



## **Lostwithiel Town Council Meeting Tuesday 02 May 2023**

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

Mayor Henderson read the following statement to the meeting: -  
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.

Poynton Bradbury Wynter Cole Architects made a pre-planning application presentation regarding development proposals for Meadowbrook to the meeting with an opportunity for follow up questions.

### **Meeting Minutes**

A meeting of Lostwithiel Town Council was held in Lostwithiel Library on Tuesday 02 May 2023 at 7.45pm.

### **Councillors Present**

Mayor Henderson, Deputy Mayor Guiterman,  
Councillor Anders, Councillor Berryman,  
Councillor Guy, Councillor Henderson,

Councillor Jarrett, Councillor Pearce,  
Councillor Rawlings, Councillor Ross,  
Councillor Saundry, Councillor Tipton,  
Councillor Townsend & Councillor Wisdom

**In attendance**

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

**021/23 Apologies of Absence**

None

**022/23 Declarations of Interest**

Councillor Ross declared a non-registerable interest in agenda item  
19 Accounts & Finance.

Councillor Wisdom declared a non-registerable interest in agenda  
item 14 Lostwithiel Medical Practice.

**023/23 Public Participation**

None

**024/23 Meeting Minutes 04 April 2023**

These minutes had already been approved at the Annual Meeting.

**025/23 Staffing Committee Meeting Minutes 02 February 2023  
& 16 March 2023**

It was **resolved** to note the Staffing Committee minutes dated  
02 February & 16 March 2023. Vote – 14 in favour.

**026/23 Lostwithiel Neighbourhood Plan Review Steering Group**

- a) It was **resolved** to note the minutes dated 08 February 2023.  
Vote – 13 in favour, 1 abstention
- b) It was **resolved** to ask the NPRSG to ensure that their meeting  
minutes mirror Town Council minutes and align with the

recommendations previously made by the Council's Proper Officer.

Vote – 10 in favour, 3 against.

**027/23 Planning applications**

a)

PA23/02311

23 Brunel Quays, Great Western Village, Lostwithiel  
Replace existing glass conservatory roof with a tiled roof.

It was **resolved** to support this application. The Town Council considers that this proposal will enhance the property.

Vote – 14 in favour

b) None.

In accordance with Standing Order 1a) Mayor Henderson changed the order of items on the agenda and considered agenda item 11 as the next item.

**028/23 King Charles III Coronation weekend celebratory plans**

Councillor Ross updated Council on the proposed arrangements. It was **resolved** in light of the information provided to cancel the screening of the Windsor concert in the Community Centre on Sunday evening. Votes - 11 in favour, 3 abstentions.

Cllr Tipton left the meeting.

**029/23 Licensing application**

LI23-001634

Castle Brewery No 7 Unit 9a Restormel  
Industrial Estate Lostwithiel

It was **resolved** not to raise any objection to this application.

**030/23 Cornwall Council Public Spaces Protection Order**

It was resolved not to complete the consultation form but to contact Cornwall Council to ask if the shelter at Coulson Park could be removed from the new PSPO. Votes 13 in favour

The clerk was instructed to make a review of signage in the PSPO areas an agenda item for a future meeting.

**031/23 Cormac Burial Service level agreement**

It was **resolved** to continue and sign the SLA for the period 23/24 and to increase the costs in the Council's Cemetery fee table in line with the SLA increases. The clerk was asked to include the digging and preparing of ashes plots in the draft job specification for the new outside member of staff, to contact other local Councils to ask if they used outside contractors or if they would be prepared to provide sexton services to Lostwithiel and to consider introducing at the Cemetery an area to scatter ashes.

**032/23 Lostwithiel Town Team**

It was **resolved** to approve the recommendation and request from Lostwithiel's Town Team that a second stage payment to Hayhurst & Co for £5,400 is paid. Vote – 13 in favour.

Town Team Chair Councillor Wisdom advised the Council that the draft final report for both projects had been received and both have some imaginative suggestions. The Town Team anticipate that final reports will be available quite shortly.

**033/23 Lostwithiel Youth Football Club**

It was **resolved** not to consider this grant application until supporting documents had been submitted. The clerk was also asked to ask if it would be possible for representatives of the Youth Football club to

attend a Town Council meeting to explain in more detail their proposals for an under 10 pitch on King George V playing field.

Vote – 13 in favour.

### **034/23 Lostwithiel Medical Practice**

Councillor Wisdom declared a non-registerable interest and left the meeting room.

It was **resolved** not to consider this grant application until supporting documents had been submitted.

Councillor Wisdom re-joined the meeting.

Councillor Townsend left the meeting.

### **035/23 Allotments**

It was **resolved** to accept the estimated costs of £5884.50 plus Vat to install a rain harvesting system at the top of new field. Council instructed the clerk to ask the contractor if they could please arrange for the IBCs to be filled with water and install them at the top of the field as soon as possible in order to provide allotment holders with a supply of water for this growing season and to also please timetable the construction of the water harvesting structure as soon as possible in order that it is in place for 01 September. The clerk was not instructed to obtain further quotes in accordance with Standing Order 11.2h) as the Council wishes to ensure that the rainwater collection facility is on site as quickly as possible. Once the IBCs filled with water are on site on the field the clerk is instructed to contact each allotment holder to advise that the water supplied should be used sparingly as 4000 litres is all that will be supplied prior to the installation of the rainwater harvesting system this autumn.

Votes – 8 in favour, 3 against, 1 abstention.

It was decided to defer consideration of the initial National Allotment Society design for Long Field to a future meeting.

**036/23 Shire Hall Moor Estuarine Sampling 2023**

It was **resolved** to approve the request to sample noting that the necessary permissions are to be sought from IFCA & MMO.

Votes 12 in favour.

**037/23 Post box collection times**

It was decided to defer this agenda item to a future meeting.

**038/23 Institute of Cemetery & Cremation Management**

It was decided to defer this agenda item to a future meeting.

**039/23 Accounts & Finance**

Councillor Ross having previously declared a non-registerable interest left the meeting room.

Date	Cheque Ref	Payee Name	Amount Paid	Transaction Detail
02/05/23	Direct Debit	Biffa	£68.88	Cemetery bin
02/05/23	200001	Cornwall ALC Ltd	£36.00	Cllr Chair training
02/05/23	200002	Alison Howe	£50.00	Refund Allotment deposit payment
02/05/23	200003	S Lawrence & L Taylor (Dance Centred)	£500.00	Grant
02/05/23	200004	S Harris	£70.71	Postage
02/05/23	200005	K Hill & Partners Ltd	£6924.00	Bodmin Hill tree works & works at allotments for water storage
02/05/23	200006	ICCM	£95.00	Council annual Membership fee
02/05/23	200007	Palace Printers	£50.00	Coronation

				Newsletter insert
02/05/23	200008	Paul Mitchell Sacks Ltd	£126.00	Sandbags
02/05/23	200009	Restormel Property Services	£212.64	KGV gate repair & jackdaws
02/05/23	200010	Karen Ross	£530.00	Toilet hire including £200 deposit
02/05/23	200011	Source for business	£52.37	Water Public toilet
02/05/23	200012	South Western Tarmacadam Services	£2100.00	Tarmac outside school and cattle market car park potholes
02/05/23	200013- 200015 & 1 x Standing Order	Salary related expenses	£4,334.28	Salary related expenses
02/05/23	200016	South West Playground Safety Inspections	£216.00	March & April operational inspections
02/05/23	200017	Dave Maclennan	£6,425.52	Electric works Taprell House
02/05/23	200018	Clarity Copiers Ltd	£12.00	Copy charges
02/05/23	200019	Hayhurst & Co	£5,400.00	Town Team second stage payment
		<b>Total</b>	<b>£27,203.40</b>	

It was **resolved** to authorise the payment of 1 direct debit, 1 standing order and cheque numbers 200001 – 200019.

Votes – 12 in favour

Councillor Ross re-joined the meeting.

**040/23 Guildhall tender**

It was decided to defer this agenda item to a future meeting.

The meeting closed at 10.20pm.

Chairman: Mayor Henderson

Date: 6<sup>th</sup> June 2023