

Lostwithiel Town Council

A Meeting of the Town Council was held in the Guildhall on Tuesday 4 March 2014 at 7pm.

Councillors present

Mayor Mrs Parsons
Deputy Mayor Mrs Jarrett
Councillor Abbiss, Councillor Gillett
Councillor Hensman, Councillor Hughes,
Councillor Jewels, Honoured Burgess Jones,
Honoured Burgess Peareth, Councillor Robson,
Councillor Mrs Ross, Councillor Watkins &
Councillor Mrs Wilkinson

In attendance

Cornwall Councillor Bay
Town Clerk Mrs Harris

Eight members of the public were in attendance

707/13 PRESENTATION BY LUCI ISSACSON CLIMATE VISION

Ms Issacson was unfortunately unable to attend the meeting.

708/13 PUBLIC PARTICIPATION

The Council was addressed by representatives of Lost in Play regarding the consultation event and by Lostwithiel Business Group regarding agenda item 16 Public toilets.

709/13 APOLOGIES OF ABSENCE

Apologies for absence were received and accepted from the following Councillors:-
Councillor Brewer and Councillor May.

710/13 DECLARATIONS OF INTEREST

Councillor Jewels declared registerable interests in agenda items 17, 18 & 19.
Deputy Mayor Mrs Jarrett declared a non registerable interest in agenda item 41.

711/13 COMMUNITY POLICE REPORT

The Mayor read to Council the January crime written report received from PCSO Phillips.
There were 7 recorded crimes 2 assaults, 3 burglary, 1 other vehicle crime and 1 drink/drug/miscellaneous crime.

712/13 CORNWALL COUNCILLOR REPORT

Cornwall Councillor Bay began by commenting on the positive nature of last week's meeting regarding the public toilets.

Cornwall Councillor Bay further advised that she met with Cormac's Teresa Frost today to discuss Bodmin Hill and other Highways issues. Teresa is going to get the drains cleared in Church Lane and the grids by the Duchy Palace welded down. The Town Council suggested that Cornwall Council may wish to remove the cobbled area and restore a path. The Council further suggested that some of the damage to the pavement and road surfaces in Fore Street could be attributable to the large delivery lorries mounting the pavement when on deliveries.

Cornwall Councillor Bay also reported from the Community Flood Recovery meeting held in St Ewe. The meeting was advised that the Government intends to cap insurance premiums and excesses for flood affected areas and that up to £5000 is available towards flood defences for properties recently flooded. It was further suggested at this meeting that Parish Councils map the drains, ditches and gullies in their area and allocate numbers to them in order that Cormac or Environment Agency staff can be sent to the correct locations for drain clearance.

713/13 MAYORS REPORT

The Mayor advised that the 21st Anniversary Celebration of the Methodist Chapel was attended by the Mayor and Councillor Robson.

The Mayor and Councillor Mrs Wilkinson attended the 100th Anniversary Celebration of the Lostwithiel Brownies.

The Mayor and the Deputy Mayor also attended the opening of the Lanhydrock Cycle Hub.

714/13 COMMUNITY RESILIENCE

The Council was advised that the town was very close to flooding on 14 February and that there will be a Flooding test event within the next three weeks.

The next meeting of the Cornwall Community Flood Forum will be held on 14 March and will be attended by Councillor Mrs Ross. Could Councillors please contact Councillor Mrs Ross with any issues they would like raised at the meeting.

The Council still awaits confirmation from the insurance company regarding the pilot project and three Flood Wardens/Co-ordinators have yet to have their picture taken for their Flood Plan identification badge.

Mayor Mrs Parsons thanked the Flood Co-ordinators for their efforts over the past month.

715/13 MINUTES

The minutes of the meeting of 4 February 2014 were accepted, approved and duly signed by Mayor Mrs Parsons. Proposed Councillor Gillett seconded Councillor Hughes. This proposal received the support of the Council.

716/13 LAND & PARKS MINUTES – 21 January 2014

The minutes of the Land & Parks Committee meeting held on 21 January 2014 were accepted by Council. Proposed Honoured Burgess Peareth seconded Councillor Abbiss. This proposal received the support of the Council.

717/13 FINANCE, STAFFING & GENERAL PURPOSES MINUTES – 28 January 2014

The minutes of the Finance, Staffing & General Purposes Committee held on 28 January 2014 were accepted by Council. Proposed Councillor Jewels seconded Councillor Mrs Wilkinson. This proposal received the support of the Council.

718/13 ELECTION OF MAYOR AND DEPUTY MAYOR

It was proposed by Mayor Mrs Parsons and seconded by Honoured Burgess Peareth that Lostwithiel Town Council incorporates into the Town Council Standing Orders the following procedure for nominations for the roles of Mayor & Deputy Mayor.

Lostwithiel Town Council will hold annually in February a nomination procedure for the role of Deputy Mayor and Mayor for the annual term to commence the following May. Nominations will be made verbally at the February meeting and voting will take place by written ballot.

This proposal received the support of the Council.

It was further proposed by Councillor Robson and seconded by Councillor Mrs Wilkinson that for the term starting May 2014 the nominations take place at the March meeting. This proposal received the support of the Council.

719/13 DEPUTY MAYOR NOMINATION 2014/15

It was proposed by Councillor Jarrett and seconded by Councillor Gillett that Councillor May is nominated for the role of Deputy Mayor 2014/15. This proposal received the support of the Council.

720/13 MAYOR NOMINATION 2014/15

It was propose by Honoured Burgess Jones and seconded by Councillor Mrs Wilkinson that Councillor Jewels is nominated for the role of Mayor 2014/15.

It was then proposed by Mayor Mrs Parsons and seconded by Councillor Robson that Deputy Mayor Mrs Jarrett is nominated for the role of Mayor 2014/15.

A written ballot was conducted, the result being that Councillor Jewels is nominated for the role of Mayor 2014/15.

721/13 FINANCE, STAFFING & GENERAL PURPOSES COMMITTEE VACANCY

It was proposed by Councillor Robson and seconded by Councillor Mrs Wilkinson that Councillor Gillett joins the FS&GP Committee.

It was proposed by Honoured Burgess Jones and seconded by Councillor Jewels that Councillor Brewer joins the FS&GP Committee.

It was proposed by Councillor Hensman and seconded by Honoured Burgess Peareth that Councillor Mrs Ross joins the FS&GP Committee.

A written ballot was conducted, the result being that Councillor Gillett joins the FS&GP Committee.

722/13 PUBLIC TOILETS

The Council was advised by Mayor Mrs Parsons that representatives from Cornwall Council and Lostwithiel Town Council held a very positive meeting regarding Lostwithiel's Public toilets on Thursday. The Cornwall Council Officer who attended the meeting hopes to be in a position to provide an update by the end of this week.

It was proposed by Councillor Jewels and seconded by Councillor Gillett that all discussions regarding the future of public toilet provision in Lostwithiel are undertaken in Full Council meetings. This proposal received the support of the Council.

The responses received from both Lostwithiel Social Club and Lostwithiel Community Centre were read to Council.

It was proposed by Councillor Jewels and seconded by Councillor Abbiss that the Mayor and Deputy Mayor are asked to meet with Lostwithiel Community Centre again. This proposal received the support of the Council.

Deputy Mayor Mrs Jarrett advised the Council that she had had an informal chat with one of the Managers at the Co-op who has confirmed that the Co-op may be able to consider making their toilet facility available. It was proposed by Deputy Mayor Mrs Jarrett and seconded by Honoured Burgess Jones that the clerk is instructed to write to Co-op Lostwithiel to formally ask if they would allow this use of their facility. This proposal received the support of the Council. The clerk was further instructed to write to Lostwithiel Social Club and thank them for their commitment to town.

723/13 COMMERCIAL/CHARITABLE USE OF TOWN COUNCIL LAND – Raymond Amusements
It was proposed by Councillor Watkins and seconded by Deputy Mayor Mrs Jarrett that this application is dismissed as the field for the duration of the Carnival will be made available to Lostwithiel Rotary. This proposal received the support of the Council.

724/13 COMMERCIAL/CHARITABLE USE OF TOWN COUNCIL LAND – Lostwithiel Rotary
Councillor Jewels having previously declared a registerable interest left the meeting room. It was proposed by Councillor Watkins and seconded by Deputy Mayor Mrs Jarrett that permission is granted to Lostwithiel Rotary to use this area of the Town and that written consent is given for the use of sound amplification equipment subject to the necessary consents having been obtained from Cornwall Council prior to the event. This proposal received the support of the Committee.

725/13 COMMERCIAL/CHARITABLE USE OF TOWN COUNCIL LAND – Lostwithiel Business Group
Councillor Jewels re-joined the meeting made a statement and then left the meeting room again prior to the discussion of this agenda item.
It was proposed by Councillor Hughes and seconded by Councillor Gillett that permission is granted to Lostwithiel Business Group to use the Parade area for a Produce Market for the six dates specified namely 5 April, 3 May, 7 June, 5 July, 2 August and 6 September. The charge for the use of the Parade on each occasion will be £100 and the Council will wish to review arrangements after the Market held on 7 June. This proposal received the support of the Council.
Councillor Jewels re-joined the meeting.

726/13 COMMERCIAL/CHARITABLE USE OF TOWN COUNCIL LAND – Lostfest
The clerk advised Council that construction works should be in progress on the field in May. It was proposed by Councillor Hughes and seconded by Councillor Watkins that the Council grants permission to Lostfest to allow the use of an area of the King George V playing field measuring 70ft x 20ft for commercial purposes namely the inflatable assault course and soft play area. The charge for the use of the field will be £200 and the use of the field is with the proviso that the Council has total control over the location to be used in the field. This proposal received the support of the Council.

It was further proposed by Councillor Watkins and seconded by Councillor Hensman that the Council's Land & Parks Committee is asked to draw up a policy for the hiring of Town Council land. This proposal received the support of the Council.

727/13 COULSON PARK PLAY AREA- Consultation on tenders
Councillor Watkins advised Council that the consultation event was very well supported and he wishes to thank all Councillors and members of Lost in Play who gave up their time to make the event such a success. Based on the responses received on the forms completed at the event it was proposed by Councillor Watkins and seconded by Councillor Gillett that the Council shortlists designs 1 & 2 and that the clerk is instructed to contact the tenderer of design number one to ascertain if it

is possible to incorporate a couple of minor amendments to the design and to invite this firm to make a presentation to the Council. This proposal received the support of the Council.

728/13 KING GEORGE V PLAYING FIELD – To receive the recommendation from the Land & Parks Committee that the Council lodges a Section 106 Application.

It was proposed by Councillor Watkins and seconded by Deputy Mayor Mrs Jarrett that the Section 106 form is submitted to Cornwall Council as soon as possible. This proposal received the support of the Council.

The clerk advised Council that the wording of the developer agreement is currently being checked by Cornwall Council's Public Open Spaces Team.

729/13 CORNWALL COUNCIL AFFORDABLE HOUSING CONSULTATION

It was proposed by Councillor Robson and seconded by Deputy Mayor Mrs Jarrett that the clerk is instructed to advise Cornwall Council that Lostwithiel Town Council considers the draft document 'Affordable Housing Supplementary Planning Document' is an excellent document. This proposal received the support of the Council.

730/13 CORNWALL ASSOCIATION OF LOCAL COUNCILS – Local Audit & Accountability Act – Access to Meetings

It was proposed by Councillor Robson and seconded by Honoured Burgess Jones that the clerk is instructed to advise Cornwall Association of Local Councils that Lostwithiel Town Council considers the Local Audit and Accountability Act counterproductive. This proposal received the support of the Council. Councillor Gillett requested that his objection to this proposal is recorded in the minutes of the meeting.

731/13 FS&GP RECOMMENDATIONS – Investment Strategy Policy & Statement of Internal Control

It was proposed by Councillor Jewels and seconded by Councillor Hughes that Lostwithiel Town Council adopts this policies as drafted. This proposal received the support of the Council.

732/13 WORLD WAR ONE COMMEMORATIVE EVENTS

The Mayor advised that the Town Council has approached Cornwall Council for advice regarding the planting of poppies in public areas.

It was proposed by Councillor Watkins and seconded by Deputy Mayor Mrs Jarrett that the Mayor, Councillor Robson and Councillor Watkins form a small working party to report to Council next month with recommendations for events to commemorate World War One. This proposal received the support of the Council.

733/13 FLOOD FLYER

It was proposed by Councillor Jewels and seconded by Councillor Hughes that the Flood flyer is approved as drafted and that the Flood Wardens are asked to distribute a copy to all properties in their sector during the test event. This proposal received the support of the Council.

734/13 LOSTWITHIEL TOWN COUNCIL – the purchase of 2 way radios for the Flood Wardens

It was proposed by Deputy Mayor Mrs Jarrett and seconded by Councillor Robson that Lostwithiel Town Council purchases 8 two way radios for use by Lostwithiel Town Council Flood Co-ordinators and Flood Wardens at a cost of approximately £112. This proposal received the support of the Council.

735/13 ENVIRONMENT AGENCY - Dredging

It was proposed by Councillor Robson and seconded by Councillor Mrs Wilkinson that Lostwithiel Town Council supports dredging. The Council would wish to work in conjunction with the Environment Agency and St Sampson Parish Council to ensure that any dredging undertaken is to the benefit of both communities. This proposal received the support of the Council.

736/13 SKATEPARK PRESS RELEASE

It was proposed by Councillor Watkins and seconded by Honoured Burgess Jones that the Skate Park Press Release is approved as drafted. This proposal received the support of the Council.

737/13 SKATEPARK – to consider the request for provision of seating

It was proposed by Councillor Watkins and seconded by Honoured Burgess Jones that the clerk is instructed to forward a thank you letter to this organisation for their fund raising efforts and excellent suggestion regarding seating. This proposal received the support of the Council.

738/13 MAYORS ALLOWANCE – to consider using residue monies to purchase a velvet collar for the Mayor's Chain

The meeting was advised that in accordance with the Local Government Act 1972 ss 15(5) and 34(5) the Chairman may be paid an allowance to meet the expenses of his office.

739/13 TOWN QUESTIONNAIRE

All Councillors involved were thanked for their contribution towards the final document. It was proposed by Deputy Mayor Mrs Jarrett and seconded by Councillor Hughes that 20 copies of the results are printed and made available in public buildings in Lostwithiel. An electronic copy should also be made available from the Town Council office on request.

740/13 COUNCIL NEWS – to approve the One off Newsletter

It was proposed by Councillor Gillett and seconded by Councillor Robson that the editorial team has a final meeting after the Planning Committee meeting next Tuesday and that the editorial team is delegated the authority to authorise the printing of the document. This proposal received the support of the Council.

741/13 INSURANCE

The Council was advised that the information is not yet available and the agenda item was deferred.

742/13 CAMPAIGN TO PROTECT RURAL ENGLAND

It was proposed by Councillor Hughes and seconded by Councillor Mrs Wilkinson that Lostwithiel Town Council becomes a member of the Campaign to Protect Rural England at a cost of £29 per annum. This proposal received the support of the Council.

743/13 CORNISH NATIONALIST PARTY – to consider the request for signage of the Duchy Palace

It was proposed by Councillor Jewels and seconded by Honoured Burgess Peareth that the clerk is instructed to request Duchy Palace signage. This proposal received the support of the Council.

744/13 LISTED BUILDING PLANNING PRE APPLICATIONS

It was proposed by Honoured Burgess Jones and seconded by Councillor Hughes that the Council authorises expenditure of £252 for the submission of the forms. This proposal received the support of the Council.

745/13 CLOSURE OF TOWN COUNCIL OFFICE

It was proposed by Councillor Jewels and seconded by Councillor Hughes that the Town Council office is closed with immediate effect and that the Town Clerk is moved to an alternative office within the building and that all associated costs i.e. moving the phone line are approved. This proposal received the support of the Council.

746/13 EXTERNAL HARD DRIVE

It was proposed by Honoured Burgess Jones and seconded by Councillor Watkins that the clerk is authorised to purchase an encrypted external hard drive for the backup of the office computer to a maximum value of £100. This proposal received the support of the Council.

747/13 ACCOUNTS & FINANCE

Deputy Mayor Mrs Jarrett declared an interest and left the meeting room.

It was proposed by Councillor Hensman and seconded by Councillor Watkins that the cheques presented totalling £4911.95 are authorised for payment. This proposal received the support of the Council

Deputy Mayor Mrs Jarrett re-joined the meeting.

748/13 HIGHWAYS

The clerk was instructed to report the following to Cornwall Council Highways:-

Pavement bricks & slabs in the town are uneven and loose

Drain needs clearing at the back of the Post Office

Could the single yellow line road marking from Avery House to top Addison Terrace be reviewed?

749/13 TO RECEIVE REPORTS FROM OUTSIDE BODIES

Mayor Mrs Parsons advised that she attended the most recent Lost in Play meeting which discussed the consultation

Honoured Burgess Peareth reported that he attended the Combined Community Flood Recovery Group Meeting

Councillor Hughes advised that Lostfest wish to view the Town Council's road closure signage.

750/13 CORRESPONDENCE

Cornwall Council	National railway stations improvement programme
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	Confirmation of vacancy co-option
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Cornwall County Playing Fields	Request for financial support
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Environment Agency	Pill walk
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South West Water	Raw sewage
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Lightsource	Rew Farm
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SLCC	Fire safety training
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	Health & Safety awareness training
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Lostwithiel resident	Children's garden Mount Pleasant place
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The clerk advised the Council that Cornwall Council have today confirmed that the Council can proceed to fill the vacancy on the Town Council by co-option.

The clerk read to Council the email from the Environment Agency regarding Pill Walk, the letter from South West Water regarding raw sewage, the email from Lightsource and asked Council for contact information relating to the Children's Garden at Mount Pleasant Place.

The clerk was instructed to advise Lightsource that the Council has no objection to the extension of working hours and considers the sooner works are finished the better.

The clerk was also instructed to contact South West Water again regarding Pill Walk highlighting their collapsed gabions and the erosion around their outlet pipes.
 Councillor Hughes advised Council he would obtain the contact details for the person with responsibility for the Children's garden and contact the office.

751/13 NOTICES

Cornwall AONB Forum Saturday 22 March
 10am – 2pm
 Duchy College Stoke Climsland
 Town Council Annual Meeting Wednesday 23 April 7pm

752/13 ITEMS FOR NEXT AGENDA

Boards updated with Mayoral terms of office
 Drain identification plan – Planning Committee
 Public toilets - Business group offer

The meeting closed at 9.25pm

Chairman

Date