



## **Lostwithiel Town Council Meeting**

### **Tuesday 13 January 2026**

#### **Cornwall Councillor Report**

Cornwall Councillor Sarah Preece expressed the view that management of the trees upriver from the medieval bridge in Lostwithiel needs addressing.

CC Preece also encouraged all present to make their views known on Cornwall Council's proposed budget

Cornwall Council Cabinet- As Portfolio Holder for Planning CC Preece took the opportunity to praise the exemplary work of Cornwall Council's Planning Enforcement Officers. Cornwall Council is ranked 5th in the English Council rankings for the most enforcement notices. CC Preece commended the Cornwall Council Planning Team on their professionalism and diligence.

The Council was also addressed by a member of the public regarding planning application PA25/08243. It was explained to Council that there are seven classes, the music for these classes is provided by a tiny speaker and 80% of persons attending the classes are Lostwithiel residents. The member of the public further advised that they only found out before Christmas that they should have applied for change of use planning permission, hence the retrospective application.

#### **Meeting Minutes**

A Meeting of Lostwithiel Town Council was held in Lostwithiel Guildhall on Tuesday 13 January 2026 at 6:30pm.

#### **Councillors Present**

Deputy Mayor Rawlings, Councillor Anders, Councillor Ankowski, Councillor Ashwin, Councillor Eastham, Councillor Guiterman,

Councillor Henderson, Councillor Lindsay-Gale, Councillor Lowe, Councillor McClarin, Councillor Nineham, Councillor Prior-Richards, Councillor Santo Warner, Councillor Surgey & Councillor Thomas.

### **In attendance**

Two members of the public were in attendance.

Town Clerk Sandra Harris was in attendance.

### **268/25 Apologies of Absence**

Apologies were received and accepted from Mayor Berryman.

### **269/25 Declarations of interest**

Councillor Henderson declared a non-registerable interest in agenda item 22, Parade Boules Pitch

### **270/25 Public Participation**

The Town Council was addressed regarding planning application **PA25/09341** Castle Milltown Lostwithiel.

### **271/25 Meeting Minutes 06 January 2026**

It was **resolved** that the minutes of the Council Meeting held on 06 January 2026 are accepted, approved and duly signed by Deputy Mayor Rawlings.

**Proposer:** Councillor Henderson      **Seconder:** Councillor Nineham

Vote – 13 votes in favour, 2 abstentions

### **272/25 Neighbourhood Plan Steering Group minutes**

The Neighbourhood Plan Steering Group minutes dated 10 December 2025 were noted by Council.

### **273/25 CLUP meeting minutes**

The CLUP Committee minutes dated 24 July 2025 & 04 December 2025 were noted by Council.

### **274/25 Mayor's report**

Deputy Mayor Rawlings advised the meeting that Mayor Berryman attended an inauguration for Reverend Simon Bone at Lanlivery Church.

Deputy Mayor Rawlings also advised that Mayor Berryman is also currently assessing monthly Mayor's surgeries.

## 275/25 Councillor Reports

Councillor Guiterman reported on a Fowey Harbour Port Users Group meeting he had recently attended. Cllr Guiterman advised that Fowey are gradually increasing the number of cruise ships & on occasions throughout the year, will close Albert Quay to hold a market. Fowey Harbour Commission have advised that their leisure sector is not currently returning a profit and as a result mooring fees will increase by 7.5%.

Councillor Henderson advised that along with Mayor Berryman she attended a meeting of the Elliot Foundation Trust at Truro City Council. Work is in progress to resurrect the charity and the next meeting will be held in June.

## 276/25 Planning Applications

a)

**PA25/09341**

Castle, Milltown, Lostwithiel Listed Building  
Consent for proposed soft strip of property, to remove fire, flood and rot damaged material: propping up and making safe of currently unsafe dangerous building; facilitated in part by the de-construction, removal and re-construction and temporary storage of a section of the front (west elevation) wall to provide access into the property.

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

**Proposer:** Councillor Guiterman

**Seconder:** Councillor Henderson

Vote – 15 votes in favour.

**PA25/09435**

Boslymon 12A Cott Road Lostwithiel  
Conversion of existing garage/outbuilding into a one-bedroom annexe/holiday let

It was **resolved** not to support this application, in the AECOM Design Guidance & Codes (June 2025) Area 5 specific guidance reads '*Development must provide front gardens and on-plot parking to preserve the open suburban character of the area. As a general guidance, more than a half of the front garden could be left as green space to maintain semi-rural character of this area.*' The Town

Council does not consider that this application to convert the garage into a 1-bedroom annexe/holiday let makes sufficient provision for off road parking for the existing property and proposed annexe/holiday let.

**Proposer:** Councillor Nineham    **Seconder:** Councillor Guiterman

Vote – 15 votes in favour.

**PA25/09648**

Brunel Quays Great Western Village  
Lostwithiel  
Works to trees within a Conservation Area  
(TCA) – T4-T6 – Reduce T5 Sycamore,  
T14/15/T36 – Remove. T33 – Reduce  
overhang, T44 – Full reshape to bring down to  
roof pitch height, T45-T49 – Reduce side  
growth T53/54 – Reduce away from building.  
As the application is for works to trees in a  
Conservation Area, the application will be  
decided under delegated authority. There is  
no need for Lostwithiel TC to submit any  
comments to the Local Planning Authority.

It was noted by Council that this application will be decided under delegated authority.

b) None.

**277/25    Cornwall Council PSPO Renewal (Alcohol Consumption in Public Places) 2026**

It was **resolved** to ask that Lostwithiel entry is amended as follows:-  
number 3 – change from ‘Church Street’ to ‘Church Lane’,  
number 11 – change the word ‘including’ to read ‘area around’  
number 12 – change the text to read ‘waiting shelter on down platform and both platforms at Lostwithiel Railway Station.’

request the addition of number 13 – Bus shelters on A390

request the addition of number 14 - Bus stop at Cott Road

**Proposer:** Deputy Mayor Rawlings

**Seconder:** Councillor Anders

Vote – 15 votes in favour

**278/25    Community Highways Improvement Programme**

It was **resolved** to submit a scheme to widen the footpath in the lower part of Fore Street.

**Proposer:** Councillor Lindsay-Gale    **Seconder:** Councillor Anders

Vote – 2 votes in favour, 13 against. The motion was defeated.

It was **resolved** to submit two projects to the scheme namely:-

Two new pedestrian refuge areas on the A390 opposite the new housing development at St Barts Meadow & between the two bus stops at the former Royal Talbot.

An application for the installation of dropped kerbs on North Street, Fore Street & Quay Street.

**Proposer:** Councillor Nineham

**Seconder:** Councillor Guiterman

Vote – 15 votes in favour

### **279/25    Lostwithiel Town Council Strategic Plan**

It was **resolved** to set up a working group to review the content of the Strategic Plan. Councillors to sit on the working group, Mayor Berryman, Deputy Mayor Rawlings, Cllr Ankowski, Cllr Lindsay-Gale, Cllr Surgey & Cllr Thomas.

**Proposer:** Deputy Mayor Rawlings

**Seconder:** Councillor Thomas

Vote – 15 votes in favour

### **280/25    Cornwall Association of Local Councils Councillor Skills training**

It was **resolved** to approve the payment of £450 plus VAT & mileage for a bespoke Councillor Skills training session on Tuesday 03 March 2026.

**Proposer:** Councillor Ankowski

**Seconder:** Councillor Ashwin

Vote – 15 votes in favour

### **281/25    Lostwithiel Town Council Staffing Committee**

It was **resolved** to increase the membership of Town Council's Staffing Committee to six Councillors and to appoint Councillor Anders & Councillor Henderson to fill the two new spaces.

**Proposer:** Deputy Mayor Rawlings

**Seconder:** Councillor Guiterman

Vote – 15 votes in favour

(Office checks after the meeting indicated that Cllr Anders was already on the Staffing Committee)

### **282/25    Lostwithiel Town Council Tree Resistograph survey**

It was **resolved** to approve the price of £625 plus VAT to undertake resistograph surveys of T019, T020 & T022 (ground based inspection only).

**Proposer:** Councillor Eastham

**Seconder:** Councillor Guiterman

Vote – 15 votes in favour

**283/25 Lostwithiel Town Council Tree Management Plan**

It was **resolved** to approve the amended Tree Management Plan as drafted.

**Proposer:** Councillor Nineham **Seconder:** Councillor Eastham

Vote – 15 votes in favour

**284/25 Snow & Ice**

It was **resolved** to instruct the clerk to reply to the member of the public enclosing a copy of the Town Council's Grit Bin policy advising that the Council will not be arranging volunteers to clear snow and ice and if further bins are required could the Member of the Public please complete and submit the form included in the policy.

**Proposer:** Councillor Henderson

**Seconder:** Councillor McClarin

Vote – 15 votes in favour

**285/25 Grit bins**

It was **resolved** to instruct Cormac to refill all of the grit bins in the town of Lostwithiel at a cost of £175.69 plus VAT to refill a 0.2m bin and £187.82 plus VAT to refill a 0.34m bin. The clerk was also instructed to source alternatives prices for future refills.

**Proposer:** Deputy Mayor Rawlings

**Seconder:** Councillor Santo - Warner

Vote – 15 votes in favour

**286/25 Lostwithiel Library**

It was **resolved** to extend the Saturday openings for a further 3 months, advertise for volunteers and make no additional provision in the 26/27 budget for the library.

**Proposer:** Councillor McClarin

**Seconder:** Councillor Lowe

Vote – 15 votes in favour

**287/25 Medieval Bridge**

It was **resolved** to defer this agenda item to the next meeting.

**288/25 Parade Christmas Tree**

It was **resolved** to defer this agenda item to the next meeting.

**289/25 Parade Boules pitch**

It was **resolved** to defer this agenda item to the next meeting.

**290/25 Council office**

It was **resolved** to approve, in light of the recent failure, updating the Council's backup system at a cost of £350 plus VAT & approving an annual cloud storage fee of £60 plus VAT.

**Proposer:** Councillor McClarlin

**Seconder:** Councillor Nineham

Vote – 15 votes in favour

**291/25 Accounts & Finance**

a)

Date	Cheque Ref	Payee Name	Amount Paid	Transaction Detail
13/01/26	Online payment	National Allotment Society	£84.00	Annual membership fee
13/01/26	Online payment	APS Construction Services Ltd	£3,536.10	Litter picking quarterly charge
13/01/26	Online payment	Biffa	£74.40	Cemetery bin
13/01/26	Online payment	Cornwall ALC Ltd	£30.00	Code of Conduct training Cllr Lowe
13/01/26	Online payment	EDF	£668.83	Car park electric
13/01/26	Online payment	EDF	£426.73	Guildhall electric
13/01/26	Online payment	Legacy AV	£652.80	Guildhall hearing loop supply & install
13/01/26	Online payment	Greenspace Designs Ltd	£6,780.00	Town Team view point bench & all ability picnic table
13/01/26	Online payment	NPower	£196.25	Toilet electric
13/01/26	Online payment	RLSS UK Enterprises	£2,918.50	Open water consultancy report

		Limited		
13/01/25	Online payments & Standing Orders	Salary related expenses	£8,111.72	Salary related expenses
13/01/26	Online payment	SW Hygiene	£162.21	Sanitary bin disposal unit & waste transfer note
13/01/26	Online payment	SWPSI Ltd	£199.98	Play area inspection fees
13/01/26	Online payment	Tozers LLP	£960.00	Solicitors fees for licence
13/01/26	Online payment	G Trott	£480.00	Tree Management Strategy
13/01/26	Online payment	VOIP	£11.99	Phone line
13/01/26	Online payment	Westernweb	£78.40	Restore Coulson Room WIFI
13/01/26	Zen Internet	Zen Internet	£69.60	Broadband x 2
		Total	£25,441.51	

It was **resolved** to approve the updated payment list.

**Proposer:** Councillor Guiterman **Seconder:** Councillor Prior - Richards

Vote – 15 votes in favour

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.

**Proposer:** Deputy Mayor Rawlings **Seconder:** Councillor Guiterman

Vote – 15 votes in favour

The meeting closed at 20.50pm

Chairman

Date

DRAFT