



**Lostwithiel Town Council  
Annual Meeting  
Tuesday 03 May 2022**

**Meeting Minutes**

The Annual Meeting of the Town Council was held in Lostwithiel Community Centre on Tuesday 03 May 2022 at 7pm.

**Councillors Present**

Mayor Ross, Deputy Mayor Henderson  
Councillor Anders, Councillor Barrass  
Councillor Berryman, Councillor Guy  
Councillor Henderson, Councillor Jarrett  
Councillor Kent, Councillor Rawlings,  
Councillor Saundry, Councillor Townsend  
& Councillor Wisdom

**In attendance**

Twenty five members of the public were in attendance  
Town Clerk Mrs Harris was in attendance

**001/22 Election of Mayor**

Mayor Ross invited nominations for the position of Mayor.  
It was **resolved** that Councillor Ross is elected Mayor for the Civic Year 2022/23. Votes in favour 13.

Councillor Ross signed the Declaration of Acceptance of Office of Mayor which was witnessed and signed by the Town Clerk.

**002/22 Election of Deputy Mayor**

Mayor Ross invited nominations for the position of Deputy Mayor. It was **resolved** that Councillor Karin Henderson is elected Deputy Mayor for the Civic Year 2022/23.

Councillor Karin Henderson signed the Declaration of Acceptance of Office of Deputy Mayor which was witnessed and signed by the Town Clerk. Votes in favour 13.

**003/22 Apologies of Absence.**

Apologies for absence were received and accepted from Councillor Guiterman.

**004/22 Declarations of Interest**

Mayor Ross declared a non-registerable Interest in Agenda item 10 – Town Mayors Allowance

**005/22 Public Participation**

None.

**006/22 Minutes 05 April 2022**

It was **resolved** that the minutes dated 05 April 2022 are accepted, approved and duly signed by Mayor Ross. Votes 11 in favour, 1 abstention.

**007/22 Staffing Committee**

It was **resolved** to approve the Staffing Committee Terms of reference as drafted and to appoint the following Councillors to the Committee:-

Mayor Ross, Councillor Guiterman, Councillor Jarrett,

Councillor Rawlings, Councillor Saundry & Councillor Townsend.

**008/22 Standing Orders & Financial Regulations**

It was **resolved** to amend Financial Regulation paragraph 4.1 to increase the Clerk's spending limit for minor repairs/variations to Council agreed contracts from £1,000 to £3000. Vote 13 in favour. It was further **resolved** to amend Financial Regulation paragraph 11 to tenders over £21,000, Quotes £7,000 - £21,000 & estimates £3,000 - £7,000. Vote 11 in favour, 2 abstentions.

**009/22 General Power of Competence**

It was noted by Council that it remains no longer eligible to use the General Power of Competence.

**010/22 Town Mayors Allowance**

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

Deputy Mayor Henderson chaired the agenda item.

It was **resolved** that the Mayor's Allowance for the Civic Year 2022/23 is set at £1500 as per the 2022/23 agreed budget.

Mayor Ross re-joined the meeting and resumed as Chair.

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**011/22 Internal Auditor**

It was resolved to approve Hudson Accounting Limited as Internal Auditors for the period 2022/23.

**012/22 Annual Civic Service & Mayor Making**

Mayor Ross advised the meeting that she would not be holding a Annual Civic Service or Mayor Making Ceremony for the Civic Year 2022/23. This decision was noted by Council.

**013/22 Flood Co-ordinators & Flood Wardens**

It was **resolved** to appoint the following Council members as Flood Plan Co-ordinators:

Mayor Ross	Deputy Mayor Henderson
Councillor Barrass	Councillor Jarrett
Councillor Rawlings	Councillor Townsend
& Councillor Wisdom.	

Mayor Ross advised that a Flood Test event will be held on 24 May 22 at 6pm in Lostwithiel Scout Hut.

**014/22 Council Meeting dates**

It was **resolved** to approve the list of dates for full Council meetings as below and to continue to start meetings at 7pm.

Tuesday 7 June 2022

Tuesday 5 July 2022

Tuesday 2 August 2022

Tuesday 6 September 2022

Tuesday 4 October 2022

Tuesday 1 November 2022

Tuesday 6 December 2022

Tuesday 10 January 2023

Tuesday 7 February 2023

Tuesday 7 March 2023

Tuesday 4 April 2023

The meeting closed at 7.20pm

Chairman

Date