



**Lostwithiel Town Council Meeting  
Tuesday 06 December 2022**

**Cornwall Councillor Report**

Not present

**Meeting Minutes**

A meeting of Lostwithiel Town Council was held in Lostwithiel Library on Tuesday 06 December at 7pm.

**Councillors Present**

Mayor Ross, Councillor Anders,  
Councillor Berryman, Councillor Guy,  
Councillor Guiterman, Councillor Henderson,  
Councillor Kent, Councillor Rawlings  
Councillor Townsend & Councillor Wisdom

**In attendance**

3 members of the public were in attendance  
Town Clerk Mrs Harris was in attendance.

**221/22 Apologies of Absence**

Apologies of Absence were sent and accepted from the following  
Councillors: Deputy Mayor Henderson, Councillor Jarrett,

Councillor Pearce & Councillor Tipton.

### **222/22 Declarations of Interest**

Councillor Guiterman declared a pecuniary interest in Agenda item 6 Lostfest Licensing application.

Councillor Henderson declared a non-registerable interest in Agenda item 10 Lostwithiel Neighbourhood Plan.

### **223/22 Public Participation**

The Council was addressed regarding planning application: -  
PA22/09589 Land south of Melville Terrace Duke Street Lostwithiel.

### **224/22 Meeting Minutes 29 November 2022.**

It was **resolved** that the minutes of the Extraordinary Meeting of the Town Council held on 29 November 2022 are accepted, approved and duly signed by Mayor Ross.

Votes – 10 in favour.

### **225/22 Planning applications**

a)

**PA22/09589**

Land south of Melville Terrace,  
Duke Street Lostwithiel  
Erection of a new dwelling on  
previously vacant land with current  
planning consent for a three  
bedroomed dwelling and no  
parking.

It was **resolved** not to support this application for the following reasons: -

- a) The application contravenes policy HH5 of the Lostwithiel Neighbourhood Plan
- b) The Council considers the design is not appropriate for the Conservation Area and has noted that Cornwall Council's Historic Environment Planning Department made a number of

suggestions in PA22/01319/PREAPP which have not been incorporated into the application.

The presence of a covenant over the development site has been brought to the attention of the Council.

Votes – 9 in favour, 1 abstention.

b) None.

### **226/22 Licensing application LI22-006978 Lostfest**

Councillor Guiterman having previously declared a pecuniary interest in Lostfest left the meeting room.

It was **resolved** to support this Licensing application for 21 May 23.

Votes – 9 in favour

Councillor Guiterman re-joined the meeting.

### **227/22 Cornwall Council Community Networks Highways Scheme**

It was **resolved** to submit the following in the priority listed: -

1. Traffic speed reduction measures on the A390 at the St Winnow School junction and outside Lostwithiel School on Bodmin Hill.
2. Top of Fore Street widening of pavement (Kings Arms side) to widen sufficiently for safe passage of mobility scooters & prams.
3. Top of North Street – move no entry signs they are too far down and signage on main road from St Austell direction is not sufficient which results in a number of cars going the wrong way around the one-way system.
4. Parking restriction on the top of Pleyber Christ next to the Cornish hedge to facilitate access to car park from A390.

Votes – 10 in favour.

**228/22 Cornwall Fire – water rescue training**

It was **resolved** to agree to the request from Cornwall Fire to hold water rescue training accessed from King George V playing field or the Parade subject to no vehicles accessing any of the Council's parks or land. The clerk was also instructed to ask if Lostwithiel's Flood Wardens could attend and observe one of the training events.

Votes – 10 in favour.

**229/22 Cornwall Council – Youth Provision Review**

It was **resolved** to commend Cornwall Council for their Youth Provision review and to advise that Lostwithiel Town Council does not wish to make further comment.

Votes - 10 in favour.

**230/22 Lostwithiel Neighbourhood Plan**

Councillor Henderson having previously declared a non-registerable interest in Lostfest left the meeting room.

a) It was **resolved** to appoint the following as members of the Neighbourhood Plan Review Steering Group: -

Amanda Barrass, John Berryman, David Guiterman, Karen Lindley, Colin Martin, Joannie Muskett, Chris Pearce, Peter Santo Warner & Martin Surgey. Votes 9 in favour

b) It was **resolved** to support the request received to make the following amendments to the Steering Group Terms of Reference: -

Paragraph 4 b to read "*membership of the group will be limited to 16 persons of which town councillors will comprise a maximum of 50% of total places on the Group*".

Paragraph 4d to read "*member's main residence must usually be within 3 miles of the Lostwithiel parish boundary. Anybody living outside this, but running an established business in town, may be a member subject to there being no conflict-of-*

*interest” . .*

*“Any member of the town council is eligible to be elected to the steering group” .*

Paragraph 5a should be changed to include the election of a vice chairman

Votes – 9 in favour

Councillor Henderson re-joined the meeting.

## **231/22 Civility & Respect Pledge**

It was **resolved** to agree to all the following statements: -

<b>Statement</b>
Our council has agreed that it will treat all councillors, clerk and all employees, members of the public, representatives of partner organisations, and volunteers, with civility and respect in their role.
Our council has put in place a training programme for councillors and staff
Our council has signed up to Code of Conduct for councillors
Our council has good governance arrangements in place including, staff contracts, and a dignity at work policy.
Our council will commit to seeking professional help in the early stages should civility and respect issues arise.
Our council will commit to calling out bullying and harassment when it and when it happens.
Our council will continue to learn from best practice in the sector and aspire to being a role model/champion council e.g., via the Local Council Award Scheme
Our council supports the continued lobbying for the change in

legislation to support the Civility and Respect Pledge, including sanctions for elected members where appropriate.

Vote – 10 favour.

**232/22 Cormac – formal Section 154 & Section 294 Notices under the Highways Act 1980**

It was **resolved** to instruct the clerk to contact the Council's contractor for a price for removal of the trees and in accordance with the paragraph in Cormac's letter to ask the contractor to check whilst he is there that there are no further trees requiring attention in order that the works can be provided in a cost-effective manner.

**233/22 King Charles III Coronation**

It was **resolved** to appoint a working party to discuss and bring back to Council suggestions for events to commemorate the Coronation weekend on the Bank Holiday weekend 6-8 May 2023. It was agreed that the first meeting should be held on Thursday 09 February in Lostwithiel Library at 7pm. Mayor Ross, Deputy Mayor Henderson, Councillor Anders & Councillor Townsend agreed to sit on the working party and it was decided that in order to encourage members of the community to come forward to help to arrange the events Mayor Ross will advertise the meeting in her Mayors Column, closer to the meeting date it should be advertised on Facebook and by word of mouth.

**234/22 Thomas Bullock Trust**

Mayor Ross gave the meeting an overview of the work of the Thomas Bullock Trust. It was **resolved** to appoint Mayor Ross & Councillor Henderson as the Council's two representatives.

Votes – 10 in favour

**235/22 Lostwithiel Town Team update**

Town Team Chair Councillor Wisdom advised Council that consultants for both projects have now been appointed, contracts are to be agreed and signed and the inception meeting with the Transport consultants has been arranged for Tuesday 13 December in Lostwithiel Library at 7pm. Town Team Chair Councillor Wisdom further advised that due to it not being possible to hold a Town Team meeting in mid-November as the meeting was inquorate the Town Team decided at the meeting held on 30 November to reduce the quorum to 4 members.

**236/22 Parking – complaints**

It was resolved to reply to the complainants to acknowledge with regret the parking problems they have recently experienced and to advise them of the work of the Town Team. During the discussion the clerk was asked to contact the Scout Hut to request that their regular Farmers Market does not continue to exacerbate the problem of parking in the town by using parking spaces for stalls.

**237/22 Accounts & Finance**

Date	Cheque Ref	Payee Name	Amount Paid	Transaction Detail
18/12/22	DD	Biffa	£62.64	Cemetery bin
06/12/22	101913	Cormac Solutions Ltd	£808.38	Cemetery internments
06/12/22	101914	Corserv Facilities	£1225.68	Cleaning
06/12/22	101915	Cornwall ALC Ltd	£108.00	Councillor Training
06/12/22	101916	EDF Energy	£77.82	Electricity
06/12/22	101917	Sandra Harris	£103.58	Toilet paper & stationery
06/12/22	101918	Lostwithiel	£296.00	Coulson Park

		Property Maintenance		bench installation
06/12/22	101919	NPower	£111.78	Electricity
06/12/22	101920	Phoneta	£12.00	Lone worker service
06/12/22	101921	South West Playground Safety Inspections	£108.00	Operational play inspections Nov 22
06/12/22	101922	Scott & Co	£1877.70	Fees Edgcumbe House & Guildhall
06/12/22	101923	Source for Business	£57.04	Water
06/12/22	101924	Torch Fire Protection	£166.33	Annual maintenance fire equipment
06/12/22	101925-928 & 1 Standing orders	Salary related expenses	£6,015.00	Salary related expenses
		<b>Total</b>	<b>£11,029.95</b>	

It was **resolved** to authorise the payment of 1 direct debit, 1 standing orders and cheque numbers 101913 – 101928.

Votes – 10 in favour

The meeting closed at 8.30pm.

Chairman

Date