



**Lostwithiel Town Council Extraordinary Meeting
will be held
on
Tuesday 14 October 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 Council business 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 September 2025 having previously been circulated and taken as read. (LGA 1972 Sch 12 para 41)
5. General Power of Competence – to resolve to adopt the General Power of Competence as the Council, following the by election held on Thursday 11 September, meets the criteria stated in legislation namely

- a) Elected Councillors - the number of Elected Councillors exceeds two thirds of the total number of Councillors
- b) The Council has a qualified Clerk
(Localism Act 2011 s1-8)

6. Councillor Co-option – to resolve to fill the current vacancy by co-option and to consider approval of the co-option notice as drafted.

7. Neighbourhood Plan Steering Group minutes – to note the minutes dated 19 August, 03 September & 17 September 2025.

8. Neighbourhood Plan Steering Group membership – to consider approving Brian Truscott as a member of Lostwithiel Town Council’s Neighbourhood Plan Steering Group.

9. Neighbourhood Priority Statement – to note and to consider endorsing the inclusion of a cycle way from Lanhydrock to Lostwithiel as a priority in the NPS and to approve the text as drafted for the initial approach to the Duchy of Cornwall.

10. Planning Applications

- a) To consider the following applications

PA25/06001

Terras Hill, retaining wall southeast of
2 Mount Pleasant Place Lostwithiel
Soil nailing reinforcement to retaining
boundary wall

PA25/06167

9 Edgcumbe Road Lostwithiel
Proposed alterations and additions to existing
dwelling

PA25/06437

Barngate Barn, Barngate Farm Lostwithiel
Proposed extension and re-modelling to
include external cladding

PA25/06649

Stannary House, 6 Quay Street Lostwithiel
Demolition of the existing run-down
outbuilding and lean-to and construction of a
new useable timber studio within the garden
of Stannary House, Quay Street

PA25/06650

Stannary House, 6 Quay Street Lostwithiel

Listed Building Consent for the demolition of the existing run-down outbuilding and lean-to and construction of a new useable timber studio within the garden of Stannary House, Quay Street

PA25/04590

Stannary House, 6 Quay Street Lostwithiel
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 floor 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.

11. Planning Inspectorate Highways Act 1980 – Section 119 – Cornwall Council Public Footpath No.30 (Part) Lostwithiel (Poldew Farm) Public Path Diversion Order 2024 – to consider the correspondence received and to decide if Lostwithiel Town Council wishes to agree to the proposed written representations procedure.

12. Cornwall Council Licensing Application – to consider the following supply of alcohol application:-

Ideal Day Brewery Ltd Unit 9A2 Restormel Industrial Estate 7 Liddicoat Road Lostwithiel.

13. Quay Street tree – to consider approval of the quotation received to remove the deadwood in the top of the large lime at a cost of £800 plus VAT.

14. Water recreation access from Town Council land – to evaluate the research undertaken and to consider resolving instructing the clerk to erect suitable signage as soon as practically possible and instructing that external consultants

are commissioned to formulate a draft management plan & risk assessments to facilitate obtaining insurance.

15. LEAF Designated Bathing Area application – to reconsider the resolution passed on 02 September in light of correspondence from LEAF suggesting that full and unqualified landowner support for the application has to be submitted to DEFRA by 30 October 2025.

16. Remembrance Sunday – to discuss and agree the arrangements for this year's commemorations

17. Accounts & Finance

a) To approve the list of payments as drafted.

Date	Cheque Ref	Payee Name	Amount Paid	Transaction Detail
14/10/25	Online payment	Biffa	£69.98	Cemetery bin
14/10/25	Online payment	APS Construction Services Ltd	£1,883.28	Sept maintenance works
14/10/25	Online payment	TClarke South West	£264.00	Alarm service contract renewal
14/10/25	Online payment	Coastal Construction (Cornwall) Ltd	£5,613.91	Phase II
14/10/25	Online payment	Cornwall Council	£363.04	Uncontested Parish election recharge
14/10/25	Online payment	DCS Pest Control (Cornwall) Ltd	£60.00	Pest control King George V
14/10/25	Online payment	EDF	£253.80	Electric – Guildhall & car park
14/10/25	Online payment	Iteracy	£552.00	Town Trail website hosting 2029-2031

14/10/25	Online payment	Npower	£120.99	Library electric
02/09/25	Online payment	SSE Energy Solutions	£108.20	Electric Guildhall kitchen
14/10/25	Online payments & one Standing Order	Salary related expenses	£9,366.34	Salary related expenses
14/10/25	Online payment	SWPSI Ltd	£1,511.99	Play area operational play inspections & repairs
14/10/25	Online payment	Tozers	£1,800.00	Council advice service
14/10/25	Online payment	WesternWeb Ltd	£127.84	Wifi access point for rear door & install printer software
14/10/25	Online payment	Zen	£69.60	Broadband Guildhall & Edgcumbe
		Total	£22,164.97	

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 .

18. Tree inspection tender – to consider the redacted tenders received and to appoint a contractor.

S Harris

Sandra Harris

Town clerk

08 October 2025