



**Lostwithiel Town Council Meeting
will be held
on
Tuesday 06 August 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 a presentation from the Trustees of Lostwithiel Community Centre

- 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 Council meeting held on 02 July 24 having previously been circulated and taken as read.
5. To receive the minutes of the Staffing Committee meeting held on 04 January 2024.
6. To note the Neighbourhood Plan Steering Group minutes dated 25 June 24.
7. Lostwithiel Neighbourhood Plan review - to consider the revised Community Wellbeing & Recreation text.
8. Cornwall Council consultation – Draft revised Statement of Principles – Gambling Act 2005 – to draft the Town Council's response
9. Cornwall Council consultation – Draft Housing Decarbonisation Strategy – to draft the Town Council's response.
10. Safety of Electric-Powered Micromobility Vehicles and Lithium Batteries Bill – to consider the information provided and to decide if Lostwithiel Town Council wishes to support the campaign

11. Cornwall Council car parks – to consider the information provided to the recent CALC meeting and to authorise the issue of the letter to Cornwall Council’s Scott Sharples & Sarah Scoltock as drafted.
12. Mayor’s Report – to receive a verbal update from the Mayor on any meetings attended and any future dates for the diary. For information only.
13. Councillor Reports – to receive reports/updates on any meetings attended by Members as representatives of the Town Council and future dates for the diary. For information only.

14. Planning applications-
a)

PA24/04730

Proposed two-storey extension to the south elevation and a single storey extension to the rear, without compliance with condition 2 of decision PA20/01565 dated 19.03.2020.
Skylarks The Uplands Lostwithiel

PA24/05074

Notification of works to trees in a Conservation Area namely Conifer – Remove down to ground level. Maple – reduce maple back to growth points leaving an upright stem to develop regrowth.
Braeside Edgcumbe Road 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.

PA24/05311

Alterations to community centre to provide improvements on accessibility and layout.
Replacement roof structure to Southern section and replacement roof covering throughout.
Community Centre Pleyber Christ Way
Lostwithiel

PA24/05674

Works to trees subject to a tree preservation order TOP – Poplar tree – reduce 3 no. lower level branches as shown in picture
6 Coffa Bridge Close Lostwithiel

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

15. Lostwithiel Town Team - to note and endorse the summary of the applications to Cornwall Council's Town Accelerator Fund & the Town Centre Revitalisation Fund.
16. Hire of Town Council Land – to consider the correspondence received from the Little Ice Cream Shop advising that the draft minutes are incorrect and to decide how the Council wishes to proceed.
17. Flood Wardens – to consider the request received asking that Flood Wardens complete surveys for a Dissertation titled 'Cornish Communities: The perception of risk of flooding, the relationship between Volunteer Flood Wardens and struggles of recruitment.
18. King George V consultation – to consider the information provided and to decide if the Town Council wishes to consult this Autumn on improvements to recreational facilities at King George V playing field.
19. Maintenance Contract – to consider the report received and delegate the authority to the Town Clerk to oversee the schedule approved at the meeting.
20. Lostwithiel Community Centre – to consider the two sets of bills received and to authorise issue of the two remaining cheques.
21. RoSPA Operational Outdoor Playground Inspection training course – to note that the Town Clerk's qualification expires on 08/10/24 and to decide if the Council wishes the Town Clerk to undertake training and the examination at a cost of £820 or the Routine Outdoor Inspection training course at a cost of £430 or neither. (Certification lasts for 3 years).
22. River Fowey saltmarsh surveys – to note the correspondence received.

23. Accounts & Finance

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

Date	Cheque Ref	Payee Name	Amount Paid	Transaction Detail
06/08/24	Online payment	APS Construction Services Ltd	£3,536.10	2 nd quarter charge Aug- Nov 24 for litter picking contract
06/08/24	DD	Biffa	£114.48	Cemetery bin & annual waste transfer note
06/08/24	Online payment	Cornwall ALC Limited	£72.00	Staff e-learning
06/08/24	Online payment	Cornwall Council	£36.00	DBS check
06/08/24	Online payment	EDF Energy	£2.43	Electric
06/08/24	Online payment	Rachel Groves	£27.00	Mileage for CALC training at Carn Brea
06/08/24	Online payment	Karin Henderson	£434.66	Mayor making refreshment expenses
06/08/24	Online payment	Npower	£71.44	Electric – public toilet
06/08/24	Online payment	Source for Business	£168.20	Public toilet & Edgumbe House water charges
06/08/24	Online payments and 1 x Standing Order	Salary related expenses	£7,422.64	Salary related expenses
06/08/24	Online payment	SWPSI	£119.99	Monthly play area inspection fees

06/08/24	Online payment	Western Web	£96.00	Annual renewal of webspace Lostwithiel Town Team
06/08/24	Direct Debit	Zen	£34.80	Phone and broadband
		Total	£12,135.74	

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.

24. Lostwithiel Community Centre Financial Assessment – to consider the report received.
25. Tenders – to consider the Heritage Buildings tenders received.
26. Heritage Buildings team – to consider the report provided and to authorise the Heritage Buildings team, if the CLUP bid is successful, to drive forward the project without further reference to Council with the caveats that project delivery is as previously agreed by Council in the CLUP application, as specified in this report and that the contribution from Town Council funds is restricted to £15,000.
27. Community Capacity Fund Project Advisory Committee – to consider authorising the following:-
 - The issuing of the tender as drafted (already reviewed by the Committee)
 - The clerk forwarding redacted tenders to the CCFPAC for comment prior to the Council meeting on 01 October
 - The attendance of both the Chair & Vice Chair of the CCFPAC at the closed session on 01 October to present their recommendations.
28. Planning Inspectorate – to note that the Council has received a copy of comments made by a Lostwithiel resident to the Planning Inspectorate

regarding case 3340419 and to authorise the clerk to respond to the Planning Inspectorate (if required) without further reference to Council.

29. Staffing Committee – to consider authorising the recommendations presented by the Committee Chair.
30. Anthony Harris & Company Solicitors – to consider the correspondence received and to decide if the Council wishes to be involved.

S Harris

Mrs S Harris

Town Clerk

31 July 2024