



## **Lostwithiel Town Council Meeting Tuesday 02 April 2024**

### **Cornwall Councillor Report**

None

### **Meeting Minutes**

A meeting of Lostwithiel Town Council was held in Lostwithiel Library on Tuesday 02 April 2024 at 7pm.

### **Councillors Present**

Mayor Henderson, Deputy Mayor Guiterman, Councillor Berryman, Councillor Dixon, Councillor Guy, Councillor Henderson, Councillor Pearce, Councillor Rawlings, Councillor Townsend & Councillor Wisdom.

### **In attendance**

6 members of the public were in attendance

Town Clerk Mrs Harris was in attendance.

Acting Assistant Town Clerk Miss Groves was in attendance

### **310/23 Apologies of Absence**

Apologies were received and accepted from Councillor Anders, Councillor Kent, Councillor Ross, Councillor Saundry & Councillor Tipton.

### **311/23 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 item 24 Lostwithiel Community Centre

Councillor Dixon joined the meeting.

### **312/23 Public Participation**

The Council was addressed by two members of the public regarding Planning application PA24/01112 Meadowbrook House Grenville Road, one member of the public regarding agenda item 13 BT payphone in North Street and a representative from the Duchy of Cornwall regarding agenda item 6 Restormel Woodland Creation Consultation.

### **313/23 Meeting Minutes 06 March 24**

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

Vote – 7 in favour, 3 abstentions.

### **314/23 Planning applications-**

- a) **PA24/01050** Listed Building Consent for renewed ventilation to undercroft, re-painting works, capping of parapet wall in lead Bandroom, Old Duchy Palace Quay Street Lostwithiel

It was **resolved** to endorse the comments made by Historic England & Cornwall Council Historic Environment Planning and to express the view that more detailed information needs to be provided by the applicant before a decision can be made and to request the Council is consulted again when this information has been received.

Vote – 10 In favour

- PA24/01112** Demolition of the existing 42-bedroom care home and the construction of new 36-unit close care apartment building and a new 77-bedroom care home to replace existing Cornwallis Care Services Ltd Meadowbrook House 52 Grenville Road Lostwithiel

It was **resolved** to hold an extraordinary meeting on 16<sup>th</sup> April 2024 to consider this application. Vote – 10 In favour

- PA24/01513** Proposed extension to form a residential annexe

Downend Cottage Grenville Road  
Lostwithiel

It was **resolved** to support this application. Vote – 10 In favour

**PA24/01808**

Non-material amendment in relation to decision notice PA18/04962 dated 26.11.2018 for removal of solar panels on roof of buildings 4 and 5.

The Yard, Buildings 4 and 5 Residential Development off Grenville Road  
Lostwithiel.

It was **resolved** not to support the removal of the solar panels on the roof of buildings 4 and 5. The Council considers it is important to increase the amount of energy generated via renewable resources in response to climate change. Vote – 10 In favour

b) None

c) An Kernyck Bodmin Hill - It was **resolved** to instruct the clerk to make a formal submission to Cornwall Council's Planning Enforcement Team regarding the demolition of An Kernyck Bodmin Hill asking them to investigate with urgency. Vote – 10 In favour.

It was also **resolved** to request that the Proper Officer contacts the Council's solicitors. Vote – 10 In favour

**315/23 Duchy of Cornwall Restormel Woodland Creation Consultation**

The Council endorsed the methodology expressed by Duchy of Cornwall to plant mixed conifer and broadleaf woodland to enhance the connectivity and biodiversity of the woodland areas on the Restormel Estate.

**316/23 Lostwithiel Railway sidings**

a) It was **resolved** to take forward the conversation with Network Rail regarding the possibility of a transport hub on the railway sidings. Vote 8 in favour, 2 abstentions.

b) It was **resolved** to delegate the authority to the Proper Officer, working with Council Members to assign a maximum budget of £1500 for initial research/clearance process. Vote – 9 in favour, 1 abstention

### **317/23 St Bartholomew's Meadow Affordable Housing allocation**

It was **resolved** to instruct the Proper Officer to make contact with Home choice and the site developer to ascertain the general principles of the allocation criteria and the consistency used on this development.

Vote – 10 in favour.

### **318/23 Cornwall Council Community Capacity Fund**

- a) It was **resolved** to instruct the Proper Officer to sign the revised grant offer letter. Vote – 10 in favour.
- b) It was **resolved** to set up a new Community Capacity Fund Project Advisory Committee to include three members of the Lostwithiel Town Team namely Michelle Nineham, Sarah Preece & Julie Tamblin and Deputy Mayor Guiterman as a Councillor. Vote – 9 in favour, 1 abstention.
- c) It was **resolved** to agree the draft Terms of Reference for the Community Capacity Fund Project Advisory Committee as drafted. Vote – 9 in favour, 1 abstention

### **319/23 Cornwall Council Community Levelling Up Programme grant**

- a) Mayor Henderson gave a verbal update to Council advising that the completed application form has been submitted for feedback and the first meeting has taken place regarding procurement.
- b) It was **resolved** to agree to using Cornwall Council's Procurement Policy for this potential project. Vote – 10 in favour
- c) It was **resolved** to instruct Scott & Co to prepare existing plans including measured surveys, proposed plans and details and specifications of work with associated drawings at a cost of £13,000 plus disbursements and VAT. Vote – 10 in favour
- d) It was **resolved** to adopt the Equality, Diversity and Inclusion policy as drafted. Vote – 9 in favour, 1 abstention  
It was further **resolved** to adopt the Environmental Sustainability Development Policy with the amendment in Section 3 from 'allocate' to 'consider allocating'. Vote – 10 in favour

### **320/23 Lostwithiel Library**

- a) & b) The Council considered the correspondence and photos illustrating the proposed cabling route.
- c) It was resolved to authorise the Proper Officer to submit Listed Building Consent for the works (if deemed required by Cornwall

Council) and to authorise the signature of the BT wayleave as drafted.  
Vote – 10 in favour.

### **321/23 Allotments**

It was **resolved** not to proceed with the plot clearance quote from the Council's grass cutting contractor. Vote – 9 In favour, 1 Abstention.

It was **resolved** to accept the offer from Deputy Mayor Guiterman & Councillors Berryman, Henderson & Rawlings that they would set up a working party to trim the plots to ground level and clear any plot debris. Mayor Henderson volunteered to take the rubbish, plastic chairs, plastic and other materials to the tip. Vote – 8 In favour, 2 Abstentions.

### **322/23 BT payphone North Street**

It was **resolved** that the Council wish to object to the removal of the telephone call box under the criteria that there is poor coverage from all four mobile network providers throughout the town. Vote – 10 in favour

### **323/23 D-Day 80<sup>th</sup> Anniversary Commemorations Thursday 06 June**

It was **resolved** to set up a working party to bring forward suggestions to the Town Council at the next meeting regarding Lostwithiel's commemoration arrangements and to agree membership is to include: - Mayor Henderson, Councillor Ross, Councillor Townsend, Reverend Sheila Bawden and Mrs Gill Parsons.  
Vote – 9 In favour, 1 Abstention.

### **324/23 Rural Market Town Group**

It was **resolved** not to continue with a paid membership.  
Vote – 10 in favour.

### **325/23 Lostwithiel Community Centre**

It was **resolved** to note that cheque number 102090 for £1,250 was used by the Community Centre as part payment of their British Gas bill dated 06 February 2024. Vote – 10 in favour.

### **326/23 Lostwithiel School litter picking**

It was **resolved** to thank Lostwithiel School for their excellent community spirited Team 12 litter pick around the town and to donate £100 towards current and future winning litter posters competition entries being converted into waterproof signs. The clerk was asked to request that consideration is given to where the signs are placed so as not to become

litter themselves and to suggest that businesses in the town are asked to display them in the shop windows. Furthermore, the Clerk was instructed to advise the school that the children litter picking on any Town Council owned land would not be covered under the Town Council's insurance policy. Vote – 10 in favour.

### **327/23 Guildhall noticeboard**

Council decided to defer this agenda item to the May Council meeting.

### **328/23 King George V playing field removed play area gates**

It was **resolved** to try to sell the gates to the Parish Council that has expressed an interest for £250 plus VAT each. Vote – 10 in favour

### **329/23 Climbing net replacement**

It was **resolved** not to replace the climbing net at a cost of £1,950 plus VAT excluding installation. It was further resolved to instruct the Council's contractor to remove the large piece of equipment, to obtain prices for a replacement piece of equipment that will fit into the space and to advise members of the public of the rationale behind the decision and that there will be a consultation on the short list of potential replacement equipment as soon as available. Vote – 10 in favour.

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

### **330/23 Accounts & Finance**

a)

Date	Cheque Ref	Payee Name	Amount Paid	Transaction Detail
02/04/24	BACS	APS Construction Services Ltd	£2482.50	Public toilet cleaning
02/04/24	DD	Biffa	£62.88	Cemetery bin
02/04/24	DD	Biffa	£624.00	2 x Annual litter bin contracts Skatepark & Rosehill
02/04/24	BACS	Richard Buxton	£1674.00	Gillyflower Planning application
02/04/24	BACS	Corserv Facilities Ltd	£933.90	Cleaning
02/04/24	BACS	Cornwall Council	£36.00	DBS fee

02/04/24	200132	Cornwall Council	£11,137.43	Rates
02/04/24	BACS	Cornwall ALC Limited	£144.00	Staff & member training Charitable Trusts
02/04/24	BACS	EDF Energy	£154.59	Electric
02/04/24	BACS	S Harris	£65.45	Paper, padlock & key cutting
02/04/24	BACS	K Henderson	£151.00	Mayoral visit to Pleyber Christ
02/04/24	Direct Debit	ICO	£35.00	Annual registration
02/04/24	BACS	Npower	£51.96	Electric
02/04/24	BACS	SLCC	£90.00	CPD training course fees
02/04/24	BACS	Source for Business	£25.43	Public toilet water charges
02/04/24	200133	Lostwithiel Community Centre	£1,250.00	Fourth monthly payment see minute <b>180/23</b>
02/04/24	BACS & Standing Order	Salary related expenses	£6,008.36	Salary related expenses
02/04/24	BACS	SWPSI Limited	£905.99	Play area repairs & maintenance March monthly inspections
02/04/24	BACS	Worknest	£3,748.50	Year 2 fees
02/04/24	BACS	WesternWeb Ltd	£126.00	Renewal of Lostwithiel.plan domain (2 years)
02/04/24	Direct Debit	Zen	£34.80	Phone services monthly fee
		Total	£29,741.79	

It was **resolved** to approve payment of cheque numbers 200132 & 200133 and the bank standing order, direct debits, 16 BACS payments with the proviso that 200133 is not issued prior to the receipt of a schedule of the Community Centre's February & March payments. Vote – 9 in favour.

Mayor Henderson returned to the meeting.

- b)** It was **resolved** to authorise the closure of two bank accounts one now and one in June and that the funds and accrued interest are transferred via BACS to the new accounts.

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 9.35pm

Chairman

Date