

Lostwithiel Town Council

The Annual Meeting of the Town Council was held in the Guildhall on Tuesday 6 May 2014 at 7pm.

Councillors present

Councillor D Abbiss, Councillor R Brewer,
Councillor I Gillett, Councillor T Hughes
Councillor Mrs Jarrett, Councillor C Jewels,
Honoured Burgess M Jones, Councillor V May,
Councillor Mrs G Parsons, Honoured Burgess Peareth,
Councillor D Robson, Councillor M Royle,
Councillor P Watkins and Councillor Mrs S Wilkinson

In attendance

Town Clerk Mrs S Harris

Four members of the public were in attendance

001/14 TO ELECT THE MAYOR OF THE COUNCIL
& TO RECEIVE THE MAYOR'S DECLARATION OF ACCEPTANCE OF OFFICE

It was proposed by Councillor Gillett and seconded by Councillor Robson that Councillor Mrs P Jarrett is elected Mayor for the Civic Year 2014/15. This proposal received the support of the Council and Mayor Mrs Jarrett signed the Declaration of Acceptance of Office of Mayor/Chairman.

002/14 TO ELECT THE DEPUTY MAYOR OF THE COUNCIL & TO
RECEIVE THE DEPUTY MAYOR'S DECLARATION OF ACCEPTANCE OF OFFICE

It was proposed by Councillor Mrs Parsons and seconded by Councillor Gillett that Councillor May is elected Deputy Mayor for the Civic Year 2014/15. This proposal received the support of the Council and Deputy Mayor May signed the Declaration of Acceptance of Office of Deputy Mayor/Vice Chairman.

003/14 APOLOGIES

Apologies for absence were received and accepted from Councillor Hensman & Councillor Mrs Ross.

004/14 DECLARATIONS OF INTEREST

None

005/14 PUBLIC PARTICIPATION

It was proposed by Councillor Jewels and seconded by Deputy Mayor May that the meeting is adjourned and Standing Orders suspended for a maximum of 15 minutes to allow members of the public to address the Council on matters relating to Lostwithiel. This proposal received the support of the Council.

PCSO Phillips presented the April crime report for Lostwithiel. There were 12 reported crimes, 3 have been detected and 3 are ongoing. Results show an increase in crime compared to April 2013. The Police have received an increased amount of calls regarding ASB and some of the crimes can be linked to this – ASB notices have been issued.

It was proposed by Councillor Brewer and seconded by Councillor Hughes that the Council meeting is reconvened and the Standing Order suspension withdrawn. This proposal received the support of the Council.

006/14 CORNWALL COUNCILLOR REPORT

None

007/14 MINUTES

The minutes of the Council meeting of 1 April 2014 were accepted, approved and duly signed by the Mayor Mrs Jarrett. Proposed Councillor Jewels seconded Councillor Mrs Parsons. This proposal received the support of the Council.

008/14 STANDING ORDERS

It was proposed by Councillor Jewels and seconded by Councillor Gillett that the Standing Orders for Lostwithiel Town Council are approved and adopted. This proposal received the support of the Council. It was noted by Council that the Standing Orders will require review later in the year.

009/14 FINANCIAL REGULATIONS

It was proposed by Councillor Jewels and seconded by Councillor Gillett that Lostwithiel Town Council's Financial Regulations are approved and adopted. This proposal received the support of the Council.

010/14 INTERNAL AUDITOR

It was proposed by Councillor Jewels and seconded by Councillor Robson that Mr Ken Abraham is appointed an Internal Auditor for the year end March 2015. This proposal received the support of the Council.

011/14 COMMITTEE TERMS OF REFERENCE

It was proposed by Councillor Jewels and seconded by Councillor Gillett that the Committee terms of reference are reviewed later in the year. This proposal received the support of the Council.

012/14 COMMITTEE STRUCTURES & MEMBERSHIP

It was proposed by Councillor Mrs Parsons and seconded by Councillor Robson that Lostwithiel Town Council adopts and accepts the existing Committee structures. This proposal received the support of the Council.

Councillor Abbiss and Honoured Burgess Peareth joined the meeting.

a) Planning

It was proposed by Councillor Robson and seconded by Deputy Mayor May that the following Councillors are appointed to serve on the Planning Committee.

Mayor Mrs Jarrett

Councillor Abbiss

Honoured Burgess Peareth

Councillor Robson Councillor Mrs Ross Councillor Royle
Councillor Watkins

This proposal received the support of the Council.

b) Land & Parks

It was proposed by Deputy Mayor May and seconded by Councillor Hughes that the Council accepts the result of the written ballot and that the following Councillors are appointed to serve on the Land & Parks Committee.

Mayor Mrs Jarrett Deputy Mayor May Councillor Abbiss
Councillor Brewer Councillor Gillett Councillor Mrs Parsons
Honoured Burgess Peareth Councillor Watkins

This proposal received the support of the Committee.

c) Finance, Staffing & General Purposes

It was proposed by Councillor Hughes and seconded by Councillor Mrs Parsons that the Council accepts the result of the written ballot and that the following Councillors are appointed to serve on the Finance, Staffing & General Purposes Committee.

Mayor Mrs Jarrett Deputy Mayor May Councillor Jewels
Honoured Burgess Jones Councillor Gillett Councillor Mrs Ross

This proposal received the support of the Committee.

013/14 WORKING PARTY MEMBERSHIP

a) Cemetery

It was proposed by Councillor Watkins and seconded by Deputy Mayor May that Councillor Abbiss, Councillor Gillett, Councillor Mrs Parsons & Honoured Burgess Peareth are appointed to Lostwithiel Town Council's Cemetery working party. This proposal received the support of the Council.

b) Community Resilience

It was proposed by Councillor Robson and seconded by Councillor Gillett that Councillor Abbiss, Councillor Mrs Ross, Councillor Royle and Honoured Burgess Peareth are appointed to Lostwithiel Town Council's Community Resilience working party. This proposal received the support of the Council.

c) World War One Commemorations

It was proposed by Councillor Watkins and seconded by Councillor Mrs Parsons that Councillor Hughes, Councillor Mrs Parsons, Councillor Robson and Councillor Watkins are appointed to Lostwithiel Town Council's World War One Commemorations working party. This proposal received the support of the Council.

014/14 REPRESENTATIVES TO OUTSIDE ORGANISATIONS

a) Elliott Trust

It was proposed by Councillor Robson and seconded by Councillor Jewels that Deputy Mayor May and Councillor Watkins are appointed as Town Council representatives to the Elliott Trust. This proposal received the support of the Council.

b) Thomas Bullock Trust

It was proposed by Councillor Robson and seconded by Councillor Watkins that Deputy Mayor May and Honoured Burgess Jones are appointed as Town Council representatives to the Thomas Bullock Trust. This proposal received the support of the Council.

c) Miss Coles Trust

It was proposed by Councillor Watkins and seconded by Councillor Robson that the Town Council does not appoint representatives unless a written request is received from the Miss Coles Trust Trustees. This proposal received the support of the Council.

015/14 ASSET REGISTER

The clerk distributed to Council members copies of the Asset Register as at 31 March and a copy of the Internal Auditor's report regarding the Council's Asset Register and explained her reservations as Proper Officer to the Council.

It was proposed by Councillor Watkins and seconded by Councillor Jewels that the current Asset Register needs to receive the urgent attention of the Council. This proposal received the support of the Council.

016/14 INSURANCE POLICY

The clerk distributed copies of the current insurance policy to the Council. It was proposed by Councillor Gillett and seconded by Councillor Robson that the only item to be reviewed is the item as suggested by Councillor Jewels namely clarification regarding clean up costs. This proposal received the support of the Council.

017/14 COUNCIL POLICIES

a) Media policy

It was proposed by Councillor Mrs Parsons and seconded by Honoured Burgess Jones that the reference to the quarterly newsletter is deleted from the Council's media policy. This proposal received the support of the Council.

b) Grant awarding policy

It was proposed by Councillor Mrs Parsons and seconded by Councillor Jewels that the grant awarding policy does not need amendment. This proposal received the support of the Council.

018/14 DATES & TIMES FOR COUNCIL MEETINGS

It was proposed by Councillor Mrs Parsons and seconded by Councillor May that full Council meetings will be held on the first Tuesday monthly with the exception of June when the meeting will be held on the second Tuesday. Planning & FS&GP Committee meetings will be held on the second Tuesday monthly and Land & Parks Committee meetings on the third Tuesday monthly. This proposal received the support of the Council.

The meeting closed at 8.20pm

Chairman

Date