



Lostwithiel Town Council

A meeting of the Town Council was held at the Church Rooms Lostwithiel on Tuesday 4 October 2016 at 7pm.

Public Participation
None.

Cornwall Councillor Report

Cornwall Councillor Mrs Jenkinson addressed the Council regarding the problems experienced regarding arranging a meeting with a representative of the Post Office and the two forthcoming Community Network Meetings on 17 October & 14 November.

Community Police Report

Mayor Gillett read the emailed crime report which advised there were 5 crimes reported for September 2016 – one violence without injury, three criminal damage crimes and one public order offence.

Meeting minutes

Councillors present

Mayor Gillett, Deputy Mayor Mrs Jarrett,
Councillor Guiterman, Councillor Mrs Henderson,
Councillor Hensman, Councillor Hughes,
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.

220/16 APOLOGIES FOR ABSENCE

Apologies for absence were received and accepted from the following Councillors:-
Councillor Abbiss, Councillor Jewels, Honoured Burgess Jones, Councillor Mrs Ross &
Councillor Mrs Wilkinson.

221/16 DECLARATIONS OF INTEREST

Councillor Hughes declared a pecuniary interest in agenda item 7 Cornwall Council Consultation - Hackney Carriage & Private Hire Driver Policy Review.

222/16 MINUTES MEETING 20 SEPTEMBER 2016

It was **resolved** that the minutes of the meeting of 20 September 2016 are accepted, approved and duly signed by Mayor Gillett.

223/16 LOSTWITHIEL TOWN COUNCIL – COMMUNITY RESILIENCE

(i) Neighbourhood Development Plan

a) Appointment of new Steering Group member

It was **resolved** to approve the recommendation from the Neighbourhood Plan Steering Group to approve Mr C Jones as a member of the Steering Group

b) Steering Group Decisions & Actions notes 26 July 2016 & 23 August 2016

The clerk advised Council that having received a copy of the Decisions & Actions notes dated 26 July 2016 she attended the Steering Group meeting held on 23 August 2016 to explain to Steering Group members that the appointment of consultants to assist with the Neighbourhood Plan would be undertaken by tender by the Town Council. The clerk also asked if it would be possible for the decisions & Actions to record the names of the Steering Group members attending the meetings.

It was **resolved** to note the Neighbourhood Plan Steering Group Decisions & Actions dated the 26 July & 23 August and to note the clerk's comments.

224/16 PLANNING DECISIONS

- PA16/00601 Land North of Rose Hill Lostwithiel
Construction of 26 dwellings comprising open market housing and affordable housing to include access road and associated works.
Approved
- PA16/02695 Bodardle Bodmin Hill Lostwithiel
Conversion and extension of barn to form dwelling, conversion of barns to form two dwellings and erection of live work unit.
Approved
- PA16/05387 Little Penquite, Lostwithiel
Erect propriety glasshouse with low brick plinth walls.
Approved
- PA16/05401 The Old Mill, Mill Hill, Lostwithiel
Application to subdivide The Mill into two dwellings
Approved
- PA16/05980 8 Coffee lake Meadow Lostwithiel
Works to trees subject to a tree preservation order
Approved

225/16 PLANNING APPLICATIONS

a)

- PA16/08069 The Moor House, The Moors, Lostwithiel
Replacement and extension of external decking area maintaining previous decking height of approx. 600mm.
It was resolved to support this application.

b) None

226/16 CORNWALL COUNCIL CONSULTATION – HACKNEY CARRIAGE & PRIVATE HIRE DRIVER POLICY REVIEW

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

It was **resolved** not to formulate a response to this consultation.
Councillor Hughes rejoined the meeting.

227/16 CORNWALL COUNCIL CONSULTATION – PUBLIC SEXUAL HEALTH STRATEGY
2016-2021

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

228/16 CORNWALL COUNCIL – LOCAL DEVOLUTION FUND

It was **resolved** to note Cornwall Council's approval of the Council's application for £5,000 to support the devolution of the Cattle Market car park and the Cott Road recycling area and the terms and conditions of the Local Devolution Fund Grant.

229/16 PLAY AREA INSPECTIONS

None received.

230/16 LISTED BUILDING PROJECT

- (i) It was **resolved** to note that responsibility for both buildings will be handed back to the Town Council on 31 October 2016.
- (ii) It was **resolved** to note the snagging list prepared by Scott & Co.
- (iii) It was **resolved** that the notes of the meeting held with Jon Ramage from Scott & Co on 27 September 2016 are noted by Council.
- (iv) It was **resolved** to accept the recommendation of Scott & Co that practical completion is agreed as at 31 October with 5% retention.
- (v) It was **resolved** not to instruct the replastering of the Edgcumbe House right hand office first floor chimney wall.
- (vi) It was **resolved** to note the recommendations from Scott & Co that due to the high moisture levels the Guildhall wall is not replastered for a further 12 month period.
It was further **resolved** to advise Lostwithiel Museum Trustees of this latest recommendation and to advise that the Museum may wish to consider using the office room as a long term storage area. All items would be stored on the understanding that the Town Council does not accept any liability for loss or damage and that the wall must be allowed to dry out naturally so the use of heaters and dehumidifiers in the storage room will not be permitted. Access to the area would be on a long term storage basis only and subject to risk assessments.
- (vii) It was **resolved** to instruct the clerk to arrange for heaters in both Edgcumbe House stairwell and the Guildhall (chamber only) to be used for a maximum of two hours per day.

231/16 EDGCUMBE HOUSE WORKING PARTY GRANT APPLICATIONS

The Council was advised that whilst two grant applications have been successful, the grant application for Heritage Lottery funding has been declined.

It was **resolved** to increase the Council's contribution to the project from £500 to £5,800 to cover the project shortfall.

232/16 FIRE REPORT RECOMMENDATIONS

The Fire Officer's report regarding Taprell House received following the Fire Officer's visit on 23 August was read to Council. It was **resolved** to instruct the clerk to obtain costs for all the recommendations.

The Fire Officer's letter regarding the Museum received following the Fire officer's visit on 23 August was read to Council. It was **resolved** to instruct the clerk to forward a copy of the letter to Lostwithiel Museum.

233/16 REMEMBRANCE SUNDAY PROFORMAS

It was **resolved** to approve the proformas for the Church, the Royal British Legion, the War Memorial Remembrance Service, the Church Seating Plan and the Town Council subject to two minor order amendments.

Councillor Mrs Parsons was thanked by Council for preparing these documents.

234/16 REMEMBRANCE SUNDAY 2016 PARADE

It was **resolved** that for the 2016 Remembrance Parade the Council will join the Parade at the beginning at the Drill Hall and that the Parade instead of walking to the top of North Street will turn left into Church Lane and into the Church. After the War Memorial Remembrance Service the Parade will again turn left into Church Lane and not proceed to the top of North Street and the Town Council will leave the Parade at Church Lane.

It was suggested that Mayor Gillett may wish to consider using his column in the Lostwithiel newsletter to advise Lostwithiel residents of this change prior to Remembrance Sunday.

235/16 CASTLE HILL CEMETERY – REPAIRS TO KERBED GRAVES

It was resolved to instruct the clerk to advise the applicant that in accordance with paragraph 5.3 of Lostwithiel Town Council's Castle Hill Cemetery Cemetery Policy and Operating Procedures *'The Owner of a memorial is responsible for its maintenance and repairs'.....*

236/16 KING GEORGE V PLAYING FIELD – ENVIRONMENT AGENCY REQUEST TO PRUNE LOWER LIMBS OF TREES ON FLOOD BANK

It was **resolved** to allow the Environment Agency to prune the lower limbs of the trees touching the bank and the limbs shading out the light which are inhibiting grass growth subject to the Environment Agency obtaining the necessary Conservation area consents from Cornwall Council.

237/16 A390 WALKWAY

It was **resolved** that Councillors May and Watkins help to draw up a tender pack for the kick board and structural repairs.

238/16 TOILET CLEANING

Councillor Hughes advised the meeting that he had been advised that Fowey, Tywardreath and Par Councils may be interested in a combined toilet cleaning contract.

It was **resolved** to accept Deputy Mayor Mrs Jarrett's offer to approach all local Council's regarding a combined contract at the next Community Network Meeting to be held on Monday 19 October.

239/16 YELLOW LINES & PARKING ENFORCEMENT

Councillor Hughes advised Council of the content of his recent discussion with a Parking Enforcement Officer. It was **resolved** to again ask Cornwall Council to reinstate the yellow lines around the town as soon as possible.

240/16 LOSTWITHIEL PAGEANT

It was **resolved** to award £100 of Section 137 monies to the organiser of Lostwithiel Pageant to assist with Pageant running costs.

241/16 KING GEORGE V MOLES

It was **resolved** to approve the cost of £180 to eradicate the moles on the field and bank.

242/16 COULSON PARK TREE STUMPS

It was **resolved** to approve the cost of £375 to grind out 5 tree stumps at Coulson Park and to ask for the epicormic growth on three trees to be removed at the same time at a cost of £120.

243/16 NEW OFFICE PHONE/BROADBAND SOCKET & CABLES

It was **resolved** to approve the cost of £99.91 plus VAT to move the phone/broadband socket in Taprell House and to provide various extension cables and cable tower.

244/16 TESCO BAG FUND

It was **resolved** to approach the Environment Agency to ascertain if they would be agreeable to the piping of the leat in the King George V playing field from the double gate entrance to the old bridge. It is considered that if this is permitted it will improve the safety and overall area aesthetics.

245/16 COMMUNITY BRIGHT IDEAS FUND

It was **resolved** to accept Councillor Robson's offer to obtain an application form.

246/16 ACCOUNTS & FINANCE

It was **resolved** that cheques 100557 – 100562 totalling £3361.13 are authorised for payment.

247/16 CORRESPONDENCE

It was **resolved** to instruct the clerk to contact Cornwall Councillor B Jenkinson and Community Link Officer Tasha Davis regarding the site adjoining the A390 at the Penknight turning as the Council has received reports which allege that trees have been felled blocking the A390, vehicles are being broken down for parts adjacent to the highway and that a new block wall is being erected.

248/16 NOTICES

None

249/16 ITEMS FOR NEXT AGENDA

Feedback from meeting with Great Western Railway

The meeting closed at 9.05pm

Chairman

Date