

LOSTWITHIEL TOWN COUNCIL MEETING

A meeting of the Town Council was held in the Guildhall on Tuesday 2 September 2014 at 7pm.

Councillors present

Deputy Mayor May,
Councillor Abbiss, Councillor Gillett,
Councillor Hughes, Councillor Jewels,
Councillor Mrs Parsons, Honoured Burgess Peareth,
Councillor Robson, Councillor Mrs Ross,
Councillor Royle & Councillor Watkins

In attendance

Town Clerk Mrs Harris

Six members of the public were in attendance

In the absence of Mayor Mrs Jarrett the meeting was chaired by Deputy Mayor May.

340/14 PUBLIC PARTICIPATION

The Council was addressed by a representative of Lost in Play regarding the group's Biffa application for the redevelopment of the King George V play area.

341/14 APOLOGIES

Apologies for absence were received and accepted from the following Councillors:-
Mayor Mrs Jarrett, Councillor Brewer, Councillor Hensman, Honoured Burgess Jones & Councillor Mrs Wilkinson.

342/14 DECLARATIONS OF INTEREST

Deputy Mayor May declared a non-registerable interest in agenda item 28 Accounts and Finance.
Councillor Hughes, Councillor Jewels and Councillor Watkins declared registerable interests in agenda item 21 Lostwithiel Business Group.

Councillor Watkins declared a non-registerable interest in agenda item 22 CHICKS – Global Adventure Challenges.

Councillor Robson declared a registerable interest in agenda item 24 Bodmin Hill.

Councillor Gillett declared a registerable interest in agenda item 27 Newsletter.

343/13 COMMUNITY POLICE REPORT

PCSO Natalie Philips's emailed August crime report was read to the Council by Deputy Mayor May. There were 7 reported crimes 1 other burglary, 3 other vehicle crime, 1 other theft and 2 criminal damage crimes.

344/14 CORNWALL COUNCILLOR REPORT

Cornwall Councillor Bay advised that August has been a quiet month for Cornwall Council.
Cornwall Councillor Bay expressed her dissatisfaction with the lack of response from Cornwall Council regarding the public toilets and advised that she will be discussing the issue with Cornwall Council Portfolio Holder Edwina Hannaford on Thursday.

345/14 MINUTES – 5 August 2014

The minutes of the meeting of the 5 August 2014 were accepted, approved and duly signed by

Deputy Mayor May. Proposed Councillor Mrs Ross seconded Councillor Royle. This proposal received the support of the Council

346/14 FS&GP COMMITTEE MINUTES – 8 July 2014

The minutes of the Finance, Staffing and General Purposes Committee meeting held on the 8 July 2014 were accepted by Council. Proposer Councillor Jewels seconder Councillor Robson. This proposal received the support of the Council.

347/14 LAND & PARKS COMMITTEE MINUTES – 30 July 2014

The minutes of the Land & Parks Committee meetings held on 30 July 2014 were accepted by Council. Proposer Councillor Mrs Parsons seconder Councillor Gillett. This proposal received the support of the Council.

348/14 OPENNESS & TRANSPARENCY REGULATIONS 2014

The new Regulations were noted by Council.

349/14 CORNWALL COUNCIL LEISURE RESOURCES STRATEGY

It was proposed by Councillor Robson and seconded by Councillor Royle that the clerk is instructed to submit to Cornwall Council the responses to the survey as agreed. This proposal received the support of the Council.

Deputy Mayor May read to Council the extract from an email from Cornwall Councillor Adam Paynter Partnerships Portfolio Holder passed to him by Cornwall Councillor Bay.

‘Within the consultation documents www.cornwall.gov.uk/leisure-and-culture/leisure-resoucrs-strategy there is a reference in the options that 3 centres (Bodmin, Newquay and Launceston) have playing pitches aligned to them if the were to be closed then that would be contrary to the playing pitch strategy. It does not talk about closing any centres. The contract with Tempus is until March 2017 so nothing will happen until after that time. The only chance of a centre closing before that time is if there is a major failure which we could not afford to fix within the budget we have available.

Please correct any rumours you may hear.....’

350/14 COMMITTEE TERMS OF REFERENCE

It was proposed by Councillor Jewels and seconded by Councillor Hughes that Lostwithiel Town Council accepts the recommendation of the Finance, Staffing & General Purposes Committee and adopts the revised Committee Terms of Reference. This proposal received the support of the Council.

351/14 STAFFING COMMITTEE

It was proposed by Councillor Mrs Parsons and seconded by Councillor Abbiss that Councillor Mrs Ross is appointed to the Staffing Committee. This proposal received the support of the Council.
Cornwall Councillor Bay left the meeting.

352/14 FINANCIAL REGULATIONS

It was proposed by Honoured Burgess Peareth and seconded by Councillor Jewels that Lostwithiel Town Council adopts the April 2014 National Association of Local Councils Financial Regulations with the following options:-

3.2 insert October

5.2 deletion of all reference to committee/finance committee

- 5.5 deletion of finance committee
- 6.3 deletion of ‘or duly delegated Committee
- 6.4 insertion of three members deletion of and countersigned by the Clerk.
- 6.6 deletion of or Finance Committee
- 6.7 amendment of 2 to 3
- 6.17 amended version to read ‘ hard copy authority for change signed by the Clerk and a Member’
- 6.19 deletion of finance committee and relevant committee (twice)
- 6.22 deletion of whole paragraph
- 7.3 deletion of relevant committee
- 11.1g insertion of Council’s relevant Standing Order number

353/14 ENVIRONMENT POLICY

It was proposed by Councillor Gillett and seconded by Councillor Mrs Parsons that Lostwithiel Town Council accepts the recommendation from the Land & Parks Committee and adopts the Environment Policy as drafted. This proposal received the support of the Council.

354/14 EXTERNAL AUDIT

The clerk read to Council the External Auditor Report

‘On the basis of our review, in our opinion the information in the annual return is in accordance with proper practices and no matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.

Other matters not affecting our opinion which we wish to draw to the attention of Lostwithiel Town Council for the year ended 31 March 2014.

Fixed Asset Register

The Town Council does not regularly maintain a register of all its assets. A formal register of the assets should be maintained and updated regularly.

Councillor Watkins advised the Council that both Councillor Robson and Councillor Watkins have been working on updating the Fixed Asset register and that it should be completed over the next two months.

It was proposed by Councillor Mrs Parsons and seconded by Honoured Burgess Peareth that the External Auditors Report is accepted by Council. This proposal received the support of the Council.

355/14 COMMONWEALTH DAY

It was proposed by Councillor Robson and seconded by Honoured Burgess Peareth that Lostwithiel Town Council participates in ‘Fly a flag for the Commonwealth’ and that a 5ft by 3ft flag is purchased at a cost of £6 including postage and packing. This proposal received the support of the Council.

356/14 SOUTH WEST PENINSULA ROADS & RAIL

It was proposed by Councillor Jewels and seconded by Councillor Mrs Ross that Councillor Hughes drafts a response on behalf of Lostwithiel Town Council which is to be circulated to all members by the clerk prior to submission. This proposal received the support of the Council.

357/14 PUBLIC TOILETS

Council discussed the exchange of emails between Cornwall Council and Lostwithiel Town Council regarding the toilets. It was proposed by Honoured Burgess Peareth and seconded by Councillor Robson that Lostwithiel Town Council accepts Cornwall Councillor Bay’s offer to speak with Cornwall Council

Portfolio Holder Edwina Hannaford on Thursday and that the clerk is instructed to provide details of the exchange of correspondence to local MP Sheryll Murray.

358/14 LOST IN PLAY

Council considered the exchange of emails between Lost in Play and Lostwithiel Town Council regarding the BIFFA grant application.

Project costs as follows:-

Total project cost for KGV		£90,918.37
BIFFA grant £41,326.53 (minus £4,591.84 which is 10% of gross amount £45,918.37)		£41,326.53
Third party contribution (local organisation has been approached – awaiting decision)		£ 4,591.84
Lost in Play secured to date	Town Council	£32,500.00
	Others	2,700.00
Shortfall which needs to be underwritten for Biffa application		£ 9,800.00

The clerk reminded Council that the total Play Areas budget is £50,000 and advised that along with the King George V commitment of £32,500 the Council has £5,000 committed to the Skate park project and £5,000 committed to the Coulson Park project. The clerk also highlighted that a further commitment of £9,800 would leave the Council with no Play Area contingency funding available for the construction of the skate park or the redevelopment of the Coulson Park play area later this year and that the Council would have commitments in excess of the budget figure.

It was proposed by Councillor Mrs Ross and seconded by Councillor Jewels that the meeting is suspended to allow further comment from the representatives of Lost in Play. This proposal received the support of the Council.

The Council received comments from the representatives.

It was proposed by Honoured Burgess Peareth and seconded by Councillor Jewels that the Council meeting is reconvened. This proposal received the support of the Council.

It was proposed by Councillor Hughes and seconded by Councillor Watkins that Lostwithiel Town Council provides written confirmation to Lost in Play for the purposes of the Biffa application to state that the Council will underwrite the project shortfall to a value of £9,800. The clerk was further instructed to request a written assurance from Lost in Play that it will continue to raise funds towards the current project shortfall. This proposal received the support of the Council.

359/14 LOSTWITHIEL COMMUNITY CENTRE

The Council considered the request from the Trustees of the Community Association to meet with representatives of the Council. It was proposed by Councillor Jewels and seconded by Councillor Gillett that the clerk is instructed to invite the Trustees to the October full Council meeting to address the Council. This proposal received the support of the Council.

360/14 LOSTWITHIEL BUSINESS GROUP

Councillor Hughes, Councillor Jewels & Councillor Royle having previously declared registerable interests left the meeting room.

It was proposed by Honoured Burgess Peareth and seconded by Councillor Mrs Parsons that the Council agrees to the request to use the Parade for a Christmas Market during Dickensian evening. This proposal received the support of the Council.

It was further proposed by Councillor Mrs Ross and seconded by Councillor Robson that the Council asks for updated risk assessments. This proposal also received the support of the Council.

Councillors Hughes, Jewels & Royle rejoined the meeting.

361/14 CHICKS- GLOBAL ADVENTURE CHALLENGES

Councillor Watkins having previously declared a non-registerable interest left the meeting room.

It was proposed by Councillor Jewels and seconded by Councillor Royle that permission is granted to CHICKS – Global Adventure Challenges to use King George V playing field as a water stop for their event

to be held on Sunday 14 September from 10am to 4pm and that the fee for the use of the field is waived. This proposal received the support of the Council.
Councillor Watkins rejoined the meeting.

362/14 KING GEORGE V MOLES

The clerk advised the Council that only one price has been received for £35 per hour and Councillor Watkins advised that one treatment would take approximately 3 hours. It was proposed by Councillor Gillett and seconded by Councillor Watkins that the Council accepts the price of circa £105 to treat the moles. This proposal received the support of the Council.

363/14 BODMIN HILL PARKING - ADDISON TERRACE & DUKE STREET

Councillor Robson having previously declared a registerable interest addressed the meeting and then left the meeting room.

It was proposed by Councillor Jewels and seconded by Councillor Watkins that the clerk is instructed to contact Cornwall Council to ask them to enforce the current parking restrictions and to ask if they would please liaise with their colleagues in the Emergency Services regarding the restricted access to the area due to irresponsible parking. This proposal received the support of the Council.

Councillor Robson rejoined the meeting and agreed to allow his letter to be forwarded to Cornwall Council Highways.

363/14 TOWN CAR PARKS

It was proposed by Councillor Watkins and seconded by Councillor Mrs Parsons that an honesty box system for voluntary car park contributions is a very good idea and that the proposal should be investigated further by the Council's Finance and Property Committee. This proposal received the support of the Council.

364/14 QUAY CAR PARK

It was proposed by Councillor Jewels and seconded by Councillor Gillett that the issue of persons leaving their cars in this car park whilst they go on holiday could be alleviated by the use of signs or a notice in the monthly newsletter and should be considered further by the Council's Finance & Property Committee.

365/14 NEWSLETTER

The clerk was instructed to defer this agenda item to next month's meeting.

366/14 ACCOUNTS & FINANCE

Deputy Mayor May having previously declared a non registerable interest left the meeting room.

It was proposed by Councillor Hughes and seconded by Councillor Watkins that this agenda item is chaired by Councillor Jewels.

It was proposed by Councillor Mrs Ross and seconded by Honoured Burgess Peareth that the payments presented totalling £13089.46 are authorised for payment. This proposal received the support of the Council.

Deputy Mayor May re-joined the meeting and resumed chairmanship.

367/14 HIGHWAYS

The clerk was instructed to report the following issues to Cornwall Council Highways:-

The Bank at the bottom of Bodmin Hill needs to have the weeds removed and be repointed.

A number of the drainage channels on the hills coming down into Lostwithiel are blocked with stones Couchwell Lane just below where it meets Victoria overgrown trees are blocking the street lamp & there are 2 deep potholes which throw vehicles towards the wall.

The clerk was also instructed to write to Highways to request written confirmation that all the issues highlighted over the last 12 month period have received attention/inspection.

368/14` TO RECEIVE REPORTS FROM OUTSIDE BODIES

Councillor Robson advised the meeting that he attended the appeal meeting regarding the two wind turbines at St Sampson.

Councillor Mrs Parsons advised that she had attended a Lost in Play meeting which discussed the Biffa application.

369/14 CORRESPONDENCE

Lostwithiel Rotary

Letter of thanks regarding new King George V entrance gate

Councillor Robson advised the Council that he had received very positive comments regarding the current maintenance of the Cemetery.

Deputy Mayor May advised that the Deputy Mayor and the Deputy Mayoress attended Mr Mike Dobbie's retirement evening last Friday.

370/14 NOTICES

None

371/14 ITEMS FOR NEXT AGENDA

Newsletter

The meeting closed at 9.15pm

Chairman

Date