



**Lostwithiel Town Council Extraordinary Meeting
will be held
on
Wednesday 16 July 2025
at
The Guildhall Lostwithiel at 7pm**

Members of the Press & Public are invited to attend under the Public Bodies (Admission to Meetings) Act 1960. Under the Openness of Local Government Bodies Regulations 2014, any members of the public or press are allowed to take photographs, film and audio record the proceedings and report on all public sections of the meeting. Therefore, 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.

Under the Local Government Act 1972 Sch 12 10(2)(b), Council is unable to make any decision on matters not listed on the agenda.

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.
(LGA 1972 Sch12 s40)
2. To receive from Council Members any Declarations of Interest
(Localism Act 2011)
 - a) Pecuniary Interests – to receive Declarations of Pecuniary Interests as declared on the Register of Interests
 - b) Non-registerable Interests – to receive Declarations of Non-registerable Interests
 - c) Dispensations - to consider and report on any requests for dispensation in line with the Council's Code of Conduct
 - d) Gifts & Hospitality – to declare any gifts or hospitality in line with the Council's Code of Conduct
3. Public Participation – Time allowed for members of the public to address the Council on matters on the agenda. A question shall not require a response at the meeting nor start a debate on the question. The Mayor or meeting Chair may direct that a written or oral response be given – Maximum time allowed 15 minutes.

(Public Bodies (admission to Meetings) Act 1960)

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. Meeting Minutes - to receive and resolve to adopt the minutes of the Council meeting held on 02 July 2025 having previously been circulated and taken as read.

(LGA 1972 Sch 12 para 41)

5. 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).

6. 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)

7. Planning Applications

a)

PA25/04280

Bottom Flat 12B Queen Street Lostwithiel
Replace existing wood framed, single glazed windows and doors with upvc double glazed windows , upvc back door and composite front door

PA25/04622

Land South West of Four Oaks
St Nicholas Park Lostwithiel
Permission in Principle for the construction of one dwelling

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

8. Cornwall Council Central Planning Committee meeting Monday 28 July 10am Truro – to note that this Planning Committee meeting will be considering *PA24/01112 Meadowbrook House 52 Grenville Road 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* and in accordance with the Town Council's Addressing Cornwall Council Planning Committees Policy to appoint a Councillor to represent the Town Council's views on this planning application at the meeting.

9. Cornwall Highways – A390 No Man's Land Lostwithiel Proposed Road Safety Scheme Public Consultation – to review the consultation papers and to formulate Lostwithiel Town Council's response.

10. Cornwall Council Street Trading Policy consultation – to review the consultation document and formulate Lostwithiel Town Council's response.

11. Forest Stewardship Council assessment of forest management by the Duchy of Cornwall – to decide if the Town Council wishes to comment on the assessment and if so to formulate the Council's response

12. Lostwithiel Art Salon – to consider the request received for free use of Edgcumbe House and the Guildhall Lostwithiel on Saturday 13 September as part of the Lost in Art Town Tour in exchange for free publicity to promote the Council's venues.

13. Sing along the river – to consider the request received to use the Parade on Saturday 23 August

14. Lostwithiel Town Trail – to consider the following:-

- the request to use the Parade on Saturday 23 August
- approval of phase 4

15. Citizens Advice Cornwall – to consider the correspondence received and to decide if the Council wishes to make a donation to their services.

16. Lostwithiel Town Council Grant Application – to consider the application received for £10,000 to help towards the build costs of the new surgery extension.

17. LEAF – to consider the request received for a new Town Council representative.

18. Edgcumbe House Lostwithiel – to consider the request received from a neighbour that blinds or curtains are put up in the stairwell windows on the first and second floors to limit light pollution.

19. Castle Hill cemetery fees – to consider increasing the fees as drafted.

20. Accounts & Finance

a) To approve the list of payments as drafted.

Date	Cheque Ref	Payee Name	Amount Paid	Transaction Detail
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16/07/25	Online payment	APS Construction Services Ltd	£3,896.10	2 nd quarter litter picking charges & June inspection fee
16/07/25	Direct Debit	Biffa	£121.58	Cemetery bin
16/07/25	Online Payment	John Berryman	£23.15	Tree guard
16/07/25	Online payment	Cormac	£1,409.12	Sexton services
16/07/25	Online payment	CALC	£42.00	Election training part 2
16/07/25	Online payment	EDF	£324.63	Electric – car park
16/07/25	Online payment	Andrew Maclellan	£147.66	Install data cable at Guildhall & check library heaters
16/07/25	Online payment	NPower	£341.79	Library electric charges
16/07/25	Online payment	Palace Printers	£400.00	1600 A5 survey booklets
16/07/25	Online payments & one Standing Order	Salary related expenses	£8,663.30	Salary related expenses
16/07/25	Online payment	Source for Business	£7.93	Public toilet water charges
16/07/25	Online payment	VOIP Studio	£11.99	Phone line
16/07/25	Online payment	Westernweb	£96.00	Annual renewal of webspace & content management for lostwithieltownteam.org.uk
16/07/25	Online payment	Zen	£69.60	Broadband Edgcumbe & Guildhall
		Total	£15,554.85	

To resolve that under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting and that the live streaming and any recording cease, during the consideration of the following item(s) of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted .

Closed session

21. Town Team complaint – to consider further correspondence received.
22. Lostwithiel Community Centre lease – to receive any update which may be available on the lease registration process.

J Berryman

Councillor John Berryman

Mayor of Lostwithiel

10 July 2025