



Lostwithiel Town Council Extraordinary Meeting Thursday 12 May 2022

Meeting Minutes

An Extraordinary Meeting of the Town Council was held in Lostwithiel Library on Thursday 12 May 2022.

Councillors Present

Mayor Ross, Deputy Mayor Henderson,
Councillor Guiterman, Councillor Guy,
Councillor Jarrett, Councillor Rawlings,
Councillor Townsend & Councillor Wisdom.

In attendance

1 member of the public was in attendance.
Town Clerk Mrs Harris was in attendance.

041/22 Apologies of Absence.

Apologies were received and accepted from the following
Councillors: -

Councillor Barrass, Councillor Berryman, Councillor Henderson,
Councillor Kent & Councillor Marshall-Stevens.

042/22 Declarations of Interest

Deputy Mayor Henderson, Councillor Guiterman & Councillor Townsend declared non-registerable interests in Planning application PA22/02667.

Councillor Guiterman declared a non-registerable interest in Agenda item 8 Lost fest.

043/21 Public Participation

None.

044/21 Annual Meeting Minutes 03 May 2022

It was **resolved** that the minutes of the Annual Meeting of the Town Council held on 03 May 2022 are accepted, approved and duly signed by Mayor Ross.

Votes – 6 votes in favour, 1 abstention.

045/21 Meeting Minutes 03 May 2022

It was **resolved** that the minutes of the ordinary Meeting of the Town Council held on 03 May 2022 are accepted, approved and duly signed by Mayor Ross.

Votes – 6 votes in favour, 1 abstention.

046/22 Planning applications

a)

Deputy Mayor Henderson, Councillor Townsend & Councillor Guiterman having previously declared non-registerable interests left the meeting room.

PA22/02667

29 Summers Street Lostwithiel
'Variations to current dwelling' with variation of Condition 2 of decision notice PA21/05899 dated 22/12/21

Erection of decking to the rear of the property

In light of the comments from a neighbour not being available on Cornwall Council's website under the documents tab and the Town Council being inquorate for this agenda item, it was decided to defer consideration until the June Council Meeting.

Deputy Mayor Henderson, Councillor Townsend & Councillor Guiterman re-joined the meeting.

PA22/04214

Land known as Bartholomew Meadow Grenville Road Lostwithiel
Non-material amendment (NMA3) for front door colours amended to decision PA19/11224 dated 12/05/21

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

Mayor Ross, with the agreement of Council considered agenda item 8 Lostfest prior to considering agenda item 7 Platinum Jubilee Celebrations.

047/22 Lostfest

Councillor Guiterman having previously declared a non-registerable interest, addressed the meeting and then left the meeting room.

It was **resolved** to agree to the request received from Lostfest to hire the Parade and King George V playing field on 18 June and to ask the Lostfest organisers to ask the owner of the inflatables to increase their insurance cover to match the cover for the event overall.

Votes 6 in favour.

Councillor Guiterman re-joined the meeting.

048/22 Platinum Jubilee Celebrations

Councillor Jarrett joined the meeting.

- a) Councillor Jarrett gave a verbal report on the recent Jubilee meeting and the provisional plans in place for both Saturday & Sunday.
- b) It was **resolved** to agree to the additions to the four-day programme. It was agreed that the proclamation should be attended by the Mayor and Mayor's Consort, Town Sergeant & Sergeant at Mace (Deputy Mayor Henderson being unable to attend due to a prior commitment). As an exception, due to the four-day Platinum Jubilee Bank Holiday weekend, it was agreed that the Kernowforno trailer can be sited on the Parade. (Manually pushed onto the Parade not driven). The clerk was instructed to check with insurers if any certification is required for Councillors serving the cream teas. Vote 8 in favour.
- c) Council was advised that there are no plans for any further publicity for the weekend celebrations.
- d) It was **resolved** to authorise 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. Vote 8 in favour.
- e) It was **resolved** not to charge any hire fees for the Jubilee weekend. Vote 8 in favour.
- f) Council was advised that there are no plans for any further Jubilee associated expenditure.

Councillor Jarrett left the meeting.

049/22 Really Lovely Projects

- a) It was **resolved** to agree to reinstate the arrangements agreed last Summer namely that Really Lovely Projects hires the Parade for the summer to the end of September at no charge to Really Lovely Projects. It was noted that Really Lovely

Project would be expected to honour all hires already agreed by the Town Council prior to the end of September.

Vote 6 in favour 1 against

- b) It was **resolved** to agree to reinstate the arrangement that Really Lovely Projects (via an online booking system with no hire/booking fees) hires the Parade to Lostwithiel based non-profit organisations. Vote 6 in favour 1 against
- c) It was **resolved** to agree that 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. Vote 6 in favour 1 against. It was further **resolved** to instruct the clerk to ask Really Lovely Projects to please ensure that the flags, lights, tent and all other equipment are removed from the Parade by 30 September or as soon as the weather permits thereafter. The Council is aware that this didn't happen last year and if it doesn't happen this year future hiring of the Parade will be chargeable. Vote 6 in favour 1 against
- d) It was **resolved** that Really Lovely Projects would be asked to confirm 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. Vote 6 in favour 1 against
- e) It was **resolved** that Really Lovely Projects will ensure that all events already approved by the Town Council can go ahead on the Parade. Vote 6 in favour 1 against

050/22 Platinum Jubilee Lostwithiel pin badges

It was **resolved** as per the suggestion in Councillor Jarrett's verbal Platinum Jubilee report to make the Lostwithiel Platinum Jubilee pin badges the prize for a portrait of the Queen competition. Vote 7 in favour.

051/22 Second Island walkway

It was **resolved** to agree to the replacement of the damaged wire netting to North & South ends of the A390 underpass at a cost of £1,900 plus VAT and to accept, if applicable, an increase in the charge payable in order that wire netting galvanised post weaving is used. Vote 6 in favour, 1 against.

052/22 Annual RoSPA reports

It was **resolved** to note the reports and to approve associated expenditure. Vote 7 in favour.

053/22 Lostwithiel Community Centre – Hire of King George V playing field

It was **resolved** not to agree to the Community Centre hiring the playing field on 30 July for sponsored football matches as the field has already been hired to Lostwithiel Rotary. The clerk was instructed to contact the Community Centre and ask them if they could consider an alternative date. Vote 7 in favour.

054/22 Lostwithiel Town Team website

It was **resolved** to approve the request received from the Town Team to meet the cost of £555 plus Vat to set up a new Town Team website. Votes 7 in favour.

055/22 Lostwithiel Town Team – Cornwall Council Town Vitality Grant Offer – Sustainable Traffic & Travel Plan

It was **resolved** to note that the Town Team does not wish to make any amendments to the offer letter and to 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 dated 25 April 2022. Votes 7 in favour.

056/22 Lostwithiel Defibrillators

It was **resolved** to agree (in addition to the £190 plus VAT annual Maintenance fee agreed at the April Council meeting) the one-off charge of £350 per defibrillator to transfer the Community Centre and Earl of Chatham defibrillators across to the Duchy Defibrillators app. Vote 7 in favour Defibrillators (Availability) Act 2019 Paragraph 4 Bill 308.

It was noted by Council that Lostwithiel Rotary have decided not to move their defibrillator (Royal Oak) across to Duchy Defibrillators.

057/22 NALC – NALC Smaller Councils Committee Chair’s letter

It was **resolved** to respond to the letter and advise the following: -

Conservation Areas – To request that NALC looks into Planning Departments ensuring that any planning applications within Conservation Areas always include Historic Environment Planning as a consultee and that Town Council comments on planning applications are given more weight (less use of the Local Council 5-day protocol).

Climate Change - NALC looks to provide Town and Parish Councils with more information in relation to rewilding, spray alternatives, etc. It seems crazy that a large percentage of Councils are trying to do this individually when NALC is recognising that 80% of Councils have declared a Climate Emergency and of these 69% are looking at rewilding. Similarly, could NALC consider any collective buying power for new technology that is recommended in more environmentally sustainable management (e.g., hot foam spraying)

Devolution – could NALC look into the time it takes, the one-sided contracts, the legal fees incurred by individual Councils and the direct increases in Town & Parish Council precepts when there is no reduction in Unitary Council tax. (Invariably the local Council is left to explain this to the electorate.)

General Power of Competence – Could NALC look into making the terms of the power more flexible. A number of Councils lose this

important power simply because they have an insufficient number of elected Councillors

Staffing – Could NALC look into providing more support i.e., training packages, advice and a suite of Staff policy templates to enable Staffing Committees to look after their staff correctly rather than incurring costs using employment consultants. Vote 7 in favour.

058/22 Cornwall Council Burial Service Level Agreement

It was **resolved** to approve and to authorise the clerk to sign the new Burial Service Level Agreement for the period 01 May 2022 – 30 April 2023 and to amend the Council Cemetery Fees table to reflect these new charges with effect from 01 July 2022. Vote 7 in favour.

059/22 Lostwithiel Library – Self billing invoice

It was **resolved** to authorise the clerk to complete the Self billing invoice. Vote 7 in favour.

060/22 Lostwithiel Cemetery field allotments

It was **resolved** to approve the request received on 10 April 2022 from one allotment holder to be allowed to continue on their existing Cemetery field allotment. Votes 5 in favour, 2 against.

061/22 St Winnow School – Donation of two unused rotating library units

It was **resolved** to approve the donation of two unused rotating library units to St Winnow's new school library. Vote 7 in favour.

062/22 Annual Parish Meeting

It was noted by Council that the Annual Parish meeting will be held on Tuesday 31 May at Lostwithiel Community Centre at 7pm and that South West Water have accepted the invitation to speak at the meeting.

063/22 Year End Financial Report

This agenda item was deferred until the next Council Meeting.

064/22 Annual Budget

This agenda item was deferred until the next Council Meeting.

065/22 Accounts & Finance

a)

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	£78.23
101802	A Inglefield	Play inspections.	£75.00
101803	S Harris	Beating of the Bounds medals & LAMA security deposit	£115.24
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	£1500.00
101808	South West Water	Public toilet & Edgcumbe House	£139.92
101809-812 & 2 Standing Orders	Salary related expenses-	Salary related expenses-	£5,970.33

101813	Cornwall ALC	Annual Membership & procurement training	£1,046.94
101814	Clarity Copiers Ltd	Copy charges	£14.47
		Total	£14,050.80

It was **resolved** to approve the payment of cheques 101800 – 101814, plus 2 BACS payments and two direct debits.

Vote – 7 votes in favour.

066/22 Councillor Co-option

It was noted by Council that the remaining Councillor vacancy has been re-advertised with a closing date of Tuesday 24 May 2022.

The meeting finished at 08.35pm.

Chairman

Date