



**Lostwithiel Town Council Extraordinary Meeting
will be held
on
Tuesday 28 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 14 October 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. Lostwithiel Town Council Flood Plan – to approve the revised flood plan text, to receive an update on the current number of Flood Wardens and how the Flood Plan will currently work in practice.
8. Lostwithiel Town Council Co-option Policy – to consider agreeing the policy as drafted.
9. Buildings Maintenance – to consider the quotation provided to provide maintenance for the Council’s intruders alarms, fire alarms, CCTV, emergency lighting, fire extinguishers and blankets.
10. Councillors expenses – to consider the request received to authorise up to a maximum of £100 for wi-fi expenses.
11. Hire of Town Council land – to consider the application received to use the Parade on 23 December for the Christmas Lantern Parade.
12. Cornwall Council Community Infrastructure Levy (CIL) to note receipt of Town & Parish Council-Neighbourhood Portion and to discuss the Cornwall Council issued Guidance for Town & Parish Councils.
13. Lostwithiel Surgery – to consider the grant application received.
14. Remembrance Sunday – to approve a cheque for the Town Council’s wreath (LGA1972 s137).
(2019 - £120, 2020 & 2021 - £150, 2022-2024 - £200)
15. Planning Applications
 - a)
PA25/07894 Land at Rose Hill Rose Hill Lostwithiel
Non-material amendment in relation to decision notice PA23/09754 dated 26/06/2024 for the introduction of cedral lap/click to elevations.
 - b) To consider any planning applications received since the publication of the agenda.

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 .

16. Cornwall Council Cattle Market car park – to receive a report on the TEAMS meeting with Cornwall Council and to agree how the Town Council wishes to proceed.

S Harris

Sandra Harris

Town clerk

22 October 2025