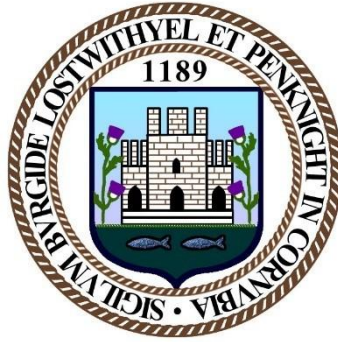




**Lostwithiel Town Council Meeting
will be held
on
Tuesday 04 August 2026
at
Lostwithiel Guildhall at 6.30pm**

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

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 Extraordinary Council meeting held on 21 July 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)

PA26/04147

6 Coffa Bridge Close Lostwithiel
Works to trees subject to a Tree Preservation Order for 2 x beech trees, to crown lift over the road to a height of 3.5m with pruning cuts limited to 50mm in diameter.

PA26/04479

Tredethick Farm Cottages Lostwithiel
Removal of condition 18 in relation to decision notice C2/91/00940 dated 12 August 1991.

PA26/04732

11 River Fowey Retreat Cott Road
Lostwithiel
Proposed first floor balcony to front elevation of house.

PA26/05043

35 Coffee Lake Meadow Lostwithiel
Construction of two storey rear extension, alterations to existing porch roof & associated internal refurbishment works.

PA26/05184

6 Castle Hill Lostwithiel
Works to tree(s) within a Conservation Area (TCA) H1 – mixed species hedge, proposed works: remove hedge. T1 Mature fir tree – proposed works reduce overall height by approximately 3 metres. T2 Mature ash tree – proposed works reduce overall crown by approximately 20 per cent (around 4 metres).
As this application is for works to trees in a Conservation Area it will be decided

under delegated authority. There is no need for Lostwithiel Town Council to submit any comments to the local planning authority.

PA26/05253

2 South Street Lostwithiel

Works to tree(s) within a Conservation Area (TCA) Magnolia soulangeana (T1)
Complete removal of the tree and stump.
As this application is for works to trees in a Conservation Area it will be decided under delegated authority. There is no need for Lostwithiel Town Council to submit any comments to the local planning authority.

8. Cornwall Council Countywide 20mph speed limit Phase 5 – St Blazey, Fowey & Lostwithiel – to consider the consultation documents provided and formulate Lostwithiel Town Council's response.
9. Cornwall Council Planning Validation Guide consultation -- to consider the draft document and to agree Lostwithiel Town Council's response.
10. Cornwall Council Van Dweller survey – to agree a response to the form received.
11. Cornwall Council Lostwithiel Local Plan workshop – to agree the list of suggested stakeholders to be invited to the meeting.
12. Forestry Consultation Scheme from Soil Association – to consider the correspondence received and decide if Lostwithiel Town Council has any comments on:-
 - a) forest management carried out by the Duchy of Cornwall
 - b) the FSC Standard being used (see <https://connect.fsc.org/document-centre/documents/resource/314> / <http://ukwas.org.uk/>)

13. Cott Road bus stop – to consider and confirm the further information requested by Cornwall Council Highways in relation to the proposed bus stop.
14. Lostwithiel's Emergency Plan – to consider approval of the plan (based heavily on Cornwall Council's template) as drafted.
15. Castle Hill Allotments – to note that the rainwater harvesting system has run dry due to the recent extended dry weather and to decide whether the Council wishes to implement emergency water provisions for plot holders i.e. a bowser to refill some of the IBCs
16. Parade water butt – to consider installing a water butt on the Parade under the Army Cadet building downpipe to make it easier to water the plants.
17. Lostwithiel Town Council Policies – to consider approval as drafted of the following:-
 - Data Protection, Retention and Compliance Policy
 - Disciplinary Policy
 - Grievance Policy
 - Lone working policy

18. Accounts & Finance

a) To approve the list of payments as drafted.

Date	Cheque Ref	Payee Name	Amount Paid	Transaction Detail
04/08/26	Online payment	APS Construction Services Ltd	£2,257.30	Installation of signs
04/08/26	Online payment	Biffa	£ 127.68	Annual waste transfer note & bin collection Lostwithiel cemetery
04/08/26	Online payment	Greens of Cornwall	£ 364.32	Removal of split tree debris at Coulson Park
04/08/26	Online payment	Parc Signs	£ 882.54	DBA and new cold water signs

04/08/26	Online payment	Poynton Bradbury	£ 1800.00	RIBA 0-1 interim invoice
04/08/26	Card payment	Print2Media	£ 141.19	Carnival tent banners and posters
04/08/26	Online payment	Salary related expenses	£ 8,119.46	Salary related expenses
04/08/26	Online payment	SSE Energy Solutions	£ 128.23	Guildhall electric
04/08/26	Online payment	SWPSI Ltd	£ 119.99	Play area inspection fees
04/08/26	Online payment	Tozers	£ 1500.00	Annual Council advice service fee
04/08/26	Online payment	Tregeaenergy	£ 395.00	Community Centre EPC inspection fee
04/08/26	Card payment	TV Licensing	£ 360.00	Tv Licence Edgcumbe House & Guildhall
04/08/26	Online payment	WesternWeb	£ 79.03	Recover TC Windows 11 login
04/08/26	Online payment	Zen	£ 37.20	Broadband
		Total	£16,311.94	

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.

19. Lostwithiel Community Centre – to consider any further correspondence received regarding negotiations for the new lease.

20. Lostwithiel Museum – to consider the advice received from the Council's Solicitor and to appoint a surveyor.

21. Play inspections – to consider retrospective approval of the Town Clerk's actions.

S Harris

Sandra Harris

Town clerk

30 July 2026