



**Lostwithiel Town Council Extraordinary Meeting  
will be held  
on  
Tuesday 15 March 2022  
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 Council requests that everyone attending Council meetings wears a facemask unless medically

exempt or addressing the meeting and observes that the seating has been set out to allow for social distancing. 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](mailto:clerk@lostwithieltowncouncil.gov.uk) or if you are a member of a group you may wish to consider appointing a spokesperson.

## **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 Council Meeting held on 01 March 2022 having previously been circulated and taken as read.

5. Planning applications-

a) To consider planning applications

**PA21/00038**

Gillyflower Farm Education Centre for Horticulture, Agronomy and Cookery (including ancillary café and retail and other associated uses) 19 holiday lodges, golf reception and new access and parking arrangements.  
Land at Gillyflower Farm Cott Road  
Lostwithiel

**PA21/03338**

Gillyflower Farm Cott Road  
Lostwithiel Cornwall  
Temporary access and use of temporary parking area and erection of new pedestrian access to Gillyflower Golf Course.

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

6. Land & Heritage tree report – to consider the tree report received and to consider approval of the following: -

(i) A further inspection in June of the trees listed as needing close monitoring or an inspection in leaf. (Please refer to the list provided)

(ii) The preparation of a tree tender document for all works identified i.e., coppicing through to felling (please refer to the list provided)

7. Town Council insurance – to undertake the annual review of the Town Council's insurance policy and to approve renewal.

8. Electrical Vehicle Charger & Electric vehicle parking facility – to consider how Lostwithiel Town Council would like to take this project forward including giving consideration to using solar panels to provide the energy.
9. Lostwithiel Defibrillators – to consider the offer from FLEET and to consider approving the costs for 2 refurbished cabinets and 2 annual maintenance charges.
10. Edgcumbe House – to consider approval of the drafted text for the Newsletter, Council’s website & Facebook page.
11. Lostwithiel Rotary – to note that Mayor Ross & her Consort Richard Rule have been invited to attend Lostwithiel Rotary’s President’s night
12. Accounts & Finance
  - a) To approve payment of the following: -

<b>Cheque Ref</b>	<b>Payee Name</b>		<b>Amount Paid</b>
101775	Lostwithiel Rotary	Donation to Lostwithiel in Bloom (Lostwithiel in Bloom does not have its own bank account and the flowers and planters are provided under the umbrella of Lostwithiel Rotary)	£200.00
101776	SLCC	Clerk’s annual membership	£270.00
101777	Zurich Insurance	Annual insurance premium.	£4,687.64

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.

Closed session

13. Second Island – to note the correspondence circulated.
14. Cornwall Council Town Vitality funding grant offer – to consider the advice obtained from the Council’s solicitor.
15. Council Audit assertions 2021 – to receive an update.
16. Staffing Committee – to consider the following Committee recommendations: -
  - a) Payment of the now overdue additional pension contributions of £1,800 (£900 per annum) noting that the Staffing Committee is requesting a full breakdown to explain how the figure is calculated and where Lostwithiel’s additional contribution sits with other Town & Parish Councils.
  - b) A cash payment in lieu of TOIL to the Town clerk for 106.25 hours.

*K Ross*

Councillor Karen Ross  
Mayor of Lostwithiel  
09 March 2022

