



Lostwithiel Town Council Meeting

Tuesday 03 August 2021

Cornwall Councillor Report

Cornwall Councillor Martin advised the meeting that Network Rail have secured a further £200,000 towards the cost of the new Lostwithiel Railway footbridge. Cornwall Councillor Martin has been told that the design of the new bridge will be sympathetic to the area but he has concerns that the timeframe appears 'vague' so he will monitor progress closely.

Meeting Minutes

A meeting of the Town Council was held in the Community Centre on Tuesday 03 August 2021 at 7pm.

Councillors present

Mayor Ross, Deputy Mayor Henderson
Councillor Anders, Councillor Guiterman
Councillor Rawlings & Councillor Wisdom.

In attendance

18 members of the public were in attendance
Town Clerk Mrs Harris was in attendance.

094/21 Apologies of Absence

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

Councillor Barrass and Councillor Lindley.

095/21 Declarations of Interest

Mayor Ross declared a non-registerable interest in agenda item 9 River Joyz.

096/21 Public Participation

The Council was addressed regarding agenda item 7 Town Council allotments.

097/21 Meeting Minutes 27 July 2021

It was **resolved** that the minutes of the Extraordinary Town Council meeting held on 27 July 2021, are accepted, approved and duly signed by Mayor Ross.

Voting - 6 votes in favour.

098/21 Planning applications

a)

PA21/05143

The Old Carriage Works, Carriage Works Dental, Brunel Quays, Great Western Village Lostwithiel Listed Building Consent to install air conditioning to unit 10. The external condenser units will be covered with louvered boxes painted to match existing units and windows/doors.

It was **resolved** that Lostwithiel Town Council supports this application. Voting - 6 votes in favour.

PA21/06056- 7/8 Old Grammar School Court
Lostwithiel
Replacement external door for
communal entrance to 7/8 Old
Grammar School Court

It was **resolved** that Lostwithiel Town Council supports this application. Voting - 6 votes in favour.

PA21/06533 27 Cott Road Lostwithiel
New front entrance porch to
existing dwelling.

It was **resolved** that Lostwithiel Town Council supports this application. Voting - 6 votes in favour.

PA21/06632 Delancey House Bodmin Hill
Lostwithiel
Proposed extensions and
alterations

It was **resolved** that Lostwithiel Town Council supports this application with the proviso that the Environment Agency deems the on-site drainage plan for run-off water satisfactory.

Voting - 6 votes in favour

PA21/06667 Allwinds, Duke Street, Lostwithiel
Construction of front and side
extensions. Introduction of
external cladding to existing walls
and reroofing in similar materials

It was **resolved** that Lostwithiel Town Council supports this application. Voting - 6 votes in favour.

PA21/07525 3 Coffa Bridge Close Lostwithiel
Complete removal of dead Black
Poplar Tree which has suffered
storm damage

It was **resolved** that Lostwithiel Town Council supports this application and would like the applicant to consider, after taking advice, planting a replacement tree. Voting - 6 votes in favour.

b) None

099/21 Cornwall Council 5-day Planning Protocol for Local Councils

a) It was **resolved** in accordance with Standing Order 3f to take comments from Cornwall Councillor Martin.

It was further **resolved** to amend the drafted policy at item 10 to read as follows: -

‘10. Members of the public will be entitled to copies of the emails exchanged and how the Council voted if so requested’
and to amend a typo and to agree the remainder of the policy as drafted.

Voting - 5 votes in favour, 1 against.

b) It was **resolved** to approve the new arrangements for uploading planning applications to a new page on the Town Council’s website at a cost of £60 plus VAT. Voting - 5 votes in favour, 1 against.

100/21 Allotments

a) It was **resolved** in accordance with Standing Order 3f to take comments from allotment holders.

It was **resolved** to approve the Cemetery Field compromise proposal which included the following text: -

The Cemetery field allotment holders are given the opportunity to stay on their existing plots subject to the following: -

- a) They accept that their plot size will be reduced to make the centre path wider to allow width sufficient for a mini digger.
- b) They accept that the fencing between their plots will be removed and the plots will be marked with wood as per the new field and 1 metre paths between the allotments will be introduced.

- c) They accept that contractors will need to access their allotments and that there will be disruption caused to their plots whilst perimeter rabbit fencing is erected.
- d) They accept that it has been their request that the Council works around them so they will not be able to claim compensation for disruption caused by the new wider centre path, removal of the individual allotment fences, the new paths between allotments or due to the erection of the new perimeter fencing
- e) They accept that the work to clear the overgrown plots may cause noise nuisance and general disturbance and that they acknowledge that it has been their request that the Council works around them so they will not be able to claim compensation for disruption.
- f) Anything currently on their allotment which is not in accordance with the new Allotment tenancy is removed prior to their eviction notice being rescinded.
- g) They sign the new tenancy agreement, pay the new rent rates and give up the option to have an allotment on the new field.

and that contractors are engaged to clear the overgrown plots.

Voting 6 votes in favour.

It was **resolved**, with reference to Long Field that the whole field is cleared by contractors and reallocated.

Voting 4 votes in favour, 1 against and 1 abstention.

b) The addendum of current concerns attached to the Allotment Gardeners Report was noted by Council. It was **resolved** to instruct the clerk to purchase chains and padlocks in order that the Council can start to get improved site security in place.

c) The allotment concerns dated 09 July 2021 were noted by Council.

d) The allotment holders email dated 21 July 2021 and the response sent by the clerk were noted by Council.

101/21 Forest for Cornwall Landmark Tree Project

It was **resolved** to endorse the provisional arrangements made by the Town Clerk and to confirm that Lostwithiel Town Council wishes to apply for a celebratory Landmark tree for the Parade to plant this winter or next as a Covid 19 tree. Voting 6 votes in favour

102/21 River Joyz

Mayor Ross having previously declared a non-registerable interest left the meeting room.

It was **resolved** to instruct the Town Clerk to write to the proprietor of the business to advise that the Council does not give permission for the business to operate from Town Council land and to obtain legal advice on the following: -

1. How the Council carries out enforcement
2. If the business stays without permission what liability does the Council have due to deemed consent.

Voting 5 votes in favour

Mayor Ross re-joined the meeting.

103/21 Library

a) It was **resolved** to reopen the library with effect from September for a two-hour browsing session on Wednesdays, to continue with the outdoor click and collect service and explain the position regarding re-opening of the Library on Facebook. Voting 6 votes in favour.

b) It was **resolved** to instruct the clerk to lend the Library Lego to the Community Centre's Toddler club for the duration of the summer holidays. Voting 6 votes in favour

104/21 Highways Schemes Traffic Regulation Order amendments

It was **resolved** to note Cornwall Councillor Martin's final amendments to the yellow lines proposed Traffic Regulation Orders and the clerk was instructed to send an official thank you to

Cornwall Councillor Martin. Voting 6 votes in favour

105/21 Grounds Maintenance Contract

It was **resolved** not to instruct the spraying of the Parade or Second Island paths. Voting 6 votes in favour

106/21 Accounts & Finance

Cheque Ref	Payee Name		Amount Paid
101654 -655 & 2 Standing Orders	Salary related expenses-	Salary related expenses-	£3,287.59
101656	Biffa	Cemetery bin collection	£45.60
101657	Cormac	Salt bin	£257.77
101658	CALC	Benchmark training	£24.00
101659	K Hill & Partners Ltd	Grass cutting & allotment contract payment	£24,289.20
101660	Lostwithiel Community Centre	Room hires 2 x £91	£182.00
101661	Phoneta	Lone worker	£12.00
101662	Sandra Harris	Library stationery & Cemetery books	£42.58

101663	Source for Business	Water Edgcumbe House & Public Toilet	£30038
101664	EDF Energy Customers Ltd	Electric	£97.60
101665	Cumbria Clock Company	Clock service	£162.00
101666	Lostwithiel Community Centre	July room hire	£182.00
101667	Clarity Copiers Ltd	Copy charges	£63.22
		Total	£28,945.94

It was **resolved** to approve the payment of the cheques numbered 101654 – 101667 and two standing orders.

Votes – 6 votes in favour.

107/21 Councillor Co-option

It was **resolved** that both agenda item 14 & 15 are taken together and that

- i) the council suspends standing order 9 on the voting of appointments and adopts the following procedure for the filling of these vacancies.
- ii) That the council undertakes a written ballot of all 11 candidates where the highest polling 8 candidates will become the preferred nominees, where each member will be asked to vote for up to 8 candidates
- iii) In the event of a tie for the last seat, members will fill that vacancy by a further written ballot of the tied candidates.

- iv) The successful 8 candidates will be proposed for co-option en bloc by resolution of the council.

It was further **resolved** in accordance with Standing Order 3f to take comments from the prospective candidates present.

Following six rounds of voting by written ballot it was **resolved** to co-opt the following applicants onto the Council: -

Matt Guy, John Henderson, Pam Jarrett, John Kent, Gary Marshall-Stevens, David Micklewaite, Jack Saundry & Kathryn Townsend.

Voting 6 votes in favour.

It was further **resolved** in accordance with Standing Order 3f to take comments from a member of public.

The meeting closed at 10.20pm.

Chairman

Date