



Lostwithiel Town Council Meeting Tuesday 05 December 2023

Presentation by Luci Isaacson BEM MSc FRGS

Luci gave a very informative presentation to Council regarding flood risk and how to mitigate flood risk and offered to hold a community event on either 21 January or 03 February 2024. Mayor Henderson thanked Luci for her presentation.

Cornwall Councillor Report

None

Meeting Minutes

A meeting of Lostwithiel Town Council was held in Lostwithiel Library on Tuesday 05 December 2023 at 7pm.

Councillors Present

Mayor Henderson, Deputy Mayor Guiterman,
Councillor Anders, Councillor Berryman,
Councillor Guy, Councillor Henderson,
Councillor Kent, Councillor Rawlings &
Councillor Townsend.

In attendance

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

Acting Assistant Town Clerk Miss Groves was in attendance

206/23 Apologies of Absence

Apologies were received and accepted from Councillor Ross, Councillor Saundry, Councillor Tipton and Councillor Wisdom.

207/23 Declarations of Interest

Deputy Mayor Guiterman declared a pecuniary interest in agenda item 16. Accounts and Finance and a non-registerable interest in agenda items 19. Lostwithiel Community Centre

208/23 Public Participation

The Council was addressed by Growing Better Gardens around their reasonings to be able to create a garden at Lostwithiel Community Centre. They listed the benefits to the community for people's mental and physical health. Their current project at Duchy Nursery excludes a lot of people due to the out-of-town location and opening times. They requested access into King George V playing field in order to be able to clear the proposed garden site to the rear of the Community Centre.

The Council was addressed regarding planning application: -
PA23/00842 Copperbarn, Millham Farm, Lostwithiel

209/23 Meeting Minutes 7 November 23

It was **resolved** that the minutes of the 7 November 2023 are accepted, approved and duly signed by Mayor Henderson.
Votes - 7 in favour, 1 abstention.

210/23 Staffing Committee meeting 24 October 2023.

It was **resolved** to note the minutes of the Staffing Committee Meeting held on 24 October 2023.

Votes – 7 in favour, 1 abstention

211/23 Planning applications-

- a) **PA23/09032** Land off Couchwell Lane Lostwithiel

Outline application with all matters reserved for construction of a single dwellinghouse (Re-submission of previous application PA22/09325)

It was **resolved not** to support this application as the proposed development site lies outside the Lostwithiel Neighbourhood Development Plan boundary.

Votes – 8 in favour

Councillor Guy joined the meeting

PA23/09032 Copperbarn Millham Farm Lostwithiel
Agricultural barn

It was **resolved** to support this application

Votes – 8 In favour, 1 abstention

PA23/09248 9 Church Lane Lostwithiel
Application for tree works in a Conservation Area: Removal of Western Red Cedar

This application was noted by Council.

PA23/09375 6 Carbes Lane Lostwithiel
Works to trees in a Conservation Area: works include T1 Sycamore reduce crown by 3 metres to a height of 8 metres.

This application was noted by Council.

b) None

212/23 Lostwithiel Town Council Town Team Committee

It was **resolved** in accordance with Standing Order 8a) and in light of the recent Cornwall Council Town Accelerator Funding announcement to approve the request from Town Team Committee to revert to an independent organisation – Lostwithiel Town Team.

Votes 9 – In favour

213/23 Council's Community Capacity Fund

No update received

214/23 Lostwithiel Town Council Safeguarding Policy

It was **resolved** to approve the revised policy as drafted

Votes – 9 in favour

215/23 Heritage Buildings working party

It was **resolved** to authorise the Heritage Buildings working party to progress the project by submitting the Community Levelling Up Programme Expression of Interest form and to make contact with Lostwithiel Museum and Lostwithiel Town Team.

Votes – 9 in favour.

216/23 Lostwithiel Town Council Tree Inspection

It was **resolved** to approve the report recommendations and put the works identified out to tender and to authorise climbing, aerial & summer inspections as identified.

Votes - 9 in favour

It was further **resolved** to endorse the actions of the Town Clerk in arranging for all hanging branches identified to be removed by the Council's current groundworks contractor.

Votes – 9 in favour.

217/23 Council Policy Review

This agenda item was deferred to a future Council meeting.

218/23 Parkinson Partnership

It was **resolved** to approve the Parkinson Partnership recommendation to opt to tax Edgcumbe House & Taprell House and to authorise the Town Clerk as Section 151 Officer to make the application. It was accepted by Council that in order to make the option to tax application the clerk will also need to register the Council for VAT.

Votes – 9 in favour.

219/23 Rural Services

This agenda item was deferred to a future Council meeting.

220/23 Lostwithiel Town Council 2024-2025 Budget

It was **resolved** to approve Councillor Rawlings's budget recommendations and to instruct the clerk to prepare for consideration by Council 3-year budget forecast projections.

Votes – 9 in favour.

221/23 Accounts & Finance

Deputy Mayor Guiterman having previously declared a pecuniary interest left the meeting room.

Date	Cheque Ref	Payee Name	Amount Paid	Transaction Detail
05/12/23	102046	Scott & Co	£13,544.50	Professional fees
05/12/23	102047-102052 & 1 x Standing Order	Salary related expenses including replacement for cheque 102034	£9,873.15	Salary related expenses including replacement for cheque 102034
05/12/23	Direct Debit	Biffa	£68.88	Cemetery bin December
05/12/23	102053	Brothers Cleaning	£185.00	Jet wash War memorial
05/12/23	102054	Clarity Copiers Ltd	£47.03	Copy charges
05/12/23	102055	Cornwall ALC Ltd	£72.00	Addressing conflict training
05/12/23	102056	Cormac	£353.50	Sexton services
05/12/23	102057	Corserv Facilities Ltd	£1,276.37	Library cleaning & toilet cleaning
05/12/23	102058	EDF Energy Customers Ltd	£271.48	Electric

05/12/23	102059	D Guiterman	£264.96	Allotment water fittings
05/12/23	102060	Land & Heritage	£3,000.00	Tree safety survey
05/12/23	102061	Dave Maclennan	£760.48	Electric works library & kitchen
05/12/23	102062	N Power	£104.92	Public toilet electric
05/12/23	102063	Parkinson Partnership LLP	£900.00	VAT advice on renovation works
05/12/23	102064	Restormel Property Services	£3,850.80	Works to kitchenette area
05/12/23	102065	Source for Business	£41.04	Water for public toilet
05/12/23	102066	SWPSI Ltd	£2,362.82	Play area replace pirouette bearings, fit 2 x King George V play area gates, zip wire brake spring & worn shackles on basket swing
05/12/23	102067	Torch Fire Protection	£151.14	Annual maintenance fire extinguishers & blanket
05/12/23	102068	S Harris	£367.28	Toilet brushes, liquid soap, stationery, stamps, mayor making stationery & napkins, lbc

				adapters, first aid kit, accident book, road flares & safety gloves
		Total	£37,495.35	

- a) It was **resolved** to approve payment of cheque numbers 102046 - 102068, 1 bank standing order & 1 direct debits.

Votes - 8 in favour

Deputy Mayor Guiterman re-joined the meeting.

- b) It was **resolved** to obtain further quotes to change the orientation of one fire door and fit a door lock to the other fire door.

Votes – 9 in favour

222/23 National Joint Council for Local Government Services pay agreement applicable from 01 April 23 – 31 March 24

It was **resolved** to implement the revised pay scales and backdate implementation to 01 April for current and ex-employees.

223/23 Councillor Co-option

This agenda item was deferred to a future Council meeting.

It was **resolved** 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.

Vote – 9 in favour

The meeting closed 10.10pm

Chairman

Date