



**Lostwithiel Town Council
will be held
on
Tuesday 03 May 2022
at
Lostwithiel Community Centre at 7.15pm**

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 – Please observe 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 or if you are a member of a group you may wish to consider appointing a spokesperson.

- To receive the Cornwall Councillor Report
- Presentation by Michelle Nineham – Really Lovely Projects

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. Planning applications-
 - a) To consider planning applications

PA22/02667	29 Summers Street Lostwithiel 'Variations to current dwelling' with variation of Conditions 2 of decision notice PA21/05899 dated 22/12/21
PA22/03035	15 Grenville Road Lostwithiel Single storey extension
PA22/03194	Restormel Farm Access to Restormel Farm Lostwithiel Full refurbishment and sub-division of Grade II Listed Farmhouse with first floor extension to rear elevation. This application relates to Crown land.
PA22/03195	Restormel Farm Access to Restormel Farm Lostwithiel Listed Building Consent for Full refurbishment and sub-division of Grade II Listed Farmhouse with first floor extension to rear elevation. This application relates to Crown land.
PA22/03333	Vacant land off Duke Street Lostwithiel Erection of new dwelling on previously vacant land giving planning consent for a single dwelling
PA22/03807	15 Castle View Lostwithiel Single-storey mono pitched side extension

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

- c) To receive a verbal report from Councillor Wisdom regarding PA21/00038 Land at Gillyflower Farm Cott Road Lostwithiel following the Cornwall Council's Strategic Planning Committee Meeting on Thursday 14 April.
 - d) To note decisions taken under the Local Council 5-day Protocol.
5. Cornwall Association of Local Councils & National Association of Local Councils – to consider renewing Lostwithiel Town Council's membership at an annual cost of £696.96 plus VAT (CALC) and £174.59 no VAT (NALC).
 6. Cornish Platinum Jubilee Parade – to consider the invitation received and specifically the request to consider a proposal to support the group to travel to Truro to take part in the Parade or to create a banner (or some such) which describes the Parish to carry in the Parade.
 7. Platinum Jubilee Celebrations – to consider the following: -
 - a) the 4-day drafted timetable
 - b) the hire of a big screen at a cost of £1,750 plus VAT
 - c) the purchase of a Royal British Legion Platinum Jubilee Flag for the Parade flag post 5ft x 3ft (1.5m x 0.9m) at a cost of £15.99
 - d) the Mayor & Deputy Mayor to attend the Church service on Sunday 05 June in full regalia.
 - e) the clerk to apply for any licences/consents necessary and to modify and agree any amendments to the Council's insurance policy to cover the event.
 - f) to agree that Mayor Ross can liaise with Really Lovely Projects and other organisations regarding joint publicity for the weekend events
 8. Platinum Jubilee Celebrations – to further consider the request from Really Lovely Projects to charge for one Jubilee event to be held on the Parade.

9. Lostwithiel Is – Arts Trail – to consider the request received to hire the Parade from 09-12 June to display artworks, hold talks & gatherings in and around the community tent.
10. Lostfest – to consider the request received to hire the Parade & King George V playing field on 18 June
11. Lostwithiel Parade events – to consider if Lostwithiel Town Council wishes to contribute towards the costs for the hire of the portaloos from 02/06/2022 – 30/06/2022 £840 plus VAT.
12. Really Lovely Projects – to consider the request received to reinstate the arrangements agreed last Summer namely: -
 - a) Really Lovely Projects hires the Parade for the summer at no charge to Really Lovely Projects
 - b) Really Lovely Projects (via an online booking system with no hire/booking fees) hires out the Parade to Lostwithiel based non-profit organisations
 - c) Really Lovely Projects are responsible for ensuring that all persons/organisations hiring the Parade adhere to all Town Council site specific requirements i.e., no vehicles on the Parade.
 - d) Really Lovely Projects confirms with the Town Council that it will provide insurance cover for all the events for which it takes bookings and will provide a copy of their insurance to the Town Council office.
 - e) Really Lovely Projects will ensure that all events already approved by the Town Council can go ahead on the Parade.
13. Lostwithiel Community Centre – to consider the request received to hire the King George V playing field on 30 July for sponsored football matches with the children in Kixx and the men's 1st & 2nd teams.

14. Lostwithiel Town Team website – to consider the request received from the Town team to meet the immediate costs of £555 plus VAT to set up a new website.
15. Lostwithiel Town Team - Cornwall Council Town Vitality Grant Offer – Sustainable Traffic & Travel Plan project Grant Offer – to note that the Town Team does not wish to make any amendments to the offer letter and to formally agree to act as the accountable body for the funding in accordance with the Terms & Conditions provided and to authorise the signing of the Grant Offer letter.
16. Lostwithiel Defibrillators – to consider (in addition to the £190 plus VAT annual Maintenance fee agreed at the April Council meeting) the costs to transfer each defibrillator across to the Duchy Defibrillator app £350 (per defib).
17. National Association of Local Councils – to consider if Lostwithiel Town Council wishes to respond to the NALC Smaller Councils Committee Chair’s letter regarding services and issues to be addressed.
18. Cornwall Council Burial Service Level Agreement – to consider if Lostwithiel Town Council wishes to approve a new SLA for the period 01 May 2022 – 30 April 2023
19. Lostwithiel Library – to authorise the clerk to complete the Self billing invoice.
20. Lostwithiel Cemetery field allotments – to consider the request received on 10 April 2022 from one allotment holder to be allowed to continue on their existing Cemetery field allotment. (The Council asked all allotment holders to notify the Council office by 01 March 2022 if they wished to stay on their existing allotment.).
21. Annual Parish meeting – to note that the Annual Parish meeting will be held on Tuesday 31 May at Lostwithiel Community Centre at 7pm.

22. Year End Financial Report – to consider approval of the report as drafted.
23. Annual Budget – to resolve to carry forward the earmarked reserves as listed.
24. Withiel Commercials – to consider the request received for payment in full prior to delivery which is contrary to Financial Regulation 5.3.
25. Accounts & Finance
- a) To approve payment of the following: -

Cheque Ref	Payee Name		Amount Paid
Direct Debit	Biffa	Cemetery bin collection	£50.11
Direct Debit	Biffa	Annual litter bin contract Rose Hill & Skate Park	£561.60
101800	Cormac	Play area repairs	£3,843.94
101801	EDF	Electric	£149.08
101802	A Inglefield	Play inspections.	£75.00
101803	Lerryn Area Minibus Association	Beating of the Bounds Minibus hire	£70.00
101804	M Mansfield	Grenville Road trough repairs	£113.82
101805	Phoneta	Lone worker service	£12.00
101806	Playsafety Limited	Annual play area inspections	£529.20
101807	South Western Tarmac	Car park potholes	£1250.00
101808	South West Water	Public toilet	£95.79

101809	Sandra Harris	Beating of Borough Bounds badges	£80.24
101791-92 & 2 Standing Orders	Salary related expenses-	Salary related expenses-	£5,970.33
		Total	£12,801.11

26. Councillor Co-option – to note that the remaining vacancy has been re-advertised with a closing date of Tuesday 24 May 2022.

S Harris

Mrs S Harris
Town Clerk
26 April 2022