



**Lostwithiel Town Council Meeting
will be held
on
Tuesday 02 July 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 19 June 24 having previously been circulated and taken as read.
5. To note the Neighbourhood Plan Steering Group minutes dated 28 May 24.
6. Lostwithiel Neighbourhood Plan review – to consider the revised Lostwithiel Character Zone descriptions for paragraph 149.

7. Planning applications-
a)

PA24/03972

Part commenced replacement of existing bungalow with a new dwelling (new dwelling to be as per previously approved application PA23/03252)
An Kernyk Bodmin Hill Lostwithiel

PA24/04434

Works to a tree in a conservation area, works include fell a large dead Eucalyptus tree
Rose Cottage 4 Carbes Lane Lostwithiel.
As this application is for works to trees in a Conservation Area it will be decided by

Cornwall Council under delegated authority.
The Town Council does not need to submit any comments to the local planning authority and the letter received is merely to notify the Town Council that an application has been received.

b) To consider any planning applications received since the publication of the agenda.

8. Cornwall Council Highways damaged footway adj. former Royal Talbot Hotel – to consider the suggestion received regarding the strategic placement of planters.
9. Cornwall Council Highways Bodmin Hill trees – to consider the correspondence received and to approve the identified works.
10. Hire of Town Council Land – to consider the application received to hire the Parade from Easter through to the end of September to provide seating for the Little Ice Cream Shop.
11. Hire of Town Council Land – to consider the request received from Lostwithiel School PTA to waive the Charity Hire fee for King George V playing field.
12. Maintenance Contract – to consider the report received and delegate the authority to the Town Clerk to oversee the schedule approved at the meeting.
13. Allotments – to note that despite significant investment in the rainwater harvesting system all IBCs are empty and to decide how to take this forward
14. Cemetery grass cutting – to consider the approval of a cut & collect and the proposed Cemetery cutting timetable as drafted.
15. Second Island - to note that the neighbouring property has agreed to the use of Triclopya adjacent to his property in order to reduce/prevent further plant encroachment and to decide if the Council wishes to authorise the Council's contractor to proceed on this basis.

16. Fowey Port Users Group Terms of Reference – to note the correspondence received from DM Guiterman which advises as follows:- *‘the group is subservient to national regulations governing such groups which state that it is the individual who is (in this case) the PUG member, not the organisation they represent. It follows that I would be eligible to be on the PUG for 9 years after which time Lostwithiel Town Council would need to seek a new rep. It was agreed that the 9 years should start from 2 years ago which is the time from which suitable membership records exist.*

17. Lostwithiel Cemetery – to consider the request received which is not accordance with the current Cemetery operating procedures to inter two further sets of ashes into a grave which already has two burials and one set of ashes.

18. Lostwithiel Mayor Making 2024 – to receive a further update from Mayor Henderson

19. Accounts & Finance

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

Date	Cheque Ref	Payee Name	Amount Paid	Transaction Detail
02/07/24	Online payment	APS Construction Services Ltd	£5926.18	June Maintenance works and 2 nd quarter charge for cleaning contract works
02/07/24	DD	Biffa	£78.60	Cemetery bin
02/07/24	Online payment	Cornwall ALC Limited	£43.20	Staff e-learning & Code of Conduct training Cllr Pearce
02/07/24	Online payment	Cornwall Supplies Cleaning	£53.81	Toilet paper

02/07/24	Online payment	DCS Pest Control (Cornwall) Ltd	£60.00	Pest control King George V playing field
02/07/24	Online payment	Duchy Defibrillators	£228.00	Annual monitoring fee
02/07/24	Online payment	EDF Energy	£194.89	Electric
02/07/24	Online payment	Npower	£75.21	Electric – public toilet
02/07/24	Online payment	Source for Business	£56.91	Public toilet water charges
02/07/24	Online payments and 1 x Standing Order	Salary related expenses	£7,422.64	Salary related expenses
02/07/24	Online payment	SWPSI	£119.99	Monthly play area inspection fees
02/07/24	Direct Debit	Zen	£34.80	Phone and broadband
		Total	£14,294.23	

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.

20. Heritage Buildings working party – to receive an update regarding the CLUP bid and to consider (if required) approval and issue of the tender document as drafted.

S Harris

Mrs S Harris - Town Clerk - 26 June 2024