



**Lostwithiel Town Council
will be held
on
Tuesday 04 October 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

- To receive the Cornwall Councillor Report

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 06 September 2022.

5. Planning applications-

- a) To consider planning applications

PA22/08112

Tregenza St Nicholas Park
Lostwithiel

Construction of a single storey extension, alterations to openings and replacement/re-design of roof at Tregenza, St Nicholas Park, Lostwithiel

PA22/08644

18 Summers Street Lostwithiel

Single storey extension to rear of property.

- b) To consider any planning applications received since the publication of the agenda.
- c) To note applications considered under the Cornwall Council Planning Protocol for Local Councils.

6. Cornwall Council Draft Gambling Act Statement of Principles – to agree, if applicable Lostwithiel Town Council’s comments on the draft policy.
7. Cornwall Fire Control – to consider correspondence received and to agree, if applicable, Lostwithiel Town Council’s response.
8. Cornwall Environmental Consultants Ltd Landscape Character Assessment Invitation – to appoint a representative to attend to represent Lostwithiel Town Council on either 25th or 26th October 2022. (Please note that the expectation will be for the attendee to report back to Council at the meeting on 01 November 2022 to facilitate Lostwithiel Town Council’s response to the consultation which will close on 07 November 2022.)
9. Equality for All – to consider correspondence received and to agree, if applicable, Lostwithiel Town Council’s response.
10. South West Water – to consider correspondence received regarding the intention to apply for a drought permit and to agree, if applicable, a response to be submitted during the formal 7-day consultation period starting on Tuesday 11 October 2022.
11. Bodmin Town Council – to consider correspondence received regarding Bodmin Town Councils Warm Spaces project and to agree, if applicable, a response.

12. Lostwithiel Remembrance Sunday Parade – to discuss and agree the arrangements for this year’s Commemorations and to approve a cheque for the Town Council’s wreath (LGA s137)
(2019 - £120, 2020 & 2021 £150)
13. Lostwithiel Environment Action Forum – to consider the request to discuss the following: -
 - a) Bathing water quality and pollution
 - b) New Build Energy sources (Ref: St Bartholomew’s Meadow)
14. Hire of the Parade – to consider the request received to hire the Parade on Sunday 16 October for Charity Football Match.
15. Hire of the Parade – to consider the request received to hire the Parade for candlelit carols on Friday 23rd December 2022.
16. Dickensian Evening – to consider the correspondence received from Lostwithiel Business Group.
17. Second Island Park – to consider the request received from an adjacent landowner to clear vegetation to a width of 2 metres from Restormel Road entrance gate to corner of property and to a width of 1 metre across ‘front hedge’ behind mature shrubs from corner to wooden fencing post at corner of Restormel Road Cemetery. Also, to cut base of brambles growing in crowns of mature shrubs to prevent bindweed and woody nightshade encroaching into the adjoining property. Cost £480 plus VAT
18. External Audit year end March 2022 – External Auditor report 2021/22 - to consider the report received namely
 - a) ‘On the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return (AGAR), in our opinion the information in Sections 1 and 2 of the AGAR is in accordance with Proper Practices and no other matters have

come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.’

b) Other matters not affecting our opinion which we draw to the attention of the authority –
‘None’.

19. Council priorities – to collate from Councillors, Council priorities for the next 3 years to the end of this Council’s term of office.

20. Lostwithiel Town Council Budget 2023-2024 – to formulate a list of projects and their anticipated financial requirements to be included in the first draft of the 2023-2024 budget.

21. Town Team – to consider the following after delivery of the two Town Vitality Projects: -

a) If Lostwithiel Town Council wishes to continue to provide admin support to the Town Team.

b) If the Council wishes to continue to provide a meeting room free of charge for the Town Team.

c) If the Council wishes to continue to pay Town Team website administration/changes costs.

22. Operational Play Area inspections – to consider the quotation received from Southwest Playground Safety Inspections to provide monthly Operational Play Area inspections at a monthly cost of £90 plus VAT.

23. Accounts & Finance

a) To approve payment of the following: -

Date	Cheque Ref	Payee Name	Amount Paid	Transaction Detail
04/10/22	DD	Biffa	£50.11	Cemetery bin
04/10/22	101877	T Clarke Contracting Ltd	£220.32	Alarm contract renewal
04/10/22	101878	Corserv	£1333.68	Traffic Management for

				Community Events Training & library & public toilet cleaning
04/10/22	101879	DCS Pest Control	£60.00	King George V pest control
04/10/22	101880	EDF	£506.95	Energy
04/10/22	101881	D. Guiterman	£23.78	Padlock
04/10/22	101882	In2playgrounds	£1896.24	Playground repairs – King George and Coulson Park roundabout
04/10/22	101883	Npower	£283.49	Electricity public toilet
04/10/22	101884	Phoneta	£12.00	Lone worker
04/10/22	101885	Safety signs 4 less	£435.14	Dog signs King George V Playing Field
04/10/22	101886	Source for Business	£80.47	Water - public toilets
04/10/22	101887	Western Web	£576.00	Town Team website and Special Announcement London Bridge
04/10/22	101888-891 & 2 Standing orders	Salary related expenses	£4905.99	Salary related expenses
		Total	£10,384.17	

24. Councillor Co-option – to receive the written application for the office of Town Councillor vacancy and to consider co-option to fill this vacancy.

Under the Public Bodies (Admissions to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.

Closed session

25. Mayor's Report

26. Bodmin Hill written easement request – to consider the advice received from the Council's solicitor.

S Harris

Mrs S Harris

Town Clerk

28 September 2022