



**Lostwithiel Town Council Meeting
will be held
on
Tuesday 02 May 2023
at
Lostwithiel Library at 7.15pm**

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.

Lostwithiel Town Council has signed the Civility & Respect Pledge agreeing that it will treat all Councillors, the Clerk and all employees, members of the public, representatives of partner organisations and volunteers with civility and respect in their roles. All meetings will be managed with this pledge in mind.

Housekeeping – Attendees will be advised that any members of the public or press are allowed to take photographs, film and audio record the public sections of the meeting.

Members and Members of the Public are asked to set device ring tones/alerts to silent

Presentation by Poynton Bradbury Wynter Cole Architects regarding development proposals for Meadowbrook.

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 04 April 2023.

5. Staffing Committee – to note the Staffing Committee Minutes dated 02 February & 16 March 2023.

6. Lostwithiel Neighbourhood Plan Review Steering group –
 - a) To note the minutes dated 08 February 2023
 - b) To consider feedback from the NPRSG regarding their preference for the format of the NPRSG minutes, to consider the Proper Officer’s response to this proposed format and to agree the minutes format.

7. Planning applications-
 - a) To consider planning applications

PA23/02311	23 Brunel Quays, Great Western Village, Lostwithiel Replace existing glass conservatory roof with a tiled roof.
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 - b) To consider any planning applications received since the publication of the agenda.

8. Licensing application - to consider the following application –

LI23-001634	Castle Brewery No 7 Unit 9a Restormel Industrial Estate Lostwithiel Licensing variation (add on sales, change of hours and add conditions)
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9. Cornwall Council Public Spaces Protection Order (Alcohol Consumption in Designated Public Spaces): Proposed renewal of the current order for October 2023 – to decide if Lostwithiel Town Council wishes to complete the consultation form provided.

10. Cormac Burial Service level agreement – to review the correspondence received and to decide if the Town Council wishes to continue for 2023/24.
11. King Charles III Coronation weekend celebratory plans – to note the updated weekend arrangements, to ensure enough volunteers are able to assist with the road closure and to consider approval of any additional expenditure incurred.
12. Lostwithiel Town Team – to approve the recommendation and request from Lostwithiel’s Town Team that Town Vitality project invoices totalling £4,500 plus Vat are paid and to receive a brief update on both projects from Town Team Chair Cllr Wisdom.
13. Lostwithiel Youth Football club – to consider the grant application received for £2761.22.
14. Lostwithiel Medical Practice – to consider a request received from Dr Hendriksz for a financial contribution towards the Film Company’s invoice.
15. Allotments – to consider the price received for the water harvesting area & to provide feedback on the initial redesign of Long Field.
16. Shire Hall Moor Estuarine Sampling 2023 – to consider the request received for permission to sample noting that the necessary permissions are to be sought from IFCA & MMO.
17. Post box collection times – to consider correspondence received from a member of the public.
18. Institute of Cemetery & Cremation Management – to consider renewal of annual membership at a cost of £95.00.

19. Accounts & Finance

a) To approve payment of the following: -

Date	Cheque Ref	Payee Name	Amount Paid	Transaction Detail
02/05/23	Direct Debit	Biffa	£68.88	Cemetery bin
30/04/23	101999	H G Stacey Ltd	£72.00	Memorial repair
30/04/23	102000	Westernweb	£80.40	Annual renewal of web space, content licence and email services for lostwithielplan
02/05/23	102001	Cornwall ALC Ltd	£36.00	Cllr Chair training
02/05/23	102002	Alison Howe	£50.00	Refund Allotment deposit payment
02/05/23	102003	S Lawrence & L Taylor (Dance Centred)	£500.00	Grant
02/05/23	102004	S Harris	£70.71	Postage
02/05/23	102005	K Hill & Partners Ltd	£6924.00	Bodmin Hill tree works & works at allotments for water storage
02/05/23	102006	ICCM	£95.00	Council annual Membership fee
02/05/23	102007	Palace Printers	£50.00	Coronation Newsletter insert
02/05/23	102008	Paul Mitchell Sacks Ltd	£126.00	Sandbags
02/05/23	102009	Restormel Property	£212.64	KGV gate repair & jackdaws

		Services		
02/05/23	102010	Karen Ross	£530.00	Toilet hire including £200 deposit
02/05/23	102011	Source for business	£52.37	Water Public toilet
02/05/23	102012	South Western Tarmacadam Services	£2100.00	Tarmac outside school and cattle market car park potholes
02/05/23	102013-2016 & 1 x Standing Order	Salary related expenses	£4,334.28	Salary related expenses
		Total	£15,302.28	

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.

20. Guildhall tender – to consider the tender figures received and to agree further instructions for Scott & Co.

S Harris

Mrs S Harris

Town Clerk

25 April 2023