



**Lostwithiel Town Council Extraordinary Meeting
will be held
on
Tuesday 25 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.

Presentation from Finley Bason Carriage Works Dental regarding future dental provision in Lostwithiel.

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 Council meeting held on 04 August 2026 having previously been circulated and taken as read. (LGA 1972 Sch 12 para 41)

5. Planning Applications

a) **PA26/02443**

The Flat, Monmouth Lane, Lostwithiel
Removal of a section of roof to create a roof terrace, add front door next to existing front door and double glaze front windows.

PA26/05041

Land to the East of Pendour Park Lostwithiel
Application for permission in principle for the construction of up to 6 dwellings (minimum of 6, maximum of 6)

6. Cott Road bus stop – to consider approval of the project plan received from Cormac noting that it excludes construction costs and the supply costs of the bus shelters.

7. Draft Neighbourhood Priority Statement – to consider the following:-

- Community Pre-submission consultation to consider approving the questionnaire as drafted
- Community Consultation period – to consider approving a six week pre-submission consultation period, running from Monday 12 October – Monday 23 November 26 inclusive
- Community Door drop – to decide which of the following options the Council would prefer for the community-wide door drop:-
 - a) Option A: The four page promotional leaflet
 - b) Option b: The full draft document

The cost of printing the full document is approximately £1.20 per copy. The Neighbourhood Plan Steering Group suggests that, should the Council prefer the promotional leaflet for the door drop, 400 copies of the full document are also printed for those who may wish to receive a complete copy.

Should the Council prefer the full document on the door drop, approximately 1,600 copies would be required.

8. Pendour park play area – to consider the current position and agree any necessary actions.

9. Lostwithiel Town Trail – to consider the request received to cover the reprinting costs of Lostwithiel Town trail leaflets 4000 leaflets £198.59.

10. Accounts & Finance

a) To approve the list of payments as drafted.

Date	Cheque Ref	Payee Name	Amount Paid	Transaction Detail
20/08/26	Online payment	APS Construction Services Ltd	£2,482.50	Cleaning contract
20/08/26	Online payment	T Clarke Contracting Ltd	£1,320.00	Annual alarms, emergency lighting & CCTV maintenance contracts
20/08/26	Online payment	EDF Energy	£ 91.66	Guildhall electric
20/08/26	Online payment	EDF Energy	£ 173.18	Car park lighting
20/08/26	Online payment	Source for business	£ 86.82	Public toilets - water
20/08/26	Card payment	William Hackett Chain Products Ltd	£ 818.56	Cable way parts & swing seats
		Total	£4,972.72	

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.

11. Lostwithiel Community Centre – to consider the following in relation to the Heads of Terms:

- The revisions put forward by the Community Centre's Solicitor
- The recommendations from the Council's Surveyor & Solicitor
- To agree a response to Lostwithiel Community Centre/Community Centre Solicitor.

12. Lostwithiel Community Centre – to consider the correspondence received in relating to the preparation of a schedule of dilapidations including the fee quotation of £2,795 plus VAT.

J Berryman

Councillor John Berryman

Mayor of Lostwithiel

20 August 2026