



**Lostwithiel Town Council Meeting
Tuesday 10 January 2023**

Cornwall Councillor Report

Not present

Meeting Minutes

A meeting of Lostwithiel Town Council was held in Lostwithiel Library on Tuesday 10 January 2023 at 7pm.

Councillors Present

Mayor Ross, Councillor Anders,
Councillor Berryman, Councillor Guiterman,
Councillor Guy, Councillor Henderson,
Councillor Jarrett, Councillor Kent,
Councillor Pearce, Councillor Rawlings,
Councillor Tipton & Councillor Townsend

In attendance

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

247/22 Apologies of Absence

Apologies of Absence were sent and accepted from the following Councillors: Deputy Mayor Henderson, Councillor Saundry & Councillor Wisdom.

248/22 Declarations of Interest

None.

249/22 Public Participation

The Council was addressed regarding Lostwithiel Twinning Association's French exchange visit on the weekend 19-21 May when Lostwithiel will be hosting. The Town Council was invited to host a reception for the visitors during this weekend and invited to attend a Twinning Association meeting on Monday 16 January. The Council was also reminded that there are outstanding insurance issues regarding the Bouledrome on the Parade.

Both members of the public left the meeting.

250/22 Meeting Minutes 20 December 2022.

The Town Clerk was instructed to amend minute 245/22 to include the vote at part c) 'Votes – 8 in favour, 3 against.'

After this minute had been amended it was **resolved** that the amended minutes of the meeting held on 20 December 2022 are accepted, approved and duly signed by Mayor Ross.

Votes – 8 votes in favour, 4 abstentions.

251/22 Planning applications

a)

PA22/07134 & PA22/08659 Newham Park, Newham Lane,
Lostwithiel
Proposed construction of a dwelling
(in lieu of approved barn
conversion Class Q) with access,

parking and landscaping and other associated development.

It was **resolved** not to support this application as the dwelling design is not as submitted under PA22/08659.

Votes – 10 in favour, 2 against.

b) None.

252/22 Taprell House fireplace leak

It was **resolved** to authorise the cost of a Scott & Co visit to assess the water ingress via the fireplace and to approve the cost of works recommended by the surveyor without further reference to Council noting that if the works identified are significant then only a temporary repair will be undertaken.

Votes – 12 in favour.

253/22 Publication of draft minutes

It was **resolved** to publish draft copies of Council and Committee minutes on the Council's webpage clearly annotated 'draft copy' as and when office staffing allows.

Votes – 11 in favour, 1 against.

254/22 Parade lights

It was **resolved** not to remove the lights but to arrange for the cobra system and the lights to be assessed and checked for failings as soon as possible. The Council's objective is to keep the lights up permanently on a timer switch to ensure they are not on during the day. It was further **resolved** to take responsibility for the lights if requested by Really Lovely Projects.

Votes – 12 in favour.

255/22 Pendour Play area gate

It was **resolved** to maintain the existing width of the entrance gateway and approve quote Option 1 at a cost of £410.00 plus VAT.

Votes – 12 in favour

256/22 Staff Structure Review

It was noted by Council that in accordance with the Staffing Committee's Terms of Reference the Staffing Committee will advertise two new vacancies namely Deputy Town Clerk & Administration/Library Assistant without further reference to Council.

Votes – 12 in favour

257/22 Council Policy Review

It was **resolved** to approve the Anti-Fraud, Bribery, Theft & Corruption Policy, Investment Strategy and Risk Management spreadsheet as drafted. Votes – 12 in favour

It was **resolved** to approve the Statement of Internal Controls subject to the JPAG date being updated, the final sentence of 3.2 being removed and the External Auditor name being changed to BDO LLP.

Votes – 12 in favour

It was **resolved** to approve the Reserves Policy subject to the JPAG date being updated. Votes – 12 in favour

258/22 Lostwithiel Town Council 2023-2024 Budget

It was **resolved** to approve the budget as follows: -

Expenditure £253,530, Income £6,355,

Precept requirement £247,175 which equates to a 3% increase and an annual increase of £6.32 on a Band D property.

Votes – 12 in favour

259/22 Lostwithiel Town Council 2023-2024 Precept

It was **resolved** to instruct the Proper Officer to submit the precept demand to Cornwall Council at £247,175.

Votes – 12 in favour

260/22 Accounts & Finance

Date	Cheque Ref	Payee Name	Amount Paid	Transaction Detail
10/01/23	101939-	National Allotment Society	£66.00	Annual membership fee
10/01/23	101940	Corserv Facilities Ltd	£1,225.68	Public toilet & library cleaning
10/01/23	101941	DCS Pest Control (Cornwall) Ltd	£60.00	Vermin control King George V playing field
10/01/23	101942	N Power Ltd	£99.74	Public Toilet electric Oct & Nov
10/01/23	101943-45 & 1 x Standing Order	Salary related expenses	£2675.80	Salary related expenses
10/01/23	101946	Clarity Copiers	£49.97	Copy charges
10/01/23	DD	Biffa	£55.10	Cemetery bin
		Total	£4,232.29	

It was **resolved** to authorise the payment of 1 direct debit, 1 standing orders and cheque numbers 101939 – 101946. It was further **resolved** to approve two letters to the bank, as drafted, namely to

transfer funds from current to savings account and to increase the Standing Order salary payment following the National pay award.
Votes – 12 in favour

The meeting closed at 8.10pm.

Chairman

Date