



## **Lostwithiel Town Council Meeting Tuesday 05 April 2022**

### **Grahame Mace Devon & Cornwall Police – Cyber Protect**

Grahame Mace gave a very informative presentation on Cyber Crime including some simple steps which can be used to protect everyone's Cyber security.

### **Cornwall Councillor**

Cornwall Councillor Martin addressed the Council regarding next week's Cornwall Council Strategic Planning Committee meeting which will consider PA21/00038 Gillyflower Farm.

Cornwall Councillor Martin also advised that in accordance with Government guidelines all Cornwall's Covid testing centres have now been closed.

Cornwall Councillor Martin left the meeting.

### **Meeting Minutes**

A meeting of the Town Council was held in the Community Centre on Tuesday 05 April 2022.

### **Councillors Present**

Mayor Ross, Deputy Mayor Henderson,  
Councillor Anders, Councillor Guiterman,  
Councillor Guy, Councillor Henderson,

Councillor Jarrett, Councillor Marshall-Stevens,  
Councillor Saundry, Councillor Townsend & Councillor Wisdom

**In attendance**

4 members of the public were in attendance.

Town Clerk Mrs Harris was in attendance.

**318/21 Apologies of Absence.**

Apologies were received and accepted from the following  
Councillors: -

Councillor Barrass, Councillor Kent & Councillor Rawlings.

**319/21 Declarations of Interest**

Mayor Ross declared a non-registerable interest in Agenda Item 10,  
Edgcumbe House & Agenda item 16 Accounts & Finance.

Councillor Guiterman declared a non-registerable interest in agenda  
item 5 Planning application part c) PA21/00038.

Councillor Guy declared a non-registerable interest in agenda item 5  
Planning application part c) PA21/00038.

Councillor Townsend declared a non-registerable interest in Agenda  
item 10 Edgcumbe House.

**320/21 Public Participation**

The Council was addressed by prospective Town Councillor Mr John  
Berryman.

Mayor Ross & Councillor Townsend having previously declared non-  
registerable interests in agenda item 10 Edgcumbe House left the  
meeting room. Deputy Mayor Henderson took the Chair.

The Council was addressed regarding a 34-signature petition  
regarding the decision taken by Council on 25 January 2022  
regarding Edgcumbe House.

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

### **321/ 21 Meeting Minutes 01 February 2022**

It was **resolved** that the minutes of the Extraordinary Town Council Meeting held on 15 March 2022 are accepted, approved and duly signed by Mayor Ross. Votes – 9 votes in favour, 1 abstention.

### **322/21 Planning applications**

a)

**PA22/00231**

Boslymon 12A Cott Road  
Lostwithiel  
Erection of decking to the rear of  
the property

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

Votes –11 votes in favour.

**PA22/02785**

Tremont Gardens, The Terrace  
Lostwithiel  
Works to a tree in a conservation  
area (CA), works are to a Yew (T1)  
tree to reduce to 10 feet and take  
off branches that are leaning over  
towards the house next door, in  
order to stop the tree and its  
branches from falling and damaging  
the property  
*As this application is for works to  
trees in a Conservation Area, it will  
be decided under delegated  
authority. There is no need for the  
Town Council to submit any  
comments to Cornwall Council.*

This application was noted by Council.

b) None.

c) Councillors Guiterman & Guy having previously declared non-registerable interests left the meeting room.

It was **resolved** that Councillor Wisdom would represent Lostwithiel Town Council at the Cornwall Council Strategic Planning Committee meeting on Thursday 14 April and address this Committee regarding PA21/00038. Votes 9 in favour.

Councillors Guiterman & Guy re-joined the meeting.

### **323/21 Platinum Jubilee Celebrations**

Councillor Guiterman withdrew his application for 04 June immediately prior to the discussion of this agenda item.

It was **resolved** to agree to the two applications from Emma Mansfield (really Lovely Projects) for 02 June and 03 June as submitted and further agreed that the Town Council would not charge for the hire of the Parade or King George V playing field for the events included in the applications. Votes 11 in favour

With reference to the request received from Really Lovely Projects to be allowed to charge admission for one music event on the Parade to cover costs the Clerk advised Council that this would be possible using the LGA 1972 Section 145 paragraph 2b. It was **resolved** by Council to instruct the clerk to request more detailed information prior to considering the request specifically how Really Lovely Projects would propose to fence off the Parade, the date and timing of the chargeable event, the anticipated cost for the event and the cost to be charged to attend. Votes 6 in favour 4 against.

### **324/21 Lostwithiel Gin Festival**

It was **resolved** to agree to Lostwithiel Business Group holding the Lostwithiel Gin Festival on the Parade on 25 June from 11am – 5pm and to charge £100 for the hire of the Parade. Votes – 11 votes in favour

**325/21 Electrical Vehicle Charger & electric vehicle parking facility**

It was **resolved** to delegate to the Town Clerk the authority to contact the Energy Savings Trust On-Street Residential Chargepoint Scheme Regional Accounts Manager and to instruct the Clerk to prepare a draft residents survey to investigate the viability of installing electric charging points based on the Camelford Town Council and generic survey provided. The draft survey should then be forwarded to LEAF for comment/input prior to being circulated to the residents of Lostwithiel and LEAF should also be asked if they are able to help distribute the survey.

**326/21 Lostwithiel Defibrillators**

It was **resolved** to pay the annual maintenance charges for two of the Town's Defibrillators and to accept the generous offer from FLEET to provide refurbished cabinets free of charge.

Defibrillators (Availability) Act 2019 Paragraph 4 Bill 308

Votes – 11 in favour.

**327/21 Edgcumbe House**

Having previously declared non-registerable interests both Mayor Ross and Councillor Townsend left the meeting room.

Deputy Mayor Henderson took the Chair.

It was **resolved** to ask Councillors Guiterman, Jarrett, Wisdom and the Town clerk to work on a re-draft which puts more emphasis on dates and the chronological order of events. This redraft is to be circulated to all Councillors for comment via email and submitted to Lostwithiel Newsletter by their 20 April deadline in order that it can be published in the May edition. Votes 9 in favour

Mayor Ross & Councillor Townsend re-joined the meeting and Mayor Ross resumed the Chair. Votes 9 in favour

**328/21 Town Vitality Funding – Town Team inaugural meeting**

Councillor Wisdom, as chair of the new Town team, advised the meeting that there was a good turnout for the inaugural meeting and the Council should be pleased that the Town has responded so positively. The verbal report was noted by Council.

**329/21 Cornwall Council Town Vitality Funding Grant Offer letter for the Sustainable Traffic & Travel Plan**

It was noted by Council that the Town team wish to take a further month to consider the Transport Grant Offer letter and accompanying terms and conditions.

**330/21 Beating of the Bounds**

It was **resolved** to approve the following expenditure for the Beating of the Borough Bounds event: -

LAMA minibus £75.00

75 pin badges annotated Lostwithiel Town Council £75

Ancillary expenditure pennies, bottled water, Kendal mint cake & small gift for John Pegg & minibus driver maximum £25

**331/21 Biffa**

It was **resolved** not to approve the request received to allow the siting of a newer, larger welfare unit. The clerk was instructed to ask Biffa for more information specifically why a larger unit is needed and what will be stored in the unit and also instructed to remind Biffa that a concession agreed was that Biffa staff would keep the car park clean and tidy and Council Members considered that this had not been undertaken. Votes – 11 votes in favour.

**332/21 RoSPA Play Inspections**

It was noted by Council that the annual inspections of the Council's play equipment and play areas will take place during April.

**333/21 Accounts & Finance**

Mayor Ross having previously declared a non-registerable interest left the meeting room. Deputy Mayor Henderson took the Chair.

<b>Cheque Ref</b>	<b>Payee Name</b>		<b>Amount Paid</b>
Direct Debit	Biffa	Cemetery bin collection	£50.11
101776	SLCC	Clerk's annual membership fee	£270.00
101777	Zurich	Annual insurance premium	£4,687.64
101778	Lostwithiel Business Group	Lost in Bloom	£200.00
101779	Clarity Copiers Ltd	Copy charges February & March	£71.25
101780	DCS Pest Control (Cornwall) Ltd	Pest control King George V playing field	£60.00
101781	Claire Doyle	Stamps	£18.12
101782	EDF	Electricity	£186.25
101783	Sandra Harris	Stamps, diary, hazard tape, punched pockets, rubber bands & laminating pouches	£94.86
101784	K Hill & Partners Ltd	Leylandii felling	£432.00
101785	Restormel Property Services	Removal of loose tiles above Guildhall door	£48.00
101786	Lostwithiel Community Centre	Room hires	£273.00
101787	Penhaligons	Library newspapers	£14.80

		March 2020	
101788	Phoneta Business	Lone worker service	£12.00
101789	Karen Ross	Admin Assistant flu job	£9.55
101790	Westernweb	Conference microphone, email service issue, wireless access library & renewal of domain and web space for lostwithielplan.org.uk	£320.39
101791	Cornwall Council	Rates	£12,227.92
101792	Cornwall ALC Ltd	Code of conduct training	£24.00
101793	Duchy of Cornwall	Second Island rent	£480.00
101794	Land & Heritage Ltd	Tree inspection report	£3,336.00
101795	ICCM	Corporate Membership Institute of Cemetery & Crematorium Management	£95.00
101796	PKF Littlejohn LLP	Challenge correspondence fee	£426.00
101797-799 & 2 Standing Orders	Salary related expenses-	Salary related expenses-	£3,552.10
		<b>Total</b>	<b>£26,888.99</b>



It was **resolved** to approve the payment of cheques 101776 – 101799, plus 2 BACS payments and one direct debit.

Votes – 10 votes in favour.

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

**334/21 Councillor Co-option**

It was **resolved** to co-opt Mr John Berryman onto Lostwithiel Town Council to fill one of the current vacancies.

All closed session items were deferred to a future meeting.

The meeting finished at 9.10pm.

Chairman

Date