



## **Lostwithiel Town Council Extraordinary Meeting Tuesday 14 April 2026**

### **Meeting Minutes**

An Extraordinary Meeting of Lostwithiel Town Council was held in Lostwithiel Guildhall on Tuesday 14 April 2026 at 6.30pm.

### **Councillors Present**

Mayor Berryman, Councillor Anders, Councillor Ankowski, Councillor Ashwin, Councillor Guiterman, Councillor Henderson, Councillor Lindsay-Gale, Councillor McClarin, Councillor Nineham, Councillor Santo Warner, Councillor Surgey & Councillor Thomas.

### **In attendance**

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

### **370/25 Apologies of Absence**

Apologies were received and accepted from Deputy Mayor Rawlings, Councillor Eastham & Councillor Prior-Richards.

Councillor Guiterman had advised in advance of the meeting that he would be late.

### **371/25 Declarations of Interest**

Councillor Henderson declared a non-registerable interest in agenda item 11 – Boules pitch.

### **372/25 Public Participation**

The Council was addressed regarding agenda item 11, boules pitch, planning application PA25/09214, the size of the proposed bus shelter for Cott Road and

agenda item 09 Cornwall Council's Public Realm and re-introduction of weed treatment.

(Four members of the public left the meeting room & Cllr Guiterman joined the meeting.)

### **373/25 Meeting Minutes 25 March 2026**

it was **resolved** that the minutes of the Extraordinary Council Meeting held on 25 March 2026 are accepted, approved and duly signed by Mayor Berryman.

**Proposer:** Cllr Surgey

**Secunder:** Cllr McClarin

**Vote:** 12 votes in favour

### **374/25 Neighbourhood Plan Steering Group minutes**

The Neighbourhood Plan Steering Group minutes of 11 March 2026 were noted by Council.

### **375/25 Staffing Committee Meeting Minutes**

The Staffing Committee minutes of 18 March 2026 were noted by Council.

### **376/25 Planning applications**

a)

**PA25/09214**

Land North East of 9 Mill Hill, Lostwithiel  
Proposed dwelling

It was **resolved** to object to this planning application for a proposed dwelling. The Town Council considers it contravenes Policies 12 & 27 of the Cornwall Local Plan & Policy HH5 of the Lostwithiel Neighbourhood Plan. The design of the property means that the proposed balcony would overlook the neighbouring properties. The adjacent bank is considered unstable. The construction would remove the current parking for 8 Mill Hill, would impede access to the Right of Way for neighbouring properties and is not in accordance with part 4.7.3. of the AECOM Lostwithiel Design Codes which notes the importance of garden areas contributing to the landscape of the area.

**Proposer:** Cllr Nineham

**Secunder:** Cllr Guiterman

**Vote:** 12 votes in favour

(One member of public left the meeting)

**PA26/01603**

Duchy Motors Park Road Lostwithiel  
Proposed extension to existing  
garage/workshop, raising of roof to  
existing garage

It was **resolved** not to raise any objection to this application and to endorse the comments/recommendations made by Cornwall Council's Public Protection Contaminated Land Team dated 10 April 2026.

**Proposer** Cllr Henderson

**Seconder** Mayor Berryman

**Vote:** 12 votes in favour

**PA26/02263**

Land adjacent to Lynwood

Restormel Road, Lostwithiel

Application for Permission in Principle for the construction of 1 dwelling (minimum of 1, maximum of 1)

It was **resolved** not to raise any objection to this Planning in Principle application whilst the design is a Technical Details Consent matter the Town Council would prefer that the dwelling frontage is in keeping with the peace of the nearby Cemetery.

**Proposer** Cllr Guiterman

**Seconder** Cllr Henderson

**Vote:** 12 votes in favour

b)

**PA25/08297**

The Studio, Copperbarn, Millham Farm, Lostwithiel

It was resolved to suggest the following revised text for the planning condition to the LPA.

*'The annexe hereby permitted shall be occupied only by members of the family, non-paying guests, or paying guests of the occupiers of the dwelling known as Copperbarn and shall not at any time be sold as a separate residential unit of accommodation.'*

The clerk was also instructed to advise the LPA that whilst the Town Council fully acknowledges that planning conditions need to be workable the Town Council's preference is the use of the Studio as a residential long term home rather than short term holiday let.

**Proposer** Cllr Nineham

**Seconder** Cllr Surgey

**Vote:** 11 votes in favour 1 against

**377/25 National Association of Local Councils & Cornwall Association of Local Councils**

It was resolved to approve the annual renewal of the Council's subscription at a respective cost of £208.01 & £824.86

**Proposer** Mayor Berryman

**Seconder** Cllr Guiterman

**Vote:** 12 votes in favour

**378/25 Cornwall Council Public Realm & re-introduction of weed treatment**

It was **resolved** to opt in and allow Cornwall Council to complete remedial works necessary. During the initial 12-month period the Town Council will assess the scale of the road weeds on the areas highlighted green on the Cornwall Council maps, monitor Cornwall Council's remedial works and obtain contractor prices to keep the areas weed free without the use of chemicals. The Council will then review with the benefit of this supporting information well in advance of the next 12-month period.

**Proposer:** Cllr Guiterman

**Seconded:** Cllr Henderson

**Vote:** 9 votes in favour 3 Against

**379/25 Parade – to consider in accordance with minute reference 061/25 dated 03 June approval of an alternative spray suggested by the Council's contractor for use on the Parade.**

It was **resolved** to not spray the Parade and instead Councillors will meet and hoe/hand pull the grass on the Parade.

**Proposer:** Cllr Ankowski

**Seconded:** Cllr McClarin

**Vote:** 11 votes in favour 1 Against

(1 Member of public left the meeting)

**380/25 Boules Pitch on the Parade**

Cllr Henderson addressed the meeting and having previously declared a non-registerable interest, left the meeting prior to the discussion of this agenda item. It was **resolved** to accept the price to dig out the area with a mini excavator 20mm - dust top, not to have a self-binding aggregate top, but instead 5-6 bags of grit. The Council considers that it would be a nice attraction for the town.

**Proposer:** Cllr Nineham

**Seconded:** Cllr Guiterman

**Vote:** 12 votes in favour

**381/25 Lostwithiel Town Council AI Policy**

It was **resolved** to adopt the policy as drafted with one exception namely that the text is changed to reflect internal drafts & documents need to state whether AI has been used to produce them.

**Proposer:** Cllr Guiterman

**Seconded:** Cllr McClarin

**Vote:** 12 votes in favour

**382/25 Library Saturday morning opening trial**

It was **resolved** that following the completion of the six-month trial the library will remain open every Saturday 9am – 12midday.

**Proposer:** Cllr Nineham

**Seconded:** Cllr Anders

**Vote:** 9 votes in favour 2 against 1 abstention

**383/25 Edgcumbe House – water ingress**

It was **resolved** to agree to the cost of £4,912.03 plus 10% contingency plus Vat for the urgent remedial works necessary to the wall of Edgcumbe House adjacent to the Kings Arms to prevent further water ingress.

**Proposer:** Cllr Guiterman

**Seconded:** Mayor Berryman

**Vote:** 12 votes in favour

**384/25 Cattle Market car park - Potholes**

It was **resolved** to approve the cost of £848.50 plus Vat to repair the potholes in the Cattle market car park.

**Proposer:** Cllr Surgey

**Seconded:** Mayor Berryman

**Vote:** 12 votes in favour

**385/25 Bus shelters – Repairs to A390 bus shelters**

It was **resolved** to agree to the prices obtained for the cleaning £500 plus Vat and repairs £1402.86 plus Vat to the A390 bus shelters. The clerk was instructed to ask the contractor not to use hammerite paint but to use an alternative paint for which Cllr Ankowski would provide the details and data sheet.

**Proposer:** Mayor Berryman

**Seconded:** Cllr Guiterman

**Vote:** 11 votes in favour 1 abstention

**386/25 Cott Road bus stop/bus shelter**

It was **resolved** to instruct the clerk to advise Cormac that the Council would like to install two green Heritage Bus shelters and a bike rack and to ask Cormac for more specific costs for the consultation & installation without electrics (if permitted).

**Proposer:** Cllr Surgey

**Seconded:** Cllr Nineham

**Vote:** 12 votes in favour

**387/25 Shire Hall Moor**

It was **resolved** to replace the bin and strap it to concrete posts to mitigate against any flooding.

**Proposer:** Mayor Berryman

**Seconded:** Cllr Ankowski

**Vote:** 12 votes in favour  
(Two members of public left the meeting)

### **388/25 Lostwithiel Newsletter**

It was **resolved** to approve the cost of £100 monthly to submit a full page in the Lostwithiel Newsletter with the effect from May 26 edition. The following suggestions were made to the draft design: -  
make the Town Council updates area bigger,  
reduce the size of the CC & LTC services section  
Increase the size of the library section.

**Proposer:** Mayor Berryman

**Secunder:** Cllr McClarin

**Vote:** 12 votes in favour

### **389/25 LEAF Second Island Project – to consider the request received from LEAF for permission to arrange a habitat survey and species list for Second Island.**

It was decided to defer consideration of this agenda item until further information is available from LEAF.

### **390/25 Accounts & Finance**

Date	Cheque Ref	Payee Name	Amount Paid	Transaction Detail
14/04/26	Online payment	Biffa	£655.20	Annual Litter bin contracts £327.60 Skate park £327.60 Rosehill
14/04/26	Online payment	Biffa	£372.00	Plastic waste bags supply & collection £297.60 Cemetery bin April £74.40
14/04/26	Online payment	Cornwall ALC Limited	£1,197.84	Annual CALC & NALC subscription
14/04/26	Online payment	Cornwall Council	£13,161.45	Rates – buildings, car parks & burial ground
14/04/26	Online payment	DCS Pest Control	£60.00	Pest control

		(Cornwall) Limited		
14/04/26	Online payment	Lemon booking system	£412.00	Stannary Creative Spaces
14/04/26	Online payment	Rialtas	£1,154.40	Annual support and maintenance licence
14/04/26	Online payments & Standing Orders	Salary related expenses	£8,111.72	Salary related expenses
14/04/26	Online payment	VOIP	£11.99	Landline phone
14/04/26	Online payment	WesternWeb Ltd	£126.00	Renewal of domain lostwithielplan.org.uk (2 years)
14/04/26	Online payment	Zen	£71.83	Broadband Edgcumbe House & Guildhall
			£25,334.43	

It was **resolved** to approve the list of payments as drafted.

**Proposer:** Mayor Berryman

**Seconded:** Cllr Guiterman

**Vote:** 12 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:** Cllr Guiterman

**Seconded:** Cllr Nineham

**Vote:** 12 votes in favour

The meeting closed at 21:15

Chairman

Date