



**Lostwithiel Town Council Meeting
Tuesday 01 March 2022**

Grahame Mace Devon & Cornwall Police – Cyber Protect

Not present

Barrie Roper Lostwithiel Community Speed watch

Mr Roper as Co-ordinator of Lostwithiel Speed Watch made a presentation to Council regarding the aims, objectives and achievements of the Community Speed watch small team of volunteers. He advised that where communities have installed average speed systems the speeding problem has disappeared overnight. Mr Roper is always looking for new volunteers and the sessions are only half an hour in duration and always in daylight. All sessions are pre-booked with the Police so volunteers are fully insured and indemnified. Anyone wishing to volunteer was asked to contact Mr Roper or to collect an information pack from Lostwithiel Library.

Cornwall Councillor Report

Not present

Meeting Minutes

A meeting of the Town Council was held in the Community Centre on Tuesday 1 March 2022.

Councillors Present

Mayor Ross,
Councillor Anders, Councillor Barrass
Councillor Guiterman, Councillor Henderson,
Councillor Jarrett, Councillor Kent,
Councillor Marshall-Stevens, Councillor Rawlings,
Councillor Saundry & Councillor Wisdom

In attendance

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

286/21 Apologies of Absence.

Apologies were received and accepted from the following
Councillors: -
Deputy Mayor Henderson, Councillor Guy & Councillor Townsend.

287/21 Declarations of Interest

Mayor Ross declared a non-registerable interest in Agenda Item 21,
Edgumbe House
Councillor Barrass declared pre-determination regarding Agenda
Item 8 Planning application Number PA21/00038.
Councillor Guiterman & Councillor Rawlings declared non-
registerable interests in Agenda Item 8 Planning application Number
PA21/00038.
Councillor Saundry declared a non-registerable interest in Agenda
Item 22 Lostwithiel Rotary

288/21 Public Participation

The Council was addressed regarding planning application
PA21/00038.

289/ 21 Meeting Minutes 01 February 2022

It was **resolved** that the minutes of the Town Council Meeting held on 01 February 2022 are accepted, approved and duly signed by Mayor Ross. Votes – 11 votes in favour.

290/21 Heritage Buildings Committee 18 January 2022

It was **resolved** to adopt the Heritage Buildings Committee Minutes dated 18 January 2022. Votes – 11 in favour.

291/21 Heritage Buildings Committee 15 February 2022

This agenda item was deferred until the next Council Meeting. Votes – 11 in favour.

292/21 Staffing Committee 08 December 2021

It was **resolved** to adopt the Staffing s Committee Minutes dated 08 December 2021. Votes – 9 in favour, 1 against & 1 abstention.

293/21 Planning applications

a)

Councillor Barrass having previously declared pre-determination and Councillors Guiterman & Rawlings having previously declared non-registerable interests left the meeting room.

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

It was decided to defer consideration of this agenda item until after outstanding information/reports have been forwarded to Lostwithiel Town Council and uploaded to Cornwall Council's website.

Councillors Barrass, Guiterman & Rawlings re-joined the meeting.

PA22/00269

Dower House Antiques, The Dower House 22 Fore Street Lostwithiel
Listed Building Consent
(Retrospective) Removal of an internal studded wall (plasterboard and timber frame)

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

Votes –11 votes in favour.

PA22/00568

9 The Old Carriage Works Brunel Quays Great Western Village
Lostwithiel
Listed Building Consent to internal office space including removal of partitions to create a larger staff room, formation of a new changing room and office.

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

Votes –11 votes in favour.

PA22/01167

21 Trewithan Parc Lostwithiel Tree works to trees subject to a TPO namely: T1 Beech tree – 5m crown lift, T2 Grey Poplar – Tree removal, T3, T4 & T5 – Grey Poplar Tree removal (T4 & T5 are one grey poplar tree that has forked)

It was **resolved** to support the removal of the trees listed subject to any comments made by Cornwall Council's Tree Officer.

Votes – 10 votes in favour, 1 against.

PA22/01658

12 Grenville Meadows Lostwithiel
Proposed single storey rear

extension and alterations to front porch

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

Votes – 11 in favour.

b) None.

294/21 Lostwithiel Museum

It was **resolved** to agree to the request from the Museum for a letter of support for their Tresorys Kernow bid to print booklets promoting the 1644 Battle of Lostwithiel & walks in and around Lostwithiel and their aspiration for a Heritage Centre centred on promoting the Battle of Lostwithiel. Votes – 10 votes in favour, 1 against.

295/21 Lostwithiel speed watch

It was **resolved** to formally note and endorse the aims and objectives of Lostwithiel Community Speed watch and to thank Mr Roper for his informative presentation. Votes – 11 votes in favour

296/21 Parade section of Flood defence wall

It was **resolved** to instruct the clerk to ask the Environment Agency for a list of suggested contractors. Votes – 11 votes in favour.

297/21 Lostwithiel Town Council play areas

It was **resolved** to note that routine play area inspections will no longer be undertaken on Lostwithiel Town Council owned play areas and to instruct the clerk to appoint Andrew Inglefield as the Council's Operational Play Area Inspector and to ask Mr Inglefield to undertake fortnightly inspections until 31 March 2022 and weekly inspections for the period 01 April 22- 30 September 2022 reverting to fortnightly inspections 01 October 22- 01 March 23 at a charge of £75.00 per visit plus £5 per visit to empty the bin at Pendour Park play area.

It was noted by Council that this was contrary to the advice from the Proper Officer who recommended to Council, in the absence of all routine inspections, weekly inspections.

Votes – 7 in favour, 4 against.

298/21 Lostwithiel Toilet

Deputy Mayor Henderson joined the meeting.

It was **resolved** to instruct the clerk to make enquiries if it would be possible and how much it would cost to remove the toilet charging mechanism and replace it with just a timer facility (so that the toilet can be kept locked shut at night). The new mechanism would need to be compatible with sensor lights, mechanical fans, a slow closer arm on the door and a more robust lock as the current lock is not fit for purpose.

Votes – 9 in favour, 2 abstentions. (Deputy Mayor Henderson didn't vote having joined the meeting part way through the agenda item)

299/21 Allotments

It was **resolved** to replace the provisional order for a 10ft container with an order for a 20ft container at a cost of £3,500 plus £120 delivery charge (Both figures excluding VAT).

Votes – 12 votes in favour.

300/21 Council Maintenance working party

- (i) It was **resolved** to approve (excluding the item listed for Poldew Woods) the immediate actions of the issues identified as Health & Safety issues in the Excel spreadsheet circulated by Councillor Rawlings on 20/2/22 at 14.41

Votes – 12 votes in favour.

- (ii) It was **resolved** to approve the drafting of tender documents for all other items listed as red or amber (excluding the item

listed for Poldew Woods) in the Excel spreadsheet circulated by Councillor Rawlings on 20/2/22 at 14.41

Votes – 12 votes in favour.

(iii) It was **resolved** to add the following to the routine maintenance list and approve the revised list

- Weekly – check of car park for abandoned vehicles
- Weekly – clarification that all areas of LTC responsibility include land & buildings
- Annually – ROSPA inspection of all play equipment

Votes – 12 votes in favour.

301/21 Council Gardening specification

(i) It was **resolved** to approve all revisions made to the tender document by the Town Clerk in light of comments during the discussion at last month's meeting and to add on page 5 'and minor contract variations'.

Votes – 12 votes in favour.

(ii) It was **resolved** to approve the maps and annotations.
Votes – 12 votes in favour.

(iii) It was noted that the current contractor has agreed to extend the existing contract until 01 June 2022.

302/21 Platinum Jubilee Beating of the Bounds

It was **resolved** to arrange a Beating of the Bounds event on Sunday 01 May 2022 & Bank Holiday Monday 02 May. It was noted that Mayor Ross is unable to participate and that Deputy Mayor Henderson, Councillor Barrass & Councillor Jarrett hope to be in attendance on both days. It was suggested that publicity material for the event should be forwarded to both primary schools. Votes – 12 votes in favour.

303/21 Flood Plan

Mayor Ross gave a verbal report on the Flood Training held on 17 February 2022 and advised the Council that 9 new Flood Wardens have come forward. It was **resolved** to authorise the purchase of new PPE. Votes – 12 votes in favour.

304/21 Lostwithiel in Bloom Platinum Jubilee flowers

It was **resolved** to make a donation of £200 to the floral displays. Votes – 12 votes in favour.

305/21 SLCC Annual membership

It was **resolved** to pay the Town clerk's annual membership fee to SLCC at a cost of £270. Votes – 12 votes in favour.

306/21 Edgcumbe House

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

It was **resolved** to accept the offer from Councillors Guiterman & Jarrett to prepare and circulate text for Lostwithiel Newsletter and the Council's website and Facebook page.

Mayor Ross re-joined the meeting.

307/21 Lostwithiel Rotary

Councillor Saundry having previously declared a non-registerable interest left the meeting room.

It was **resolved** to grant approval for the following Lostwithiel Carnival events: -

a) King George V playing field

Sunday 24 July – Charity Fete Day – 8am set-up 7pm clean-up

Monday 25 July – Six a side cricket – 2pm set-up 10.30pm clean-up

Tuesday 26 July – Rounders – 4.30pm set-up 10.30pm clean-up

Wednesday 27 July – Pram race through town, set-up King George V 4.30pm clean-up 8.30pm

Friday 29 July – Football – set-up 4.30pm clean -up 10pm

Saturday 30 July – Carnival Parade – set -up of floats and procession 3pm clean-up 10pm.

b) Coulson Park

Thursday 28 July – Raft race – construction of rafts at Coulson Park – timings tide dependant

subject to no access to the playing field being granted if there is a period of heavy rain prior to 24 July and if access to the field is granted no vehicles being driven across/on the football pitch.

Votes – 11 votes in favour.

Councillor Saundry re-joined the meeting.

308/21 Moles

It was **resolved** to note that the existing mole contractor does not have sufficient capacity to cover the additional areas of land and will continue to cover Castle Hill Cemetery & King George V playing field only and to increase the financial amount of the existing delegated power to the clerk to appoint an alternative mole contractor for Pendour Park, Second Island Park, Tudor Bridge picnic area, Quay Street grass & Coulson Park.

Votes – 8 votes in favour, 4 abstentions.

309/21 Accounts & Finance

Cheque Ref	Payee Name		Amount Paid
Direct Debit	Biffa	Cemetery bin collection	£62.64
101763	Clarity Copiers Ltd	Copy charges	£12.00
101764	Cormac	Sexton services, cleaning library &	£1,627.39

		toilets.	
101766	EDF	Electric	£327.46
101768	Lostwithiel Community Centre	Room hires	£182.00
101769	Phoneta	Lone worker service	£12.00
101770	Source for Business	Public toilet & Edgcumbe House water and sewage charges	£106.48
101771	UK Safety Management	PAT testing	£241.67
101772-773 & 2 Standing Orders	Salary related expenses-	Salary related expenses-	£3,437.52
		Total	£7,987.48

It was **resolved** to approve the payment of cheques 101763, 101764, 101766, 101768 – 101773, plus 2 BACS payments and one direct debit.

Votes – 12 votes in favour.

All closed session items were deferred to a future meeting.

The meeting finished at 9.10pm.

Chairman

Date