



Lostwithiel Town Council Meeting Tuesday 04 August 2026

Cornwall Councillor Report

None

Meeting Minutes

A Meeting of Lostwithiel Town Council was held in Lostwithiel Guildhall on Tuesday 04 August 2026 at 6.30pm.

Councillors Present

Deputy Mayor Rawlings, Councillor Anders, Councillor Ankowski, Councillor Ashwin, Councillor Guiterman, Councillor Henderson, Councillor Lindsay-Gale, Councillor McClarin, Councillor Nineham, Councillor Prior-Richards, Councillor Santo-Warner & Councillor Surgey.

In attendance

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

102/26 Apologies of Absence

Apologies were received and accepted from Mayor Berryman, Councillor A Eastham-Thomas, Councillor B Eastham-Thomas and Councillor Lowe.

Councillor Ankowski advised that he would arrive late to the meeting. Councillor Guiterman having given his apologies for the meeting arrived during Public Participation.

103/26 Declarations of interest

Deputy Mayor Rawlings declared a non-registerable interest in Planning Application PA26/05043.

Councillor Anders declared a non-registerable interest in Planning Application PA26/05253.

104/26 Public Participation

The Council was addressed regarding planning applications PA26/04479 & PA26/05043, the proposed 20mph Cornwall Council scheme for Lostwithiel and Second Island.

Councillors Guiterman & Ankowski joined the meeting

105/26 Meeting Minutes 21 July 2026

It was **resolved** that the minutes of the Council Meeting held on 21 July 2026 are accepted, approved and duly signed by Deputy Mayor Rawlings.

Proposer: Cllr Ankowski

Seconder: Cllr Surgey

Vote – 11 votes in favour, 1 abstentions

106/26 Mayor's Report

None.

107/26 Councillor Reports

Deputy Mayor Rawlings thanked Lostwithiel Carnival Committee and Lostwithiel Rotary for Carnival week.

Councillor Henderson advised that she represented the Council at the recent site visit regarding Footpath 30 at Poldew Farm and advised Council that the Planning Inspectorate decision would be received in due course.

Councillor Guiterman advised that he attended the Extraordinary CALC meeting, which was quorate enabling the proposed changes to be adopted.

Councillor Guiterman further advised that he considered the Town Council's gazebo on Charity day as part of Carnival week was well received and made a positive impact.

108/26 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.

It was **resolved** to support this application and the Cornwall Council Tree Officer comments that works should be restricted to a crown lift over the road to achieve a height of 3.5m with pruning cuts limited to 50mm in diameter.

Proposer: Cllr Nineham

Second: Deputy Mayor Rawlings

Vote – 12 votes in favour.

PA26/04479

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

It was **resolved** not to object to this application providing that the Planning Officer is satisfied that the properties are suitable for holiday accommodation in January & February and that the properties will continue to be used for holiday cottage purposes only.

Proposer: Cllr Guiterman

Second: Cllr Surgey

Vote – 12 votes in favour.

PA26/04732

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

It was **resolved** to have no objection to this proposal.

Proposer: Cllr Surgey

Second: Cllr McClarin

Vote – 12 votes in favour.

Deputy Mayor Rawlings having previously declared a non-registerable interest in Planning Application PA26/05043 left the meeting room.

It was **resolved** that Councillor Henderson chair the next planning application.

Proposer: Cllr Prior-Richards

Second: Cllr Guiterman

Vote – 11 votes in favour.

PA26/05043

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

It was **resolved** to have no objection to this planning application.

Proposer: Cllr Guiterman

Second: Cllr Nineham

Vote – 11 votes in favour.

Deputy Mayor Rawlings rejoined the meeting and resumed as Chair.

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).

This application for works to trees in a Conservation Area was noted by Council.

Councillor Anders declared a non-registerable interest in the next planning application and left the meeting room.

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.

This application for works to trees in a Conservation Area was noted by Council.

Councillor Anders rejoined the meeting.

109/26 Cornwall Council Countywide 20mph speed limit Phase 5 – St Blazey, Fowey & Lostwithiel

It was **resolved** to respond to Cornwall Council, thanking them for their detailed response to the Town Council's pre-consultation comments and the rationale provided in respect of the suggested amendments. However, having carefully considered the response, the Council remains of the view that the amendments

set out in its original pre-consultation submission should be retained as its formal consultation comments. Namely:-

- That the reduction in speed on the A390 (approaching Lostwithiel from the St Austell direction) be introduced further up the hill to improve safety at the Tanhouse Lane and South Street junctions, noting poor visibility, difficult bends, steep gradient and increased downhill stopping distances.
- That a 20mph limit be introduced along the A390 between Duke Street and the Community Centre due to pedestrian activity and the presence of bus stops.
- That the existing 30mph limit on the A390 be extended back to the Second Island gate and the skatepark stile to improve pedestrian safety.
- That the speed limit on Castle Hill be extended beyond the Gilbury estate entrance due to the absence of pavements and vehicle speeds on the downhill section.
- That the existing 30mph limit on Bodmin Hill be retained, with a transition to 20mph introduced near the entrance to Knights Court to support bridleway and footpath users.

The Town Council considers that this position reflects the concerns and aspirations expressed by the local community and the Council therefore respectfully requests that these comments are given full further consideration as part of the determination of the proposed traffic scheme.

Proposer: Cllr Nineham

Seconded: Deputy Mayor Rawlings

Vote – 12 votes in favour

110/26 Cornwall Council Planning Validation Guide consultation -- to consider the draft document and to agree Lostwithiel Town Council's response.

It was **resolved** to instruct the Town Clerk to draft a response on behalf of Lostwithiel Town Council to the Cornwall Council Planning Validation Guide consultation.

Proposer: Deputy Mayor Rawlings

Seconded: Cllr Henderson

Vote – 12 votes in favour.

111/26 Cornwall Council Van Dweller survey – to agree a response to the form received

The response to the van dwellers survey was completed during consideration of this agenda item and it was **resolved** to submit these answers as Lostwithiel Town Council's response to the survey. The clerk was further instructed to include in the 'free text' that maintenance of signage that restricts overnight parking in some areas, for example Quay Street would be welcomed.

Proposer: Cllr Henderson

Seconded: Cllr Prior-Richards

Vote – 12 votes in favour.

112/26 Cornwall Council Lostwithiel Local Plan workshop – to agree the list of suggested stakeholders to be invited to the meeting.

It was **resolved** to agree that the prioritised list, finalised in the meeting, should be submitted to Cornwall Council.

Proposer: Cllr Anders

Seconded: Cllr McClarin

Vote – 12 votes in favour.

113/26 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**

It was **resolved** to support the Duchy of Cornwall's Forest management and the FSC standard being used. The Council would prefer more deciduous rather than conifer planting and wishes to encourage the further development of more woodland pasture.

Proposer: Cllr Guiterman

Seconded: Cllr Surgey

Vote – 12 votes in favour.

114/26 Cott Road Bus Stop

It was **resolved** to instruct the Clerk to reply as follows to the questions regarding the cost estimate:-

- If it would make delivery of the construction project more straightforward the Council would be content for Cormac to purchase the shelters particularly as the Town Council could only have them delivered to site. The Council hopes to apply to Cornwall Council's grant scheme for some help with costs.

- The preferred shelter design remains the Heritage Bus Shelter with staggered entry.
- The Council would like both shelters on the west side of the road, slightly north of where currently indicated on the map provided, to align with the bus stop. The rationale for both shelters being on the same side of the road is to accommodate school children waiting for the school bus.
- No preferred location for the cycle rack
- No electrical connection for the bus shelters

Proposer: Cllr Henderson

Seconded: Cllr Surgey

Vote – 11 votes in favour, 1 against.

115/26 Lostwithiel's Emergency Plan

It was **resolved** to instruct the Clerk to send the initial draft to the Council's insurers for comment and liaise with Community Flood Forum for advice. The Council considered that the Emergency Plan should also cover a rail incident, a procedure to open up spaces to keep people warm and a protocol for wild fires. When this information has been collated then the working party consisting of :-

Deputy Mayor Rawlings and Councillors Ashwin, Henderson, Nineham & Prior-Richards would meet with the Town Clerk to draft a revised document.

Proposer: Deputy Mayor Rawlings

Seconded: Cllr Nineham

Vote – 12 votes in favour.

116/26 Castle Hill Allotments

It was **resolved** to instruct the Clerk to ask the Community Fire Station if they could refill the rainwater harvesting.

Proposer: Cllr McClarin

Seconded: Cllr Ankowski

Vote – 12 votes in favour.

117/26 Parade Water Butt

It was **resolved** to not install a water butt on the Parade under the Army Cadet building downpipe.

Proposer: Cllr Henderson

Seconded: Cllr Guiterman

Vote – 10 votes in favour, 1 against, 1 abstention

118/26 Lostwithiel Town Council Policies

Data Protection, Retention and Compliance Policy

It was **resolved** to approve the policy as drafted.

Proposer: Cllr Henderson

Seconded: Cllr McClarin

Vote – 10 votes in favour, 1 against, 1 abstention

Disciplinary Policy, Grievance Policy & Lone working policy

It was **resolved** to instruct the Clerk to:-

- amend the Lone Working Policy to include a specific section addressing lone-working arrangements within the library.
- to seek advice from the Council's HR Consultant regarding the appropriate consultation and/or negotiation requirements in relation to the proposed adoption of the Disciplinary, Grievance & Lone working policies and
- obtain quotations from Cornwall Council and suitable commercial providers for lone-working telephone services for consideration by Council.

Proposer: Deputy Mayor Rawlings

Seconded: Cllr Henderson

Vote – 12 votes in favour

120/26 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	Signage
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	£1,500.00	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	

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

Proposer: Cllr Ankowski

Seconded: Cllr Nineham

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 Henderson

Seconded: Cllr Ankowski

Vote – 12 votes in favour

The meeting closed at 8.50pm

Chairman

Date