



**Lostwithiel Town Council Meeting
will be held
on
Tuesday 02 June 2026
at
Lostwithiel Guildhall at 6.30pm**

Members of the Press & Public are invited to attend under the Public Bodies (Admission to Meetings) Act 1960. Under the Openness of Local Government Bodies Regulations 2014, any members of the public or press are allowed to take photographs, film and audio record the proceedings and report on all public sections of the meeting. Therefore, please be aware that whilst every effort is taken to ensure that members of the public are not filmed, **the council cannot guarantee this**, especially if you are speaking or taking an active role. The Council asks those recording proceedings not to edit the film or recording in a way that could lead to misinterpretation of the proceedings or infringe the core values of the Council. This includes refraining from editing an image or views expressed in a way that may ridicule or show lack of respect towards those being filmed or recorded.

Lostwithiel Town Council has signed the Civility & Respect Pledge agreeing that it will treat all Councillors, the Clerk and all employees, members of the public, representatives of partner organisations and volunteers with civility and respect in their roles. All meetings will be managed with this pledge in mind.

Under the Local Government Act 1972 Sch 12 10(2)(b), Council is unable to make any decision on matters not listed on the agenda.

Members and Members of the Public are asked to set device ring tones/alerts to silent.

- To receive the Cornwall Councillor Report
- To receive a presentation from the new owners of Tredethick Farm

Meeting Agenda

1. Apologies – to receive and accept Apologies of Absence.
(LGA 1972 Sch12 s40)
2. To receive from Council Members any Declarations of Interest
(Localism Act 2011)
 - a) Pecuniary Interests – to receive Declarations of Pecuniary Interests as declared on the Register of Interests
 - b) Non-registerable Interests – to receive Declarations of Non-registerable Interests
 - c) Dispensations - to consider and report on any requests for dispensation in line with the Council’s Code of Conduct
 - d) Gifts & Hospitality – to declare any gifts or hospitality in line with the Council’s Code of Conduct
3. Public Participation – Time allowed for members of the public to address the Council on matters on the agenda. A question shall not require a response at the meeting nor start a debate on the question. The Mayor or meeting Chair may direct that a written or oral response be given –
Maximum time allowed 15 minutes.
(Public Bodies (admission to Meetings) Act 1960)

Planning Applications & discussions – ‘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.’
4. Meeting Minutes - to receive and resolve to adopt the minutes of the Annual Council meeting held on 05 May 2026 having previously been circulated and taken as read. (LGA 1972 Sch 12 para 41)

5. Mayor's report – to receive a verbal update from the Mayor on any meetings attended and any future dates for the diary. (For information only).
6. Councillor Reports – to receive reports/updates on any meetings attended by members as representatives of the Town Council and future dates for the diary (For information only)
7. Planning Applications
 - a)
 - PA26/02953** Penhallow, 4 The Moors Lostwithiel
Construction of single storey side extension and remodel
 - PA26/03221** Barngate Farm Lostwithiel
Overhead Electricity Lines to install a new overhead line of a shorter length to rectify the defect.
8. GPS Trail for families proposal – to consider this initiative put forward by Chris Jenord to benefit nature and heritage charities.
9. Lostwithiel Town Council Committee Terms of Reference – to consider approval of the revised standardized Committee Terms of Reference as drafted.
10. Second Island grass cutting – to note the terms of the contract and to consider if the Council wishes to amend the cutting frequencies.
11. A390 fountain – to note the complaint received and to decide if the Council wishes to instruct the Council's contractor to clear.
12. Lostwithiel Carnival Charity Fun Day Sunday 26 July 26 – to decide if the Council wishes to accept the invitation to have a presence on King George V playing field.
13. Public Toilets – to consider the request from a Lostwithiel resident that the Town Council assesses 'how much in total it would cost rate payers to

provide free public toilets in our town and to balance this cost against the goodwill that this provision would bring’.

14. Lostwithiel Business Group street Christmas trees – to consider a suggestion put forward by Lostwithiel Business Group and Cllr Lindsay-Gale that Lostwithiel Town Council takes over the responsibility for purchasing and distributing the street trees.
15. Lostwithiel Business Group Lostwithiel town entrance signs – to consider the options put forward by the Business Group and to agree a design preference.
16. River bank & Designated Bathing Area signage - to note the requirements of the Town Council’s insurers and the recommendations of the RLSS Risk Assessment and Water Management Plan and to approve new and replacement signage.
17. Lostwithiel Library – to consider the request from Cllr McClarin that the Town Council authorises the setting up of a working party to make recommendations to Council regarding suggested improvements to Lostwithiel Library.
18. The People’s Emergency – to consider the suggestion put forward by Cllr Surgey that Lostwithiel Town Council has a dedicated screening of the 50 minute National Emergency Briefing film.
19. Digital Marketing Services Tender – to note that no tenders were received by the closing date 20 May 2026.
20. Town Council office chairs & perching stool for library volunteers – to consider the request from the office for 3 new chairs for staff and a request from a couple of the library volunteers at a cost of £532.
21. Accounts & Finance
 - a) To approve the list of payments as drafted.

Date	Cheque Ref	Payee Name	Amount Paid	Transaction Detail
02/06/26	Online payment	APS Construction Services Ltd	£2644.50	EICR Parade lights & 2 nd quarter cleaning charges
02/06/26	Online payment	Biffa	£96.28	Cemetery bin
02/06/26	Online payment	Cormac	£850.64	Two ashes interments
02/06/26	Online payment	Cornwall ALC Ltd	£42.00	AI in your community training
02/06/26	Online payment	Cornwall Council	£79.00	Two library volunteer DBS checks
02/06/26	Online payment	Cornwall Supplies Cleaning	£11.38	Toilet rolls
02/06/26	Online payment	EDF	£616.95	Car park & Guildhall electric
02/06/26	Online payment	J Berryman	£50.00	Lostwithiel scouts
02/06/26	Online payment	NPower	£62.79	Toilet electric
02/06/26	Online payment	Parcsigns	£108.00	Gild name on board at Guildhall
02/06/26	Online payment	ROSPA Play Safety	£597.60	Annual play inspections
02/06/26	Online payment	Source for Business	£160.59	Water charges Public toilet & Guildhall
02/06/26	Online payments & Standing Orders	Salary related expenses	£8,111.72	Salary related expenses
02/06/26	Online payment	SWPSI Ltd	£79.99	Play area inspection fees
02/06/26	Online payment	SSE	£128.26	Library electric

02/06/26	Online payment	WesternWeb	£72.00	Accessibility audit for website
02/06/26	Online payment	VOIP	£11.99	Phone line
02/06/26	Zen Internet	Zen Internet	£69.60	Broadband x 2
		Total	£13,793.29	

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.

22. Staffing Committee recommendations – to consider approval of the Staffing Committee recommendations.

S Harris

Sandra Harris

Town clerk

26 May 2026