



**Lostwithiel Town Council Meeting  
will be held  
on  
Tuesday 09 January 2024  
at  
Lostwithiel Library at 7pm**

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

- To receive the Cornwall Councillor Report

## **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 Extraordinary Council Meeting held on 12 December 2023.
5. To note the minutes of the Staffing Committee meeting held on 23 November 2023.
6. Planning applications-

- a) **PA23/09754** Land at Rose Hill, Rose Hill  
Lostwithiel  
Construction of 6 dwellings and associated works

**PA23/09767**

Gweal Gwartha Bodmin Hill  
Lostwithiel

Works to trees subject to a Tree Preservation Order (TPO), works include T8 Douglas Fir - Fell to ground level due to impaired condition. Replace with Sessile Oak Standard. T10 Monterey Pine - Fell to ground level due to loss of companion shelter. Replace with sessile oak Standard. T11 Monterey Pine - Fell to ground level due to loss of companion shelter. Replace with sessile oak Standard.

**PA23/10344**

The Parade Lostwithiel

Works to trees in a conservation area, works include to remove lighting or reduce weight and remove low hanging branches to two limes and beech trees

**PA23/10347**

Belmont Victoria Lostwithiel  
Single-storey extension to bungalow, partial re-roofing, and conversion/alteration of garage. Reinstatement of part of the previously altered stone boundary wall and installation of new access gates.

- b) To consider any planning applications received since the publication of the agenda.
7. St Winnow School footpath widening – to consider submitting comments to the consultation.
  8. Rural Services Network – to ratify the actions of the clerk in accepting the offer of free membership to 31 March 2024.

(Annual membership fee is circa £97-£133 depending on population size.)

9. Lostwithiel Neighbourhood Plan – to note that on 28 June 2022 the Council resolved that in line with best practice and paragraph 33 of the National Planning Policy Framework the Town Council should set up a steering group to review the Neighbourhood Plan. The Neighbourhood Plan Steering Group has not met for many months and a member of the public is requesting an update on progress.
10. Lostwithiel Neighbourhood Plan website – to consider the costs provided to update the sites coding to facilitate transfer to a newer server.
11. Council Policy Review – to review the following documents: -
  - Anti-Fraud, Bribery, Theft & Corruption Policy
  - Statement of Internal Control
  - Investment Strategy
  - Reserves Policy
  - Risk Management
12. Lostwithiel Town Council 2024-2025 Budget – to further consider the draft 2024-2025 budget in the context of the 3-year budget projections, the Council’s Reserves Policy, the list of Earmarked and General Reserves and to approve the budget and required precept.
13. Lostwithiel Town Council 2024-2025 Precept – to resolve to instruct the Proper Officer to submit the precept demand as agreed under agenda item 12 to Cornwall Council.
14. Lostwithiel Museum – to consider the request received to use Lostwithiel Library on Thursday 07 March between 2-5pm to launch a booklet on the Taprells and Taprell House.
15. Accounts & Finance

a) To approve payment of the monthly cheques, bank standing orders & direct debits.

Date	Cheque Ref	Payee Name	Amount Paid	Transaction Detail
09/01/24	DD	Biffa	£62.88	Cemetery bin
09/01/24	102073	National Allotment Society	£66.00	Annual membership fee
09/01/24	102074	Clarity Copiers Ltd	£73.28	Copy charges
09/01/24	102075	Cornwall ALC Ltd	£72.00	Cllr & staff training
09/01/24	102076	Cormac Solutions Ltd	£353.50	Ashes interment
09/01/24	102077	Corserv Facilities Ltd	£1276.38	Library and public toilet cleaning
09/01/24	102078	EDF	£189.59	Electric
09/01/24	102079	D Guiterman	£34.99	Gutter brush
09/01/24	102080	K Henderson	£77.50	Mayor Christmas cards and stamps
09/01/24	102081	K Hill & Partners Ltd	£568.80	Groundworks
09/01/24	102082	Npower	£111.64	Toilet electric
09/01/24	102083	Scott & Co	£1524.76	Final Guildhall fees
09/01/24	102084	SLCC	£36.00	Staff training
09/01/24	102085	SWPSI Ltd	£119.99	Play area inspections
09/01/24	102086	SW Water	£18.31	Toilet water
09/01/24	102087-90 & 1 x Standing Order	Salary related expenses	£4,542.85	Salary related expenses
		Total	£9,128.47	

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.

16. Lostwithiel Community Centre – to consider correspondence received.

*S Harris*

Mrs S Harris

Town Clerk

03 January 2024