



Lostwithiel Town Council Meeting Tuesday 07 September 2021

Cornwall Councillor Report

Cornwall Councillor Colin Martin reported that there have been further revisions submitted for the Gillyflower planning application. These amendments have not been submitted as a new application and Cornwall Council has yet to decide if they will be reconsulting all Statutory Consultees on the amendments received.

Cornwall Councillor Martin then spoke regarding two items on the Council Meeting agenda namely the Bude Stratton resolution and the Bartholomews Meadow development.

Meeting Minutes

A meeting of the Town Council was held in the Community Centre on Tuesday 07 September 2021 at 7pm.

Councillors Present

Mayor Ross, Deputy Mayor Henderson,
Councillor Anders, Councillor Barrass,
Councillor Guiterman, Councillor Guy,
Councillor Henderson, Councillor Jarrett,
Councillor Kent, Councillor Rawlings,
Councillor Saundry & Councillor Wisdom.

In attendance

3 members of the public were in attendance

Town Clerk Mrs Harris was in attendance.

120/21 Apologies of Absence

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

Councillor Lindley, Councillor Micklethwaite,
Councillor Marshall- Stevens & Councillor Townsend.

121/21 Declarations of Interest

Mayor Ross declared a non-registerable interest in Agenda Item 20 River Joyz.

122/21 Public Participation

The Council was addressed regarding Planning Application PA21/07862 7 Reeds Park Lostwithiel.

123/21 Extraordinary Council Meeting Minutes 11 August 2021

It was **resolved** that the minutes of the Extraordinary Town Council meeting held on 11 August 2021, are accepted, approved and duly signed by Mayor Ross.

Votes – 11 votes in favour, one abstention.

124/21 Planning applications

a)

PA21/07532

1 Coffa Bridge Close Lostwithiel
Works to trees subject to a TPO: 4
trees in total (beech, oak & cypress)
need branches removed because
they are overhanging the roof and
driveway causing extensive damage

and an ash needs to be removed
because of disease.

It was **resolved** to support the recommendations of Cornwall
Council's Tree Officer.

Votes – 12 votes in favour.

PA21/07862

7 Reeds Park Lostwithiel
Construction of a ground floor rear
extension

It was **resolved** to support this application.

Votes – 12 votes in favour.

PA21/05968

2 Field Close Lostwithiel
Installation of window to side
elevation at first floor

It was **resolved** to support this application.

Votes – 12 votes in favour.

b) None.

125/21 Cornwall Council Licensing applications

LI21_003753

Le Minstral Wine Company
7 Queen Street
Lostwithiel

It was **resolved** to support this Licensing application.

Votes – 11 votes in favour, 1 against.

126/21 Cornwall Council Climate Literacy

It was **resolved** that the Councils pays the reduced fee of £200 plus
£30 for each additional licence.

Votes – 10 votes in favour, 2 votes against.

127/21 Cornwall Councillor Barry Jordan

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

Votes - 11 votes in favour and 1 abstention.

128/21 Bude Stratton resolution

It was **resolved** that Lostwithiel Town Council agrees with Bude Stratton Town Council and urges Cornwall Council to declare a housing crisis and to do everything in their power, including lobbying Central Government, to try to resolve this issue as soon as possible. Cornwall Council must address: -

1. The principles of Affordable Housing - they need scrutiny with a view to creating links to local earnings
2. New homes – they must be prioritised for local need and occupancy.
3. No second homes. If it is not possible to implement this then
 - a) Allow a multiplier of council tax which is passed to local communities
 - b) Scrutiny of the principle of registering houses as businesses
4. Additions to our housing stock should be delivered to high sustainable living standards and offered with secure and humane tenancy agreements.
5. Challenge the aspects of the Government's White Paper 'Planning for the Future' that relate to housing quotas including second homes being determined by Central Government and the creation of planning zones; both of which as a local Council we believe would serve to eliminate the voice of Local Councils within the planning process thereby preventing us from representing our residents and preserving our Town's distinctive character.

Votes - 11 votes in favour and 1 abstention.

129/21 St Bartholomew's Meadow

It was **resolved** to suggest the following road names (in order of preference) to Coastline Housing Ltd -

1. Bartholomews Meadow

2. St Winnow Close

3. Elizabeth II Close

Votes - 11 votes in favour and 1 abstention.

130/21 Shire Hall Moor

a) It was **resolved** to move the existing fence in by 2ft and to extend the total length of the fencing across the narrow section between the river bank edge and the footpath edge for reasons of public safety.

Votes – 12 votes in favour.

b) It was **resolved** to authorise the clerk to contact Cormac to ask them to price to move a short section of the path, in accordance with their report, closer to the South West Water Treatment works.

131/21 Lostwithiel Library

It was **resolved** to insure the risk by purchasing the Travelers CyberRisk insurance at a cost of £550.

Votes – 12 votes in favour.

It was **resolved** to delegate to the Town Clerk the authority to agree a phased re-opening of the Library with Cornwall Council.

Votes – 12 votes in favour.

132/21 Himalayan Balsam management plan

Mayor Ross thanked Councillor Guiterman, Councillor Henderson and Councillor Rawlings for their help with removing the existing Himalayan Balsam.

It was **resolved** to make the following amendments to the drafted management plan: -

a) The Council's preferred methods of control are hand pulling and cutting at ground level.

- b) In some areas it will be necessary to cut back brambles and undergrowth to enable access to the Himalayan Balsam to cut at ground level.
- c) The Himalayan Balsam should be cut at ground level and only pulled in areas where ancillary damage could be caused i.e., to the rabbit fencing.

Votes – 12 votes in favour.

133/21 Grounds Maintenance Contract

It was **resolved** to appoint the following Councillors, Mayor Ross, Councillor Barrass, Councillor Kent, Councillor Henderson and Councillor Rawlings to a working party to draft the parameters of a new Grounds Maintenance Contract for Council approval.

Votes – 12 votes in favour.

It was **resolved** to ask the working party to draft their proposals using the following overarching principles: -

- a) Maintenance of public areas so the public can still enjoy their activities unencumbered by vegetation.
- b) Proposals will be as environmentally friendly, maintaining and enhancing wildlife corridors wherever possible
- c) Spraying to only be undertaken where it cannot be avoided working towards eliminating all use of sprays
- d) Signage is purchased to identify the wildlife corridors
- e) Litter picking to mitigate adverse social media comments which reflect on the Town's reputation.
- f) The remit of the working party includes gardening and separate general maintenance.
- h) Include the toilets in the maintenance contract.
- i) Consideration is given to the merits of different delivery models i.e., preparing contracts for tender, outside staff or working with other Councils,

j) LEAF is formally approached to ask if they would consider releasing their report in draft form to the Town Council in order that Working Party Members can give consideration to including any best practices/recommendation therein in the Working Party's recommendations to Council.

Votes – 10 votes in favour, 2 abstentions.

It was **resolved** to ask the Working Party to present the first draft of their recommendations to 05 October Town Council meeting.

Voting – 10 votes in favour, 2 abstentions.

134/21 Town Council Trees

- a) The Council noted the ash die back information provided by Cornwall Council.
- b) It was **resolved** not to follow the recommendation of the Town Clerk and instruct the felling of the five ash trees. Instead, Council decided to instruct the clerk to ask Land & Heritage to inspect the five ash trees at Coulson Park, King George V playing field and Bodmin Hill.
- c) It was **resolved** to authorise a further inspection of all Lostwithiel Town Council trees by Land & Heritage Ltd.

Votes – 12 votes in favour.

135/21 Quarterly Financial Report

It was **resolved** to approve of the report provided.

Votes – 12 votes in favour.

136/21 Rialtas Business Solutions

The clerk advised Council that approve of this agenda item as drafted will contravene Financial Regulation 11.2h) 'where the value is below £5,000 and above £3,000 the clerk or RFO shall strive to obtain 3 estimates'. It was **resolved** to authorise the purchase of the following Rialtas software, associated costs and any associated hardware upgrades necessary: -

- a) Omega Financial Software including initial training & Cemetery & Memorial Management including initial training at a cost of £3,658 plus VAT
- b) Annual support and maintenance costs at a cost of £509 plus VAT.
- c) Associated hardware costs to be notified when available.

The Council having given consideration to this purchase contravening Financial Regulation 11.2h), the information provided regarding this bespoke Council software package and the observations of the Council's existing Internal Auditor.

137/21 Accounts & Finance

- a) To approve payment of the following: -

Cheque Ref	Payee Name		Amount Paid
101668	Biffa	Cemetery bin collection	£57.00
101669	Cormac	Toilet tap & door repairs	£632.95
101670	Cheque destroyed	Cheque destroyed	£0.00
101671	Phoneta	Lone worker	£12.00
101672	Cheque destroyed	Cheque destroyed	£0.00
101673	S D Rule	Guildhall door security	£60.00
101674	Source for Business	Public toilet water	£87.74
101675	Torch Fire Protection	Fire extinguisher checks	£259.63
101676	WesternWeb Ltd	Webcam & back up flash drive	£90.56
101677 -678	Salary related	Salary related	£3,289.39

& 2 Standing Orders	expenses-	expenses-	
101679	Cornwall ALC Ltd	Councillor Training	£924.00
101680	EDF Energy	Electric – car park	£169.61
101681	EDF Energy	Electric	£104.21
101682	Clarity Copiers	Copy charges	£32.36
101683	DCS Pest Control (Cornwall) Ltd	Pest control King George V	£60.00
101684	Sandra Harris	Library bags, padlocks, envelopes, key fobs, paper & pens	£92.59
101685	Lostwithiel Community Centre	Main hall room hire	£273.00
101686	SLCC Enterprises	ILCA fees Claire Doyle	£144.00
101687	Westernweb	Add planning section to website	£72.00
		Total	£6,361.04

It was **resolved** to approve the payment of the cheques numbered 101668 - 101687 plus two BACS payments.

138/21 Delegation to the Town Clerk

It was **resolved** to note actions taken by the Town Clerk under delegated powers namely: -

RoSPA annual play area inspections	£518.40
Library bags & elastic bands	£ 65.09
Office stationery & postage	£219.93
Moth products	£ 36.96
Mole treatments King George V & Cemetery	£300.00
12 th Edition Local Council Administration	£123.80

Essential Law for Cemetery	£ 32.40
Town clock service	£162.00
Public toilet tap & door repair	£632.95
Guildhall door security	£ 60.00
Fire Extinguisher checks	£259.63
Webcam & USB drive (Clerk's computer)	£ 90.56
Staff & councillor training	£ 84.00
Votes – 12 votes in favour.	

The meeting closed at 9.30pm.

Chairman

Date