



Lostwithiel Town Council Meeting Tuesday 05 March 2024

Cornwall Councillor Report

None

Meeting Minutes

A meeting of Lostwithiel Town Council was held in Lostwithiel Library on Tuesday 05 March 2024 at 7pm.

Councillors Present

Mayor Henderson, Deputy Mayor Guiterman, Councillor Anders, Councillor Berryman, Councillor Dixon, Councillor Henderson, Councillor Kent, Councillor Pearce, Councillor Rawlings, Councillor Ross & Councillor Saundry.

In attendance

1 member of the public was in attendance

Town Clerk Mrs Harris was in attendance.

Acting Assistant Town Clerk Miss Groves was in attendance

284/23 Apologies of Absence

Apologies were received and accepted from Councillor Guy, Councillor Tipton, Councillor Townsend & Councillor Wisdom

285/23 Declarations of Interest

Mayor Henderson declared a non-registerable interest in agenda item 21 Accounts & Finance.

Deputy Mayor Guiterman declared a non-registerable interest in agenda items 12 LEAF, 14 & 24 Lostwithiel Community Centre & 21 Accounts & Finance

286/23 Public Participation

The Council was addressed by a representative from Lostwithiel Environmental Action Forum (LEAF).

287/23 Meeting Minutes 06 February 24

It was **resolved** that the minutes of 06 February 2024 are accepted, approved and duly signed by Mayor Henderson.

Vote – 6 in favour, 5 abstentions.

288/23 Planning applications-

- a) **PA23/09032** Copperbarn Millham Farm
Lostwithiel
Agricultural barn

It was **resolved** to support this application with the proviso that Cornwall Council considers adding a planning restriction that the building is retained in agricultural use for a minimum of 20 years.

Vote – 11 In favour

- PA24/00635** 2 Nikita Terrace Bodmin Hill Lostwithiel
Discharge of Section 106 planning
obligation dated 02.11.2001.

This application was noted by Council.

- PA24/01110** Peregrine Hall Lostwithiel
Sub-division of Stable Cottage to provide a one-bedroom apartment and a two-bedroom apartment, creation of 2 x 3-bedroom apartments from 4 x single bed chapel apartments addition of a conservatory extension to Wing Cottage and erection of a canopy roof/car port at the rear of the plant room together with miscellaneous internal and external alterations with variation of condition 2 of decision PA15/08926 dated 16/12/2015.

It was **resolved** to support this revised application

Vote – 9 In favour, 2 Against.

- b) None

289/23 Cornwall Council Local Plan

It was **resolved** that a small working party is set up to review the Cornwall Local Plan to report back to Council prior to the next CAP meeting and that the membership of this working party is: -

Mayor Henderson, Councillor Berryman and Councillor Rawlings.

Vote – 11 in favour.

290/23 Cornwall Council Fore Street Lostwithiel footway widening

It was **resolved** to support the proposed footway widening as drafted. However, the clerk was instructed to mention in the response that the Council would like to suggest that the proposal is modified to include a bollard to mirror the bollard on the other side of the road.

Vote 10 in favour, 1 abstention.

291/23 Cornwall Council Town & Parish Council Newsletter 09 February 2024 – Electric vehicle charging points

It was **resolved** to instruct the clerk to submit an Expression of Interest form. Vote – 11 in favour.

292/23 Cornwall Council Section 106 monies

It was **resolved** to use some of the monies to replace the large piece of play equipment in the King George V play area and to instruct the clerk to make enquiries with the Environment Agency PSO regarding an extension to the skatepark to be designed for use by younger children.

Vote – 10 in favour. 1 abstention.

293/23 Cornwall Council Local Maintenance Partnership

It was **resolved** not to participate in this year's LMP scheme

Vote – 11 in favour

294/23 Cornwall Council funding bids to receive updates on the following: -

a) Community Capacity Fund

It was **resolved** to instruct the Proper Officer to write an email to invite the Town Team to work with the Town Council to drive the project forward advising that the monies will need to be administered in accordance with the Council's Standing Orders & Financial Regulations.

Vote – 11 in favour.

b) Community Levelling up Programme

It was **resolved** to delegate authority to the Town Clerk supported by the Heritage Buildings working party to submit the Council's CLUP bid to Cornwall Council and to agree to Town Council match funding of £15,000. Vote – 11 in favour.

Deputy Mayor Guiterman having previously declared a non-registerable interest left the meeting.

295/23 Lostwithiel Environmental Action Forum (LEAF)

It was **resolved** to support LEAF in their campaign to insist that Network Rail retains a human presence in the signal box on health and safety grounds prior to the installation of the footbridge, to request a footbridge update from CC Martin and for the Town Council to also send their own letter to Network Rail.

Vote – 9 In favour, 1 Against.

Deputy Mayor Guiterman rejoined the meeting.

296/23 Second Island walkway commemorative stone

It was **resolved** that the Council would ask the member of public if they have any photos of the undamaged stone and then obtain prices for repair/replacement.

Vote – 9 in favour. 2 abstentions.

297/23 Lostwithiel Community Centre

It was noted by Council that it had not received for consideration a schedule of payments against cheque number 102090.

298/23 University student Conservation Engineering project

It was **resolved** to support the request for consent to use Edgcumbe House & The Guildhall as buildings of historical value to write a report as part of a final year assessment for a MEng degree with the proviso that the Council receives details of the title of the project and a copy of the report on the building when available.

Vote – 11 in favour.

299/23 SLCC Annual Membership

It was **resolved** that the Council would pay the clerk's SLCC Annual Membership fee of £403.00. Vote – 11 in favour.

300/23 Town Council insurance

It was **resolved** to renew the insurance policy with Zurich with a three-year undertaking and to instruct the Proper Officer to consult with Zurich to ensure insurance cover is sufficient.

Vote – 11 in favour.

301/23 Library Fire doors

It was **resolved** to accept the recommendations and price received and to authorise the Proper Officer to proceed without further reference to Council. Vote – 11 in favour.

302/23 Veteran's sculpture

It was **resolved** to agree in principle, subject to design, size, height and planning permission. Vote – 10 in favour. 1 abstention.

303/23 Lostwithiel Town Council Smoke-free Policy

It was **resolved** to approve the policy as drafted. Vote – 11 in favour.

Mayor Henderson and Deputy Mayor Guiterman having previously declared a non-registerable interest left the meeting.

Councillor Anders left the meeting.

It was **resolved** that Councillor Ross would take the Chair.

Vote – 8 in favour

304/23 Accounts & Finance

a)

Date	Cheque Ref	Payee Name	Amount Paid	Transaction Detail
05/03/24	DD	Biffa	£78.60	Cemetery bin
05/03/24	DD	Biffa	£253.80	Standard general waste sacks
05/03/24	BACS	Corserv Facilities Ltd	£1,276.38	Cleaning
05/03/24	200109	EDF Energy	£68.66	Electric
05/03/24	200110	EDF Energy	£297.23	Car park Electric
05/03/24	200111-113	Cheques destroyed	£0.00	Cheques destroyed
05/03/24	200114	Npower	£92.04	Electric
05/03/24	BACS	SLCC	£403.00	Clerk's annual

				membership fee
05/03/24	BACS	Source for Business	£38.87	Public toilet water charges
05/03/24	200117	Cheque destroyed	£0.00	Cheque destroyed
05/03/24	200118	Lostwithiel Community Centre	£1,250.00	Third monthly payment see minute 180/23
06/03/24	200119-102 & 1 x Standing Order	Salary related expenses	£6,008.36	Salary related expenses
06/03/24	BACS	Duchy of Cornwall	£540.00	Second Island rent
06/03/24	200124	Cheque destroyed	£0.00	Cheque destroyed
06/03/24	BACS	Sandra Harris	£393.55	Stationery, stamps, fridge, microwave & rugs
06/03/24	BACS	Rialtas	£30.00	Transfer of software
05/03/24	200127	D Guiterman	£33.93	Allotment fittings
05/03/24	200128	Cheque destroyed	£0.00	Cheque destroyed
05/03/24	BACS	Clarity Copiers Ltd	£42.89	Copy charges
05/03/24	BACS	Zurich	£4,879.72	Annual premium
05/03/24	200131	K Henderson	£18.00	Flowers
		Total	£15,705.03	

It was **resolved** to approve payment of cheque numbers 200109, 200110, 200114, 200118 - 202122, 200127, 200131 1 bank standing order, 2 direct debits, 8 BACS payments with the proviso that 200118 is not issued prior to the receipt of a schedule of the Community Centre's February payments.

Vote - 8 in favour

Mayor Henderson and Deputy Mayor Guiterman returned to the meeting.

b) It was **resolved** to authorise Councillor Ross to sign the bank reconciliation as at 31 January 2024. Vote - 10 in favour

c) It was **resolved** to note the report provided comparing expenditure to budget forecast as at 31 January 2024 noting that earmarked reserve transfers will be made at year end. Vote -10 in favour

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 – 10 in favour

The meeting closed 9.45pm

Chairman

Date