



**Lostwithiel Town Council Meeting
will be held
on
Tuesday 05 August 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 16 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. Cornwall Council Planning Committee report – to receive a report from Cllr Nineham.

8. Planning Applications

a)

PA25/03365

Pelyn Tor Woodlands Lostwithiel
Improvement of access, conversion of barn to resources facility and siting of volunteer toilet cabin to enable woodland management project without compliance with conditions 2 and 3 of decision PA20/00349 dated 06/04/2020

PA25/03969

The Old Carriage Works Brunel Quays Great Western Village Lostwithiel
Listed Building Consent to install solar panels on the car ports which are adjacent to the Old Carriage Works

PA25/04497

The Old Quarry Land North West of Bodardle Tanhouse Road Lostwithiel
Change of use of land to 1 no gypsy/traveller pitch comprising of 1 no mobile home, 1 no touring caravan and the residential use of those caravans, use of existing building as 1no day room, 1no secure storage container, retention of existing open fronted storage area and hardstanding and associated works (part retrospective)

PA25/04590

Listed Building Consent for regularisation of works carried out under planning approval C2/05/00026 to install structural support in place of wall that was removed. The renovation of the first and second floor windows to South Elevation. Repointing and repairs to stonework on the north and east

elevations and rendering with a bag rub finish to protect the deteriorating stonework.

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

9. Lostwithiel Town Council by-election – to formally note in the Council minutes that Cornwall Council has set the date for the Lostwithiel Town Council by-election as Thursday 11 September 2025 and to decide if Council wishes to go ahead with co-option to fill the one casual vacancy before or after the by-election.
10. Code of Conduct complaint – to note in accordance with Standing Order 15a that a Code of Conduct complaint has been made to Cornwall Council relating to Mayor John Berryman and that the complaint has been rejected under paragraph 3.3(iii) of Cornwall Council’s procedures for the assessment and determination of breaches of the Code of Conduct ‘as a breach of the Code of Conduct is not demonstrated.’
11. Code of Conduct training – to note that the CALC Code of Conduct training session will be held on Tuesday 07 October which will result in the Town Council meeting being postponed until Tuesday 14 October.
12. Neighbourhood Priority Statement baseline survey – to note the responses received.
13. Earl of Chatham – to consider a further complaint from a local resident that the Earl of Chatham is playing amplified music occasionally past 11pm outside in the pub garden. (The terms of the licence are Live Music (indoors only) Monday – Sunday 12.00- 23.00, Recorded Music (indoors only) Monday – Sunday 12.00-0.00.) and to decide if the Council based on the complaint received wishes to make an application for the review of the premises licence.
14. Lostwithiel Art Salon – to consider the application received for use of The Parade Lostwithiel on Saturday 13 September as part of the Lost in Art Town Tour.

15. Second Island trees – to consider the observation from a member of the public regarding the fruit tree planting in Second Island that the Council should ensure these trees have regular maintenance.

16. Parade sheds – to consider granting permission to the clerk to formally approach the owners of the sheds on the Parade to request copies of their insurance cover for the sheds and contents.

17. CLUP Committee – to consider an update from the Committee on the following:-

- Cornwall Council project sign off
- The requirement for a further survey and proposed survey events on Wednesday 13 August 3pm – 7pm (Guildhall) & Saturday 23 August (Edgcumbe House) to include a display of the NPS results and a display promoting the by-election
- Room bookings & marketing strategy

18. CLUP Committee – to consider resolving to approve Lostwithiel Business Group membership at a cost of £30 including VAT to open up further promotional/marketing opportunities.

19. Coulson Park roundabout – to consider the price received.

20. Accounts & Finance

a) To approve the list of payments as drafted.

Date	Cheque Ref	Payee Name	Amount Paid	Transaction Detail
05/08/25	Online payment	Biffa	£69.98	Cemetery bin
05/08/25	Online payment	Cornwall ALC Ltd	£45.00	Councillor training
05/08/25	Online payment	Medway Galvanising Company Ltd	£36.00	U10 bit for monohinge gates

05/08/25	Online payment	Paul Russell T/A PATAS	£325.00	Internal audit fee
05/08/25	Online payments & one Standing Order	Salary related expenses	£7,863.30	Salary related expenses
05/08/25	Online payment	SWPSI Ltd	£119.99	Play area operational play inspections
05/08/25	Online payment	Westernweb	£36.00	Adding room hire link to Town Council website
05/08/25	Online payment	Westernweb	£334.07	Wi-fi access to Guildhall & installation of smart screens
		Total	£8,829.34	

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 .

21. CLUP Project Scott & Co correspondence – to consider correspondence received and the recommendation from the CLUP Committee.

S Harris

Sandra Harris

Town clerk

29 July 2025