

## Lostwithiel Town Council – Planning Committee Meeting

Tuesday 15 October 2013

A Meeting of the Town Council's Planning Committee was held in the Guildhall on Tuesday 15 October 2013.

### Councillors present

Committee Chairman Councillor Robson,  
Committee Vice Chairman Councillor Abbiss,  
Mayor Mrs Parsons, Deputy Mayor Mrs Jarrett,  
Councillor Hughes, Honoured Burgess Peareth,  
Councillor Mrs Ross & Councillor Watkins

### In attendance

Councillor Milne  
Cornwall Councillor Bay  
Town clerk Mrs Harris

Two members of the public were in attendance

### PL416/13 PUBLIC PARTICIPATION

The Council was addressed regarding planning application PA13/07857 Lostwithiel Golf & Country Club, Cott Road, Lower Polscoe, Lostwithiel.

### PL417/13 APOLOGIES

None.

### PL418/13 DECLARATIONS OF INTEREST

Vice Chairman Councillor Abbiss and Honoured Burgess Peareth declared non registerable interests in Planning Application PA13/07857.

### PL419/13 MINUTES

The minutes of the Planning Meeting of 10 September 2013 were approved and signed by the Committee Chairman Councillor Robson. Proposed Councillor Abbiss, seconded Councillor Hughes. This proposal received the support of the Committee.

### PL420/13 PLANNING DECISIONS

None

### PL421/13 PLANNING APPLICATIONS

- a) PA13/07857      Lostwithiel Golf and Country Club, Cott Road, Lostwithiel  
Change of use of eight barns (formerly letting bedrooms) to eight dwellings, together with associated internal site road layout changes, the formation of a new access and the erection of eight affordable dwellings for sale to local people.

Vice Chairman Councillor Abbiss and Honoured Burgess Peareth having previously declared non registerable interests left the meeting room.

*It was proposed by Councillor Watkins and seconded by Deputy Mayor Mrs Jarrett that Lostwithiel Town Council supports this applications with the following provisos:-*

- a) The affordable housing is offered in the first instance, as stated in the application, to residents within the Parish of Lostwithiel.*
- b) The Section 106 conditions are upheld*
- c) The Town Council is made aware of the traffic management plan prior to the commencement of works.*

*This proposal received the support of the Committee.*

Vice Chairman Councillor Abbiss and Honoured Burgess Peareth re-joined the meeting.

PA13/08765

4 Uplands, Lostwithiel

Certificate of lawfulness for existing use of land for siting of mobile home as a residential dwelling.

*It was proposed by Honoured Burgess Peareth and seconded by Councillor Abbiss that Lostwithiel Town Council supports this application. This proposal received the support of the Committee.*

PA13/08909

Benbole House, The Terrace, Lostwithiel

Addition of first floor to existing single storey extension to create annexe, with bridge to garden. Single storey extension to rear of house.

*It was proposed by Councillor Mrs Ross and seconded by Mayor Mrs Parsons that Lostwithiel Town Council supports this application as the extension will not create overlooking issues and the design is not obtrusive*

b) None

#### PL422/13 CORNWALL COUNCIL – ELECTORAL DIVISIONS SPLIT ACROSS TWO AREA PLANNING COMMITTEES

The clerk distributed to Committee members a copy of the letter from Nigel Doyle, Assistant Head Planning Housing & Regeneration Service Cornwall Council dated 4 October. It was proposed by Honoured Burgess Peareth and seconded by Councillor Watkins that Lostwithiel Town Council agrees to Cornwall Council's proposal to change to having Lostwithiel Planning Applications considered by Cornwall Council's Planning East Committee rather than as at present by Cornwall Council's Planning Central Committee. This proposal received the support of the Committee.

#### PL423/13 LOSTWITHIEL TOWN COUNCIL FLOOD PLAN

- a) to receive a report from Councillor Mrs Ross and Honoured Burgess Peareth regarding the Cornwall Community Flood Forum AGM held on Thursday 10 October
- Councillor Mrs Ross advised the Committee that the AGM & conference was

attending by Honoured Burgess Peareth, Councillor Mrs Ross, Mr John Pegg and the Town Clerk.

Councillor Mrs Ross was successful in her application to become a board member and advised the Committee that during the Environment Agency presentation the 'Lostwithiel Story' DVD was played to the conference. Councillor Mrs Ross advised the committee that in light of the changes to the Lostwithiel Town Council Flood Plan the Council should approach the Environment Agency to ask if they would consider editing the DVD to remove the phrase relating to 'distribution of sandbags' and 'clearing the leaves from the culvert.'

It was proposed by Honoured Burgess Peareth and seconded by Mayor Mrs Parsons that the Committee supports Councillor Mrs Ross's suggestion and that the clerk is instructed to contact the Environment Agency to request the removal of the references to sand bags and the clearance of culverts. This proposal received the support of the Committee.

- b) To receive a report from Councillor Mrs Ross and Honoured Burgess Peareth regarding the Environment Agency's proposal to erect a rain gauge at Tanhouse. The clerk circulated to the Committee a picture of the proposed rain gauge and read to the Committee the email received regarding maintenance and the siting of the rain gauge.

It was proposed by Honoured Burgess Peareth and seconded by Councillor Mrs Ross that the clerk is instructed to contact the Environment Agency to advise that the Council is prepared to agree in principal to trial the rain gauge for the 2 year period offered. The clerk was further instructed to advise that the acceptance of the offer is ultimately dependant on the actual location selected by the Environment Agency. This proposal received the support of the Committee.

- c) To consider the further draft of the Flood Plan and to make reasonable recommendations to Council

It was proposed by Honoured Burgess Peareth and seconded by Councillor Abbiss that this version of the Flood Plan is submitted to full Council for approval at the November full Council meeting. This proposal received the support of the Committee.

It was further proposed by Honoured Burgess Peareth and seconded by Councillor Abbiss that the clerk is instructed to contact all the Flood Wardens with a progress report. This proposal received the support of the Committee.

The Chairman proposed a vote of thanks to Councillor Mrs Ross and Honoured Burgess Peareth for their hard work on the revisions to the document.

- d) To receive an update from Councillor Mrs Ross and Honoured Burgess Peareth regarding the Flood Plan risk assessments.

Honoured Burgess Peareth advised the Committee that the risk assessments distributed by the clerk had been conducted by Cornwall Fire Officer Doney, Councillor Abbiss and Honoured Burgess Peareth.

It was proposed by Honoured Burgess Peareth and seconded by Mayor Mrs Parsons that the completed risk assessments are submitted to full Council for approval with the revised Flood Plan document. This proposal received the support of the Committee.

- e) To receive an update from Councillor Mrs Ross and Honoured Burgess Peareth regarding the insurance company's interim response to the request to put trained Town Councillors on cover.

Councillor Mrs Ross explained to the Committee the recent flooding in North Street on Thursday 2 October. The clerk read to the Committee the email received from the Town Council's insurance brokers dated 2 October 2013. This email advised that the Town Councillors should not be permitted to act as Flood Wardens.

It was proposed by Honoured Burgess Peareth and seconded by Councillor Hughes that the Flood Plan & risk assessments are forwarded to the Council's insurers for approval after they have received the approval of full Council. It was further proposed that the clerk is instructed to ask CCFF for the promised PPE equipment and that the grab bags and contents are ordered as soon as possible. This proposal received the support of the Committee.

- f) To consider contacting Cornwall Council Highways regarding the cost of supplying sand bags to Lostwithiel.

It was proposed by Councillor Hughes and seconded by Councillor Mrs Ross that the clerk is instructed to contact Cornwall Council Highways to ascertain how much it costs to send a truck with sandbags to Lostwithiel during an incidence of flooding. This proposal received the support of the Committee.

#### PL424/13 PLANNING COMMITTEE BUDGET 2014-15

The Committee considered that provision for the following items should be made in 2014/15 budget:-

Planning training

Snow & Ice

Town/Neighbourhood Plan

Flood Plan

Councillor Mrs Ross suggested that the Flood Plan budget figure should be between £1,500 and £2,000 to cover replacement PPE equipment, grab bags, possible training costs, printing costs for the plan and the provision of identification badges.

The Committee then discussed the benefits for budget setting purposes of temporarily suspending the cycle of Committee meetings and replacing them with a full Council meeting every two weeks until the Town Council budget has been agreed for 2014/15.

It was proposed by Councillor Watkins and seconded by Councillor Mrs Ross that the clerk was instructed to make this suggestion an agenda item for the next full Council meeting.

#### PL425/13 TOWN PLAN/NEIGHBOURHOOD PLAN – Mayor Mrs Parsons's report.

Mayor Mrs Parsons's report advised that three large areas in England have completed their Neighbourhood Plans. The Rame Peninsula is the first area in Cornwall and this area incorporates five Parishes. It is estimated that the whole process takes approximately 18 months. It is important to start with a landscape character assessment and to work with the community in developing the plan. If an area has a plan 25% of Community Infrastructure Levies are paid to the Town or Parish Council. In areas without a plan this percentage is reduced to 15%. Funding of up to £7,000 is available by applying to the Government under a grant scheme. Cornwall Council will pay for the referendum.

#### PL426/13 SNOW & ICE PLAN

It was proposed by Honoured Burgess Peareth and seconded by Councillor Abbiss that

Cornwall Council                      Understanding Affordable Housing in the Planning  
Process and Economic Viability

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It was proposed by Councillor Watkins and seconded by Honoured Burgess Peareth that the Council accepts Cornwall Council's offer to provide an in depth session looking at the economic viability and financial appraisals of applications. It was further proposed that Cornwall Council are asked if it is possible to incorporate the Town Council's request for a presentation on Section 106 into this session. This proposal received the support of the Committee.

## Community Emergency Plans

Shire House Suite  
Monday 28 October 2013  
7 – 9pm

## None

The meeting closed at 8.50pm

Chairman

Date \_\_\_\_\_