



Lostwithiel Town Council Extraordinary Meeting Tuesday 11 November 2025

Cornwall Councillor Report

Cornwall Councillor Preece sent apologies and provided a written report which was read out to Council by Deputy Mayor Rawlings.

Meeting Minutes

An Extraordinary Meeting of Lostwithiel Town Council was held in Lostwithiel Guildhall on Tuesday 11 November 2025 at 7pm.

Councillors Present

Deputy Mayor Rawlings, Councillor Anders, Councillor Ankowski, Councillor Ashwin, Councillor Eastham, Councillor Guiterman, Councillor Henderson, Councillor Lindsay-Gale, Councillor McClarin, Councillor Nineham, Cllr Prior Richards, Councillor Santo Warner, Councillor Surgey & Councillor Thomas.

In attendance

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

196/25 Apologies of Absence

Apologies were received and accepted from Mayor Berryman.

197/25 Declarations of interest

Councillor Eastham, Councillor Nineham and Councillor Thomas declared a non-registerable interest in agenda item 13.

Councillor Henderson declared a pecuniary interest in agenda item 17 Accounts & Finance.

198/25 Public Participation

A member of the public addressed the meeting regarding Agenda item 12 – Development off Uzella Park.

199/25 Meeting Minutes 28 October 2025

It was **resolved** that the minutes of the Council Meeting held on 28 October 2025 are accepted, approved and duly signed by Deputy Mayor Rawlings.

Proposer: Cllr Ankowski

Seconded: Cllr Henderson

Vote – 14 votes in favour

200/25 Neighbourhood Plan Steering Group minutes

The Neighbourhood Plan Steering Group minutes dated 30 September 2025 & 15 October 2025 were noted by Council.

201/25 Mayor's report

Deputy Mayor Rawlings thanked all Council Members who were available to attend Remembrance Sunday.

Deputy Mayor & Deputy Mayoress Rawlings will be representing Lostwithiel at the High Sheriff's Legal Service on the 23 November.

202/25 Councillor Reports

Councillor Henderson advised that she had attended the Cornwall Community Flood Forum Annual Conference 2025, held at the Pavillion Centre, Wadebridge. The speakers were very good and the sessions very informative.

In accordance with Standing Order 1a DM Rawlings changed the order of the agenda, agenda item 12 was the next agenda item to receive the consideration of Council.

203/25 Development off Uzella Park

It was **resolved** to agree to the request from the developer to name the houses in the development off Uzella Park to 1-6 Poultry Park.

Proposer: DM Rawlings

Seconded: Cllr Thomas

Vote – 14 votes in favour

204/25 Planning Applications

a)

PA25/07338Penfrayne Bodmin Hill Lostwithiel
Loft conversionIt was **resolved** to support this application.**Proposer:** Cllr Guiterman**Secunder:** Cllr McClarin

Vote – 14 votes in favour.

b)

Since the publication of the agenda the Council had received notification from Cornwall Council that CC Preece has asked that PA25/04497 The Old Quarry Land North West of Bodardle, Tanhouse Road Lostwithiel receives the consideration of Cornwall Council's Central Planning Committee on Monday 17 November. Councillor Nineham's offer to represent the Town Council at this meeting was gratefully accepted by Council.

205/25 Cornwall Highways – camper van parking

The information received was noted by Council.

206/25 Community Highways Improvement Programme

The correspondence received from Cornwall Councillor Dan Rogerson Cabinet Member for Transport was noted. It was **resolved** to submit the following transport scheme to the CAP:- Cott Road - Bus stop road markings and bus shelter

Proposer: DM Rawlings**Secunder:** Cllr Nineham

Vote – 14 votes in favour

207/25 Cornwall Local Plan - Understanding Cornish Places

It was decided to highlight the following inaccuracies in the drafted text:-

Lostwithiel is no longer the antiques capital of Cornwall

No banks or financial services are located in the town

There is a Community Centre

Vibrant events calendar

It was further decided to submit Cllr Thomas's general comments.

While the profile gives an interesting look into the make-up of the town the chosen geographies, and associated datasets, miss portions of the community. Since the 2021 census when the CBUAs were defined Lostwithiel, like many Cornish towns, has expanded some. As such, these boundaries miss out a number of new residential dwellings which would be colloquially considered as part of the town. A potential solution to this is

building on additional output areas to the CBUA to mirror the boundaries of the parish, however the Council recognises that developments completed since the census would still not be captured in the census data. The census data itself is 4 years old and, while it offers good quality, may not accurately reflect the current demographics of the town. As such, alongside the census data inclusion of newer data sets like the mid-year population estimates or Indices of Multiple Deprivation, including for the expanded geographies, could give a clearer picture of Lostwithiel at present, and illustrate how the town is changing. While the Council appreciated the limitations of these data sets, it would be helpful to understand the growing resident population. The profile gives a good overview of access to services, but this information is limited in usefulness if the full scale of those relying on them isn't understood.

Councillors Eastham, Councillor Nineham and Councillor Thomas having declared a non-registerable interest left the meeting room.

Councillor Eastham and Councillor Nineham both addressed the Council prior to leaving the meeting room..

208/25 Hire of Town Council Land policy

It was **resolved** to approve the drafted policy subject to the following Amendments:-

Page 5 removal of the Definition Commercial & Non-Commercial

Page 8 part 1 replace 'discouraged' with 'prohibited', part 3 replace 48 with 24 hours

Page 11 clause 33 change clause number to 19 and add new clause 38. The Hirer must ensure that adequate access is provided for everyone i.e. mobility scooters and prams.

Page 16 removal of second fee table, hire charges for events to be in accordance with the first table previously referred to as Commercial activity charges.

Proposer: Cllr Ankowski **Seconders:** Cllr Henderson

Vote – 10 votes in favour, 1 vote against

The minutes record that in advance of this resolution a motion was defeated by a vote of 3 in favour and 8 against for the one charging table in the revised policy to be at the previously titled 'non-commercial' rates.

Councillors Eastham, Councillor Nineham and Councillor Thomas rejoined the meeting.

209/25 Council Grant Policy

It was **resolved** to approve this policy with the following amendments:-

Section 5 A Apply – replace ‘is’ with ‘must be’

Section 6.2 bullet point Requests for amounts greater than 50% of the annual budget amount (please refer to the Finance Pages on the Town Council website for this annual figure)

Section 6.2 removal of bullet point marker next to umbrella or parent organisation

Section 6.2 Activities add a bracket after Lostwithiel Town Council to close the brackets

Section 6.3 add a bracket after Regeneration Act 2023 to close the brackets

Section 6.3 remove ‘Grants will only be awarded for forthcoming projects – not retrospectively (duplication)

Section 7.1 amend sentence to read The Council does not hold any more funding for grants in the current financial year.

IN addition to these amendments agreed at the meeting the Clerk was instructed to ensure that the list of grammatical errors highlighted by Councillor Guiterman are also amended.

Proposer: Cllr Guiterman **Seconder:** Cllr McClarin

Vote – 14 votes in favour

210/25 Representation on External Bodies policy

This agenda item was deferred until the next Council meeting.

211/25 Local Council Award Scheme

This agenda item was deferred until the next Council meeting.

212/25 Accounts & Finance

a)

Date	Cheque Ref	Payee Name	Amount Paid	Transaction Detail
11/11/25	Online payment	Biffa	£69.98	Cemetery bin
11/11/25	Online payment	A1 Tree & Grounds Ltd	£7,068.00	Quarterly grass cutting contract payment
11/11/25	Online payment	APS Construction Services Ltd	£4,318.74	Oct maintenance works & Litter picking contract Q3

11/11/25		Online payment	Cornwall ALC Limited	£387.36	Code of Conduct training
11/11/25		Online payment	EDF	£142.76	Electric – Guildhall
11/11/25		Online payment	Karin Henderson	£25.00	Plants for Parade
11/11/25		Online payment	NPower	£70.83	Toilets
11/11/25		Cheque	Royal British Legion	£200.00	Wreath (\$137)
11/11/25		Online payment	St Barts Church	£16.00	Christmas Tree festival
11/11/25		Online payment	The Sign Shed	£225.72	River signs
11/11/25		Online payments & one Standing Order	Salary related expenses	£7,863.30	Salary related expenses
11/11/25		Online payment	SWPSI Ltd	£119.99	Play area operational play inspections
11/11/25		Online payment	Torch Fire Protection	£260.39	Fire Extinguisher maintenance & installation of new 2kg CO2 extinguisher
11/11/25		Online payment	Westcare	£104.19	Paper, subject dividers & report files
11/11/25		Online payment	Zen	£69.60	Broadband Guildhall & Edgcumbe
			Total	£20,941.86	

It was **resolved** to approve the list as circulated.

Proposer: Cllr Guiterman

Seconded: DM Rawlings

Vote – 14 votes in favour.

It was **resolved** 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.

Proposer: DM Rawlings

Seconded: Cllr Henderson

Vote – 14 votes in favour.

The meeting closed at 21.40pm

Chairman

Date