



**Lostwithiel Town Council  
will be held  
on  
Tuesday 28 June 2022  
at  
Lostwithiel Library at 7pm**

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

## 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. To receive the minutes of the Council Meeting held on 07 June 2022.

5. Planning applications-

- a) To consider planning applications

**PA20/02785**

Plot adjacent to No 4 Quay Street  
Lostwithiel

Demolition of existing outbuildings  
and the erection of a Café (use  
Class A3)

**PA22/05214**

2 Queen Street Lostwithiel  
Listed Building Consent to  
introduce a lime bag – rub to front  
elevation masonry and introduce a  
mineral paint system to lime bag-  
rub

**PA22/05482**

The Old Hall Restormel Road  
Lostwithiel  
Listed Building Consent for the  
replacement of existing single  
glazed, metal framed windows with  
double glazed, metal frame  
windows

**PA22/05641**

31 Grenville Road Lostwithiel  
Works to trees in a conservation  
area (TCA), namely removal of  
Copper Beech(T1)  
As this application is for works to  
trees in a Conservation Area, it will  
be decided under delegated  
authority. There is no need for  
Lostwithiel TC to submit any  
comments to the Local Planning  
Authority.

- b) To consider any planning applications received since the publication of the agenda.
- c) PA21/03338 – Gillyflower Farm Lostwithiel - Temporary access and use of temporary parking area and erection of new pedestrian access to Gillyflower Golf course - to consider reported potential breach of temporary planning consent

6. Lostwithiel Town Team - Cornwall Council Town Vitality Grant Offer – Lostwithiel Heritage Buildings 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.
7. Lostwithiel Town Council Annual Review of Castle Hill Cemetery Fees 2022 – to consider approval of the revised fee table as drafted.
8. Platinum Jubilee Celebrations – to consider the costs submitted for reimbursement using funds approved under minute reference **021/22** and to agree distribution.
9. Hire of Town Council Land request – to consider the application received from Le Mistral Wine Company to hire part of the Parade.
10. Year End Financial Report – to consider approval of the report as drafted.
11. Annual Budget – to resolve to carry forward the earmarked reserves as listed.
12. Council's Fixed Asset Register Review – to review the inventory of land and other assets.
13. Internal Audit year end 31 March 2022 – to consider the Internal Auditor's report.
14. Local Councils, Internal Drainage Boards and other Smaller Authorities in England Annual Governance and Accountability Return 2020/21 Part 3 – to approve and authorise the signature of Section 1 Annual Governance Statement 2021/22.
15. Local Councils, Internal Drainage Boards and other Smaller Authorities in England Annual Governance and Accountability Return

2020/21 Part 2 – to approve and authorise the signature of Section 2 Accounting statements 2021/22.

16. Delegation to the Town Clerk – to consider and approve if appropriate any amendments required to this policy.
17. Lostwithiel Town Council Standing Orders and Financial Regulations – to note the alterations made in accordance with minute reference **008/22**.
18. Lostwithiel Neighbourhood Plan – to consider if in accordance with National Planning Policy Framework paragraph 33 the Town Council wishes to review the Neighbourhood Plan.
19. Lostwithiel Conservation Area status – to consider agreeing for Councillor Barrass to make contact with the appropriate officer at Cornwall Council to find out more about the process of creating an appraisal and management plan and if appropriate invite the officer to attend a future Town Council Meeting.
20. 8 Pendour Park Lostwithiel – to consider the correspondence received from Ocean Group and to agree a response
21. Platinum Jubilee Beating of the Borough Bounds – to review the 2022 event, to consider whether to hold the event every four years would be an appropriate frequency and to discuss if the Council wishes to mark the next Coronation by placing new boundary stones.
22. Friends of Lostwithiel Skatepark – to consider the suggestion put forward by Councillor Anders and to decide if the Council wishes to replace the broken benches removed by the Play Area inspector.
23. Pendour Park – to consider if the Council wishes to replace the broken benches removed by the Play Area inspector.

24. Town benches – to consider the photos supplied by Councillor Anders and to decide if the Town Council wishes to repair benches sited on the Highway.

25. New Field allotments – to consider if the Council wishes to have just all paths in the new allotment field cut at a charge of £250 for an initial cut and £160 for subsequent cuts (maximum frequency 3 weeks) or if Council wishes to have the paths & all unallocated allotments cut on a maximum 3-week basis.

26. Accounts & Finance

a) To approve payment of the following: -

<b>Cheque Ref</b>	<b>Payee Name</b>		<b>Amount Paid</b>
101832	Bright Environment	Bat surveys	£589.20
101833	Clarity Copiers Ltd	Copy charges	£40.52
101834	DCS Pest Control (Cornwall) Ltd	Pest control King George V	£60.00
101835	K Hill & Partners Ltd	Tree works, fencing Shire Hall Moor & grass cutting	£3,194.40
101836	A Inglefield	Play area inspections	£300.00
101837	Lostwithiel Community Centre	Meeting room hire	£182.00
101838	Restormel Property Services Ltd	Second Island gate hook	£56.03
101839	Source for Business	Public toilet	£129.99
101840	EDF Energy	Electric	£155.43
101841	Cornwall Council	Rates including	£441.73

		summons cost	
101842	WesternWeb Ltd	Annual renewal of web space and content management licence	£102.00
101843	Withiel Commercials Ltd	Allotments storage container	£4,344.00
101844	Cornwall ALC Ltd	Finance for Cllrs training	£36.00
		<b>Total</b>	<b>9,631.30</b>

*K Ross*

Councillor K Ross

Mayor of Lostwithiel

22 June 2022