



Lostwithiel Town Council Meeting Tuesday 07 November 2023

Cornwall Councillor Report

None

Meeting Minutes

A meeting of Lostwithiel Town Council was held in Lostwithiel Library on Tuesday 07 November 2023 at 7pm.

Councillors Present

Mayor Henderson, Deputy Mayor Guiterman,
Councillor Berryman, Councillor Guy,
Councillor Henderson, Councillor Kent,
Councillor Pearce, Councillor Rawlings,
Councillor Saundry, Councillor Tipton, & Councillor Wisdom.

In attendance

One member of the public was in attendance
Town Clerk Mrs Harris was in attendance.

181/23 Apologies of Absence

Apologies were received and accepted from Councillor Anders, Councillor Ross and Councillor Townsend.

182/23 Declarations of Interest

Mayor Henderson declared a non-registerable interest in agenda items 10. Remembrance Sunday and 14. Hire of Town Council Land.

Deputy Mayor Guiterman declared a non-registerable interest in agenda items 14. Hire of Town Council Land & 20. Lostwithiel Community Centre

Deputy Mayor Guiterman declared a pecuniary interest in agenda item 17. Accounts and Finance.

Councillor Henderson declared a non-registerable interest in Agenda item 10. Remembrance Sunday.

183/23 Public Participation

The Council was addressed Really Lovely Projects regarding their application to use the Parade area for a Christmas Lantern Parade as a free event for the whole community.

184/23 Meeting Minutes 5 October 23

It was **resolved** that the minutes of the 5 October are accepted, approved and duly signed by Mayor Henderson.

Votes - 9 in favour, 2 abstentions.

185/23 Staffing Committee meeting 19 September & 12 October 2023.

It was **resolved** to note the minutes of the Staffing Committee Meeting held on 19 September & 12 October 2023.

Votes – 11 in favour.

186/23 Planning applications-

a) PA23/06692

Chy An Rudhak
Tanhouse Road
Lostwithiel

It was **resolved** to support this application endorsing the Environment Agency's comment regarding a planning condition.

Votes – 9 in favour, 2 abstentions.

PA23/08027

Whyte House
30 Bodmin Hill

Lostwithiel

It was **resolved** to support this application with the proviso that the further information requested by Historic Environment Planning is provided and meets H.E.P. requirements.

Votes – 11 In favour.

b) None

187/23 Cornwall Council review of Polling Districts & Polling Places -

It was **resolved** that Lostwithiel Town Council does not wish to comment on this consultation. Votes – 11 in favour.

188/23 Cornwall Association of Local Councils

It was **resolved** to set up a working party to explore the funding opportunities, the working party to consist of Mayor Henderson, Councillor Berryman, Councillor Rawlings and the Town Clerk.

Votes 11 – In favour

189/23 Cattle Market car park & Cott Road recycling area

It was **resolved** to reaffirm to Cornwall Council that Lostwithiel Town Council still wishes to discuss the devolution of both the Cattle Market car park and the former Cott Road recycling area.

Votes – 11 in favour

190/23 Remembrance Sunday

Mayor Henderson and Councillor Henderson having previously declared non-registerable interests left the meeting room.

It was **resolved** to approve a cheque for £200 for the Town Council's wreath.

Votes – 7 in favour, 2 abstentions.

It was agreed that Councillor Rawlings would be in the Library from 8.45am to handout the wreaths to the organisations and Councillor Ross would oversee the wreath laying order at the Memorial. Deputy Mayor Guiterman, Councillor Guy & Councillor Tipton offered to help with the road closure.

Mayor Henderson and Councillor Henderson re-joined the meeting.

191/23 Lostwithiel Town Council Flood Plan

- a) The written report from Councillor Ross received the consideration of Council.
- b) It was **resolved** that the weekend events of 28/29 October highlighted that the Town Council doesn't have sufficient capacity to run the Flood Plan effectively. Therefore, with immediate effect and until further notice the Flood Plan will only operate on the basis that Co-ordinators & Wardens will only be available at Lostwithiel Scout Hut to provide local knowledge to the Emergency Services and will only be in a position to provide advance notice to residents via social media.

Votes – 11 in favour

- c) It was **resolved** to approve the text as drafted subject to the resolution passed under 191/23 partb) also being included.

Votes – 11 in favour.

192/23 Council's Community Capacity Fund application

It was noted by Council that the application was submitted on 05 October, Cornwall Council requested supporting quotations on 24 October and their acknowledgement of safe receipt of the quotes was received on 02 November.

193/23 Lostwithiel Rotary

The Council **resolved** to accept Lostwithiel Rotary's Community Committee's offer to undertake a more detailed survey on a bench-by-bench basis to identify the individual cost of repair materials per bench.

Votes - 10 in favour, 1 abstention.

194/23 Hire of Town Council Land –

Mayor Henderson and Deputy Mayor Guiterman having previously declared non-registerable interests left the meeting room. Deputy Mayor Guiterman addressed the meeting prior to leaving.

Councillor Berryman chaired this agenda item

Lostfest invoice

It was **resolved** that the Lostfest invoice remains payable as issued.

Votes – 9 in favour.

Mayor Henderson & Deputy Mayor Guiterman re-joined the meeting and Mayor Henderson resumed as Chair.

Really Lovely Projects invoice

It was **resolved** to issue a credit note for the invoice issued for £300 and instruct the clerk to issue a revised invoice for £250.

Votes 7 in favour, 3 against, 1 abstention.

195/23 Allotments

It was **resolved** to adopt the water distribution plan submitted by Deputy Mayor Guiterman.

Vote – 9 in favour, 2 abstentions

It was further **resolved** to appoint a Councillor working party to include Deputy Mayor Guiterman, Councillor Kent, Councillor Pearce, Councillor Rawlings & Councillor Saundry to implement the plan.

Vote – 8 in favour, 1 against & 2 abstentions.

196/23 Finance & Accounts

Council considered the 6-month actuals versus 2023-24 budget projections, the current earmarked reserves, the current general reserves and the first draft of the 2024/25 budget and raised no questions.

197/23 Accounts & Finance

Deputy Mayor Guiterman having previously declared a pecuniary interest left the meeting room.

Date	Cheque Ref	Payee Name	Amount Paid	Transaction Detail
07/11/23	102015	Cathedral Builders	£22313.74	Stage payment for Guildhall repairs
07/11/23	102016	P Roscorla	£55.00	Allotment deposit & key refund
07/11/23	102017	A Solomon	£55.00	Allotment deposit & key refund

07/11/23	102018	Mrs S Moore	£5.00	Allotment key refund
07/11/23	102019	Medway Galvanising Company Ltd	£3,600.00	New play area gates King George V play area
07/11/23	Direct Debit	Biffa	£112.00	Cemetery bin October & November
07/11/23	102020	Cornwall ALC Ltd	£407.40	Code of Conduct session & staff & Cllr online training
07/11/23	102021	Corserv Facilities Ltd	£1,517.27	Library cleaning & toilet cleaning
07/11/23	102022	EDF Energy Customers Ltd	£231.55	Electric
07/11/23	102023	D Guiterman	£49.99	Safety boots
07/11/23	102024	K Hill & Partners Ltd	£19,804.20	Grass cutting, mow & collect Second Island allotment rainwater harvesting
07/11/23	102025	Katherine Hill	£300.00	Maypole grant
07/11/23	102026	N Power	£70.81	Public toilet electric
07/11/23	102027	First Scouts Lostwithiel	£10.00	Scout hut key
07/11/23	102028	SLCC	£84.00	Staff training
07/11/23	102029	Source for Business	£59.14	Water for public toilet
07/11/23	102030	SWPSI Ltd	£119.99	Play area inspections
07/11/23	102031	Source for	£46.91	Edgcumbe House

		Business		water
07/11/23	102032	WesternWeb Ltd	£318.22	Supply & install TP link 8 port ethernet & VoIP account credit
07/11/23	102033-102037 & 1 x Standing Order	Salary related expenses	£6,642.66	Salary related expenses
07/11/23	102038	Cheque destroyed	£0.00	Cheque destroyed
07/11/23	102039	Cornwall ALC Ltd	£72.00	Staff training
07/11/23	102040	SWPSI Limited	£359.97	Play area safety inspections (3 months)
07/11/23	102041	EDF Energy Customers Ltd	£286.38	Electric
07/11/23	102042	Clarity Copiers Ltd	£86.30	Copy charges
07/11/23	102043	N Pritchard	£1,203.50	Painting kitchenette and small meeting room
07/11/23	102044	Royal British Legion	£200.00	Wreath
07/11/23	102045	PCC St Barts	£16.00	Christmas tree festival
		Total	£56,386.94	

It was **resolved** to authorise the payment of 1 Direct Debit, 1 standing order and cheque numbers 102015 – 102045.

Votes - 10 in favour

Deputy Mayor Guiterman re-joined the meeting.

197/23 Staff Leave Policy

This agenda item was deferred to a future Council meeting.

198/23 Councillor Co-option

This agenda item was deferred to a future Council meeting.

It was **resolved** 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.

Vote – 11 in favour

The meeting closed 10.15pm

Chairman

Date