



Lostwithiel Town Council Meeting Tuesday 02 December 2025

Cornwall Councillor Report

Cornwall Councillor Preece sent apologies and provided a written report which was read to Council by Mayor Berryman. The report provided updates on the Community Highways Improvement Programme, Community CIL funding and recent Government announcements regarding:-

- Exploring designating Cornwall Council as a Single Foundation Strategic Authority putting us on an equal footing with the mayoral authorities
- The continuation of the 100% Business Rates Retention Scheme for the Council
- £30m of Kernow Industrial Growth Funding, giving us some continuity for economic growth and making Cornwall Council the only non-mayoral authority to hold either a locally-led 'Growth Fund' or Business Rates Retention System (BRRS) Scheme
- Lodging a request with the Council of Europe to increase the UK's formal recognition of Cornwall's Celtic language, Kernewek, from Part II to Part III, creating parity with all the other Celtic languages
- Confirmation from the Minister for Housing and Planning that Homes England are willing to further develop their partnership working with Cornwall with a focus on delivering affordable housing.

Pre application Planning Presentation - Mr Sleep

Mayor Berryman read the following paragraph to the meeting:-

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.'

Mr Sleep advised Council of his intentions to apply for planning permission on land in his ownership and the environmental benefits he intended to provide onsite in addition to the proposed new leisure based business.

Meeting Minutes

A Meeting of Lostwithiel Town Council was held in Lostwithiel Library on Tuesday 02 December 2025 at 7pm.

Councillors Present

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

In attendance

Four members of the public were in attendance.
Town Clerk Sandra Harris was in attendance.

214/25 Apologies of Absence

Apologies were received and accepted from Councillor Anders and Councillor Henderson.

215/25 Declarations of interest

Councillor Eastham and Councillor Thomas declared non-registerable interests in agenda items 14-16.

Councillor Guiterman declared a non-registerable interest in agenda item 8 Planning application PA25/07736 .

Councillor Prior Richards declared a non-registerable interest in agenda item 16.

216/25 Public Participation

A member of the public addressed the meeting regarding PA25/07736

216/25 Meeting Minutes 11 November 2025

It was **resolved** that the minutes of the Council Meeting held on

11 November 2025 are accepted, approved and duly signed by Mayor Berryman.

Proposer: Deputy Mayor Rawlings

Seconded: Cllr Eastham

Vote – 12 votes in favour, 1 abstention

218/25 Neighbourhood Plan Steering Group minutes

The Neighbourhood Plan Steering Group minutes dated 29 October 2025 & 12 November 2025 were noted by Council.

219/25 Mayor's report

Deputy Mayor Rawlings advised that since the last meeting he had attended the Legal Service for the High Sherriff at Truro Cathedral. Mayor Berryman thanked Deputy Mayor Rawlings for stepping in on Remembrance Sunday.

220/25 Councillor Reports

Councillor Nineham represented Council at the Cornwall Council Planning Committee meeting and spoke against PA25/04497 The Old Quarry Land North West of Bodardle Tanhouse Road Lostwithiel.

The application was approved by Cornwall Council's Planning Committee.

Councillor Eastham represented Lostwithiel Town Council at the opening of Beacon Vetcare in Par.

In accordance with Standing Order 1a Mayor Berryman changed the order of the agenda, agenda item 25 was the next agenda item to receive the consideration of Council.

221/25 Councillor Co-option

A written application for the office of Town Councillor vacancy was received from Robert Lowe. It was **resolved** to co-opt Mr Lowe to Lostwithiel Town Council to fill the current vacancy.

Proposer: Mayor Berryman

Seconded: Cllr Guiterman

Vote – 13 votes in favour

Mayor Berryman welcomed Robert Lowe to the Council.

Mr Lowe left the meeting

Councillor Guiterman having declared a non-registerable interest left the meeting room.

222/25 Planning Applications a)

PA25/07736

8 Quay Street, Lostwithiel
Listed Building Consent for replacement
of ground floor window

It was **resolved** to support this application.

Proposer: Cllr Nineham

Seconders: DM Rawlings

Vote – 12 votes in favour.

Councillor Guiterman rejoined the meeting. All remaining members of the public left the meeting room.

PA25/08151

Pelyn Tor Woodlands Lostwithiel
Conversion of former toilet block to annexe

It was **resolved** not to support this retrospective application. The Council considers it contravenes Policies 3 & 7 of the Cornwall Local Plan and is outside the Lostwithiel Neighbourhood Plan Development boundary. Furthermore, Lostwithiel Town Council wishes to concur with Lanlivery Parish Council, the site is in an isolated location with a dangerous access onto a major road.

Proposer: Cllr Guiterman

Seconders: Mayor Berryman

Vote – 13 votes in favour.

PA25/08632

Bridge House The Parade Lostwithiel
Works to tree within a conservation area

As this application is for works to trees in a Conservation Area and will be decided under delegated authority the application was noted by Council.

b) None

223/25 Cornwall Council Local Plan Call for Sites update

The correspondence received was noted by Council.

224/25 Elliott Exhibition Foundation

Mayor Berryman volunteered to attend the Annual Meeting with Councillor Henderson. It was **resolved** to accept Mayor Berryman's offer.

Proposer: DM Rawlings

Seconders: Cllr Guiterman

Vote – 12 votes in favour, 1 abstention

225/25 Tree Inspection Report & Risk Management Plan & Strategy

The content of the report was noted and it was **resolved** to authorise all recommendations therein.

Proposer: Cllr Guiterman

Seconded: DM Rawlings

Vote – 13 votes in favour

The first draft of the Tree Management Plan & Strategy was discussed and the Clerk was instructed to seek further clarification on the following:-

Executive Summary – in the second paragraph ‘target occupancy’ and the third paragraph ‘hand bank of emergency response within agreed service levels’

In Section 14 under the Target response time the report reads ‘ Works completed within 14 days (Or barrier off until resources available) .

In Section 17 could point 1 and point 2 be deleted and the second paragraph be amended to read

‘Private trees remain the owner’s responsibility. Where a privately owned tree in falling distance of the public highway or public open space is considered to pose a danger, the Council will record the issue and notify Cornwall Council.’

Appendix 1 site map – would it be possible to delete the small rectangular area outlined at the Cemetery & Allotments as this is not in the Town Council’s ownership.

226/25 RLSS Risk Assessment & Water Safety Management Plan

It was **resolved** to instruct the Clerk to seek further clarification/query the following:-

In some of the risk assessments and the general text the suggestion put forward is that the Council should ‘monitor use of the beach area’ – could you please expand on how you would recommend the Council does this.

Recommendations page

Would it be possible to amend the first bullet point to read

Consider asking Fowey Harbour Commission to introduce water quality testing at the beach area

Fourth bullet point

Could the text be amended to read - Liaise with South West Water to establish who is responsible for inspecting and maintaining the ladders on Pill Walk

Bullet point 10

The Council doesn’t wish to liaise with Defra regarding this sign, at last night’s meeting Council Members felt that this had the potential to adversely impact the DBA application. Council would prefer, if possible, to remove this sign and replace it with one of the text only signs with the same

wording as ///truckload.sloping.denser

With reference to public fishing rights the Council considers that the sign photographed was taken out of context and referred simply to the conflict in that specific location with overhead power lines.

Would it be possible to please advise the costs of water safety literature, resources and support for community education programmes from RLSS UK. The Council is thinking specifically about visits to the two primary schools located in the town.

Would it be possible to please reissue the document with Fowey and Quay Street spelt correctly, the Council intends to share the document with Fowey Harbour Commission and South West Water as a minimum and doesn't wish to cause any offence to the Harbour Master.

Proposer: Mayor Berryman **Second:** Cllr Eastham

Vote – 13 votes in favour

227/25 Lostwithiel Library

Cllr McClarin updated Council on the initial month of opening the library on Saturday mornings and thanked the office for facilitating these additional hours.

Councillor Eastham & Councillor Thomas having declared non-registerable interests left the meeting room.

228/25 Lostwithiel Business Group Dickensian evening

It was **resolved** to agree to the request from Lostwithiel Business Group to site the Dickensian evening Santa's Grotto in the Mayors Parlour.

Proposer: DM Rawlings **Second:** Cllr Ankowski

Vote – 11 votes in favour

229/25 Lostwithiel Business Group Dickensian grant application

It was **resolved** not to approve the grant application.

Proposer: Cllr Ankowski **Second:** Cllr Guiterman

Vote – 11 votes in favour

Cllr Prior-Richards having previously declared a non-registerable interest left the meeting room.

230/25 Lostwithiel Town Band

It was **resolved** to agree in principle to the request received to use the small storage room adjacent to the library to store instruments and to delegate to the

CLUP Committee the responsibility for agreeing the monthly fee and the wording of the licence agreement.

Proposer: Mayor Berryman

Seconded: Cllr McClarin

Vote – 10 votes in favour

Councillor Eastham, Councillor Prior-Richards & Councillor Thomas rejoined the meeting.

231/25 Representation on External Bodies policy

This agenda item was deferred until the next Council meeting.

232/25 Social Media and Electronic Communication Policy

This agenda item was deferred until the next Council meeting.

233/25 Council Policy Review

This agenda item was deferred until the next Council meeting.

234/25 Local Council Award Scheme

This agenda item was deferred until the next Council meeting.

235/25 Charles Arnold Baker 14th Edition

This agenda item was deferred until the next Council meeting.

236/25 Coulson Park bin

This agenda item was deferred until the next Council meeting.

237/25 King George V play area

It was **resolved** to replace the scramble net and pull up rope at the cost of £2,200 plus VAT.

Proposer: Cllr Nineham

Seconded: Cllr Surgey

Vote – 10 votes in favour, 1 against, 2 abstentions

238/25 Accounts & Finance

Date	Cheque Ref	Payee Name	Amount Paid	Transaction Detail
02/12/25	Online payment	Biffa	£87.48	Cemetery bin

02/12/25	Online payment	APS Construction Services Ltd	£2,482.50	Fourth quarter charge cleaning
02/12/25	Online payment	Brothers Cleaning SW	£198.00	Memorial cleaning
02/12/25	Online payment	Cornwall Supplies Cleaning	£190.02	Vacuum cleaner, toilet rolls & cleaning materials
02/12/25	Online payment	Cornwall Council	£7,845.55	By election recharges
02/12/25	Online payment	Greenspace Designs Ltd	£6,780.00	Town Team view point bench & all ability picnic table
02/12/25	Online payment	Npower	£85.61	Toilet electric
02/12/25	Online payments & Standing Orders	Salary related expenses	£8,111.72	Salary related expenses
02/12/25	Online payment	Zen Internet	£69.60	Broadband x 2
02/12/25	Online payment	G Trott Tree Consultancy	£1,434.00	Tree safety survey
02/12/25	Online payment	Westernweb	£54.00	Add Discover Lostwithiel page to mobile website
		Total	£27,338.48	

It was **resolved** to approve the list as circulated plus the two extra invoices to G Trott Tree Consultancy & Westernweb.

Proposer: Cllr Guiterman

Seconder: Mayor Berryman

Vote – 13 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.

The meeting closed at 21.39pm

Chairman

Date