

It was **resolved** that Lostwithiel Town Council supports the modification of the existing S106 Agreement dated 30 July 2019 relating to land to the south of Grenville Road known as Bartholomew Meadow Grenville Road Lostwithiel to increase the affordable housing being delivered from 17 to 47 affordable homes.

Votes – 6 votes in favour.

PA21/05614

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

It was **resolved** that Lostwithiel Town Council supports this application to replace a section of stone retaining wall.

Votes – 6 votes in favour.

PA21/05615

2 Wesley Villas Restormel Road
Lostwithiel

Listed Building Consent for replacement of a section of stone retaining wall

It was **resolved** that Lostwithiel Town Council supports this Listed Building Consent application to replace a section of stone retaining wall.

Votes – 6 votes in favour.

PA21/05664

Nurtured Nursey St Winnow C of E School Grenville Road Lostwithiel Extensions to existing nursery facility

It was **resolved** that Lostwithiel Town Council supports this application to extend the existing nursery.

Votes – 6 votes in favour.

b) None.

073/21 LI21-002337 Travelling Feast Boconnoc House, Boconnoc Lostwithiel

It was **resolved** not to comment on this application.

Votes – 6 votes in favour.

074/21 Public Footpath 407/30

It was **resolved** that Lostwithiel Town Council supports Proposal 3 as specified in Cornwall Council's Viability Report for the proposed application to divert part of Footpath 30 in Lostwithiel at 'Poldew Farm' under the Highways Act 1980 dated 02 June 2021 subject to the Highway Safety Assessment as per section 4.2.4 of the aforementioned document.

Additionally, the Town Council wishes to advise that it is of the opinion that closure of footpath 407/30 should also be considered as an option given this path no longer forms a useful function and duplicates the route offered by path 407/27.

Votes – 6 votes in favour.

075/21 Covid 19 risk assessments

The Town Clerk gave a verbal report regarding the risk assessments. It was **resolved** to note the report given and to authorise the return the swings removed from Coulson Park and King George V after all coronavirus social distancing requirements are lifted on 19 July 2021. Votes – 6 votes in favour.

076/21 LEAF Lostwithiel

It was **resolved** to appoint Councillor Barrass to provide liaison between LEAF Lostwithiel and Lostwithiel Town Council. Votes – 6 votes in favour.

077/21 Allotments

It was **resolved** to instruct the Town Clerk to contact the contractor to ask that they either guarantee the longevity of the rabbit proof fence for 13 years or if they are unable to do this, that they replace the fencing with rabbit proof fencing wire that is as specified in the tender document.

Votes – 6 votes in favour.

It was **resolved** to authorise the Town Clerk to allocate the new allotment plots advising that there could be some disruption to the use of their plot if it is situated directly next to the fencing.

Votes – 6 votes in favour.

It was **resolved** that the drafted allotment tenancy agreement should be revised to not allow any fruit trees on the allotments and that the play equipment restriction is reworded to ‘...for example but not necessarily confined to..’. It was **resolved** that with these amendments the allotment tenancy agreement is agreed as drafted.

Votes – 6 votes in favour.

It was **resolved** that Council members would remove the mature (seed spreading) Himalayan Balsam plants currently on the

allotments. It was further **resolved** to instruct a contractor to remove the young Himalayan Balsam plants and all other weeds on all the new allotment plots immediately prior to tenants taking on the plots (ideally within 7 days) and to instruct a contractor to pull all Himalayan Balsam again in 6 weeks time.

Votes – 6 votes in favour.

078/21 Castle Hill Cemetery Lostwithiel

It was **resolved** to uphold the charges for non-parishioner burial fees.

Votes – 6 votes in favour.

079/21 Lostwithiel Remembrance 2021

It was **resolved** to defer this item until after the Memorial bench has been installed.

Votes – 6 votes in favour.

080/21 Council Memorials and Dedications on Council Owned Land and Assets Policy

It was **resolved** to approve this new policy as drafted.

Votes – 5 in favour, 1 against.

081/21 Council Expenses Policy

It was **resolved** to approve this new policy as drafted.

Votes – 6 votes in favour.

082/21 Council Vehicle and Use of Mobile Phone Policy

It was **resolved** to approve the drafted amendments.

Votes – 5 in favour, 1 against.

083/21 Tozers

It was **resolved** to renew the Council's retainer at a cost of £1,500 per annum.

Votes – 6 votes in favour.

084/21 Essential Law for Cemetery and Crematorium Managers (An ICCM Publication)

It was **resolved** to authorise the purchase of this book at £39.00 plus postage.

Votes – 6 votes in favour.

085/21 ROSPA Play Safety courses – to approve the following course and exam fees

It was **resolved** to approve that the Administrative Assistant attends the Routine Visual Inspection course at a cost of £260 plus VAT and takes the RPII Level I Exam at a cost of £105 (no VAT).

It was further **resolved** to approve the Town Clerk attends the Operational Inspection course at a cost of £460 plus VAT and takes the RPII Level II Exam fee £210 (no VAT).

Votes – 6 votes in favour.

086/21 Accounts & Finance

Cheque Ref	Payee Name		Amount Paid
101636 -637 & 2 Standing Orders	Salary related expenses-	Salary related expenses-	£3,287.59
101638	Biffa	Cemetery bin collection and annual waste transfer note	£146.40
101639	Clarity Copiers	Copy charges	£108.00
101640	Cormac	Play inspections &	£883.48

		Toilet door repair	
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 treatments	£80.71
		Total	£10,269.74

It was **resolved** to approve the payment of the cheques numbered 101636 – 101653 and two standing orders.

Votes – 6 votes in favour.

The meeting closed at 9.10pm

Chairman

Date