



Lostwithiel Town Council

A meeting of the Town Council was held at the Church Rooms Lostwithiel on Tuesday 20 September 2016 at 7pm.

Public Participation

The Council was addressed regarding the Monmouth Hotel.

Cornwall Councillor Report

Cornwall Councillor Mrs Jenkinson sent her apologies to the meeting.

Community Police Report

Mayor Gillett read the emailed crime report which advised there were 9 crimes reported for August 2016 – one violence without injury, one shoplifting, four other theft, and three criminal damage crimes.

Meeting minutes

Councillors present

Mayor Gillett, Deputy Mayor Mrs Jarrett,
Councillor Abbiss, Councillor Guiterman,
Councillor Hensman, Councillor Hughes
Councillor Jewels, Councillor May,
Councillor Mrs Parsons, Honoured Burgess Peareth,
Councillor Robson & Councillor Watkins.

In attendance

Town clerk Mrs Harris

One member of the public was in attendance.

192/16 APOLOGIES FOR ABSENCE

Apologies for absence were received and accepted from the following Councillors:-

Councillor Mrs Henderson, Honoured Burgess Jones, Councillor Mrs Ross & Councillor Mrs Wilkinson.

193/16 DECLARATIONS OF INTEREST

Councillor Guiterman declared a pecuniary interest in agenda item 25 Accounts & Finance.

194/16 MINUTES MEETING 16 AUGUST 2016

It was **resolved** that the minutes of the meeting of 16 August 2016 are accepted, approved and duly signed by Mayor Gillett.

195/16 STAFFING COMMITTEE MINUTES 9 AUGUST 2016

It was **resolved** that the minutes of the meeting of Staffing Committee meeting of 9 August 2016 are accepted and all resolutions and recommendations therein are accepted, approved and adopted by Council.

196/16 LOSTWITHIEL TOWN COUNCIL – COMMUNITY RESILIENCE

(i) Neighbourhood Development Plan

a) Steering Group Terms of Reference – clarification of the term ‘main document’

It was **resolved** not to amend the wording of Appendix 1 Item 3.

Councillor Hensman joined the meeting.

b) Draft consultation papers and display material

It was **resolved** to instruct the clerk to word a disclaimer for the three consultation questionnaires to clarify that whilst the Town Council wishes to collate views in many instances it does not have the power to facilitate.

It was **resolved** not to use the ‘What is a Neighbourhood Plan?’ text and to re-use existing display material.

c) Settlement Boundary

It was **resolved** to approve the proposed Settlement Boundary for consultation as drafted.

(ii) Flood Plan

a) Flood Warden Training

Honoured Burgess Peareth’s report was noted by Council.

b) ‘Proposed Flood Test events’

It was **resolved** to approve the hire of the Scout Hut on Monday 24 October and for a November date yet to be confirmed for Flood Test events for the new Flood Wardens.

197/16 PLANNING DECISIONS

PA16/04705

Saffron Meadow , Pill Farm Access to Saffron Meadow
Conversion and extensions to provide annexe accommodation -
Approved

PA16/05138

Saffron Meadow, Pill Farm Access to Saffron Meadow
Construction of workshop/store
Approved

PA16/05930

Land west of 12A Cott Road, Cott Road, Lostwithiel
Outline Planning Permission with some matters reserved for the construction of a new dwelling with an integral garage at road level
Approved

PA16/06351

Treverbyn, 5 South Street, Lostwithiel
Single storey rear extension
Approved

198/16 PLANNING APPLICATIONS

a)

PA16/07717

16 Brunel Quays, Great Western Village Lostwithiel
Listed Building Consent to remove 12 no existing conservation profile roof lights and replace with new units to match existing.

It was resolved to support this application and to suggest that the applicant may wish to consider replacing the roof lights with tinted glass roof lights to reduce the level of light emitted at night.

- PA16/07820 31 Grenville Road Lostwithiel
Works to a tree subject to a Tree Preservation Order. Crown reduction and crown lifting of copper beech.
*It was **resolved** not to support this application in line with the recommendations of Cornwall Council's Tree Officer.*
- PA16/08011 Byways, 15 Bodmin Hill, Lostwithiel
Works to a tree covered by a Tree Preservation Order namely 30% crown reduction of one copper beech tree because of excessive shading.
*It was **resolved** to instruct the clerk to advise Cornwall Council that the Town Council considers that insufficient information has been available by the applicant to allow the Council to consider the application*

b) None

199/16 PLAY AREA INSPECTIONS

It was **resolved** to note the reports received and to refurbish and relocate the skate park bench which has been subject to persistent vandalism at a maximum cost of £100.
Deputy Mayor Mrs Jarrett offered to contact the donator of the bench to explain why it needs to be moved.

200/16 LISTED BUILDING PROJECT

It was **resolved** not to spend any money on the refurbishment of the staircase or the essential works to the second floor prior to the study on the future of the building having been completed.
It was **resolved** to instruct the clerk to notify the insurance company when the contractors have vacated the buildings.

201/16 CORNWALL COUNCIL CONSULTATION – CONTROLS ON THE FREE DISTRIBUTION OF PRINTED MATTER (FLYERING)

It was **resolved** not to formulate a response to this consultation.

202/16 ENVIRONMENT AGENCY – KING GEORGE V AND PARADE WALL WORKS

It was **resolved** to agree to the proposed works being undertaken and to instruct the clerk to remind the Environment Agency that both areas of proposed works are within the Lostwithiel Conservation area.

203/16 LAND REGISTRY

It was **resolved** to note the receipt from the Land Registry of the plan for Title number CL102675 which now excludes the porch of 4 Quay Street.

204/16 WESTERN POWER – WORKS IN COULSON PARK

It was **resolved** to agree to the proposed works to the three trees being undertaken and to instruct the clerk to advise Western Power's contractors that the lime tree is within the Lostwithiel Conservation area.

205/16 COULSON PARK TREES

It was **resolved** to accept the price of £320 plus VAT submitted by K Hill & Partners to fell the two trees in Coulson Park.

206/16 KING GEORGE V PLAY AREA

It was **resolved** to instruct the clerk to arrange for a professional tree surgeon to visit the tree and to provide a recommendation for the management of the tree and a report on the cause of the die back.

207/16 LOSTWITHIEL LIBRARY

It was **resolved** to approve the display material as illustrated on the display boards.

208/16 LOSTWITHIEL COMMUNITY CENTRE UPDATE

It was **resolved** by Council to note the content of the Community Centre's report dated 18 September 2016.

209/16 ST AUSTELL BAY RESILIENT REGENERATION PROJECT

It was **resolved** to accept the Environment Agency's offer to meet with the Council to discuss the project proposals.

210/16 ST BLAZEY, FOWEY & LOSTWITHIEL COMMUNITY NETWORK PANEL MEETING
19 September 2016

A Council representative did not attend this meeting.

211/16 BT PHONE BOXES PL22 0NJ & PL22 0EP

It was **resolved** that Lostwithiel Town Council objects to the proposed removal of the phone box at Cott Road. This area of town has a large concentration of more elderly residents who may be less familiar with mobile phones and may need to use this phone box in an emergency.

212/16 HIGHWAYS

Councillor Jewels's report was noted by Council and his offer to continue to collate Highways issues was gratefully accepted.

213/16 ACCOUNTS SOFTWARE

It was **resolved** to approve the recommendation from the Staffing Committee to purchase Council specific accounts software at an initial cost of £799.50 plus VAT and an annual licence fee of £113 plus VAT.

214/16 COMPUTER NETWORK

It was **resolved** to approve the recommendations of the Staffing Committee to purchase one new computer as agreed under minute reference 374/15 at the revised specification and uplift in costs of £40.

It was further **resolved** to instruct the clerk to ask Clarity Copiers to dispose of the old printer.

215/16 NEW OFFICE

It was **resolved** to formally change the address of Lostwithiel Town Council to Taprell House and to request that the Post Office redirects all mail for 12 month period and buy a new post box to be installed on the metal gates.

216/16 ACCOUNTS & FINANCE

Councillor Guiterman having previously declared a pecuniary interest left the meeting room.

It was **resolved** that cheques 100541 – 100556 totalling £8317.00 and a Direct Debit to British Telecom for £170.34 (itemised bill circulated) are authorised for payment.

Councillor Guiterman rejoined the meeting.

217/16 CORRESPONDENCE

Cornwall Council

New blue badge scheme
 Communities & Devolution Newsletter – July 2016
 Cornwall & Devon Electoral Review
 Community Network Meeting 19 September 2016
 Local Development Strategies – now available for comment
 Licensing Act 2003 – Review
 Housing equality objectives survey
 Planning for the St Austell Bay Resilient Regeneration Project
 Draft for comment
 Road closures
 Carbes Lane Lostwithiel 31 August (07.30-18.00)
 Grenville Road 30 August – 9 September (24 hours)
 Edgcumbe Road, Queen Street & Liddicoat Road
 31 October – 11 November 2016 (19.00-07.00)
 Summer Street 13 October (07.30-18.00)
 Communities & Devolution Newsletter August 2016
 Code of Conduct Training
 Get Active Challenge
 Governance Review External Group Report
 Growth hub on the road
 Sexual health strategy consultation
 Special Bulletin Electoral Review Panel puts forward proposal
 for future size of Cornwall Council
 Neighbourhood Planning Update – September 2016
 Communities & Devolution Fifth Planning Newsletter
 Community Network Meeting 17 October 2016
 Weekly updates 4-12
 Vacancies on Planning Partnership
 Open Meeting 6 October 7-9pm
 Devon & Cornwall Flood Action Group Workshop
 AGM & Conference
 Management meetings – Matters for the attention of the Risk
 Management Authorities
 Summer 2016 newsletter and training programme
 August Bulletin
 Board recruitment
 Request for volunteers
 Smart Warmth grants
 Request for a donation
 Reply to complaint
 Tesco bags of Help
 St Erth update
 Reply to letter
 Thank you for Sing along the River

Cornwall Association of Local Councils

Cornwall Community Flood Forum

CCPFA

CSP

Cinnamon Trust

Community Energy Plus

Cruse Bereavement Care

Devon & Cornwall Police

Groundwork South

GWR

Lloyds Bank

Lost in Song

National Flood Forum

Survey

Request for Trustees

September bulletin

National Grid

Stakeholder updates

NHS Kernow

Your Health Voice – Issue 1

PCDT

July e-bulletin

August e-bulletin

Power to change & DCLG

Bright ideas fund

St Petroc Society

Annual Meeting invitation

Residents

Coulson Park trees – Dark Lane entrance

DNA sampling of dog mess

Anonymous shopkeeper

Drug dealing

218/16 NOTICES

None

219/16 ITEMS FOR NEXT AGENDA

Quay Street car park – new markings

Tesco bag fund – drainage King George V playing field

Community Bright Ideas fund

The meeting closed at 9.30pm

Chairman

Date