



## *Lostwithiel Town Council*

A meeting of the Town Council was held at the Church Rooms Lostwithiel on Tuesday 6 December 2016 at 7pm.

### Public Participation

None

### Cornwall Councillor report

Cornwall Councillor Mrs Jenkinson advised the meeting that she has spoken to Post Office representatives to ask that arrangements for a temporary Post Office service are put in place as soon as possible.

Cornwall Councillor Mrs Jenkinson also updated Council on Network Rail's Level Crossing proposals and asked Council if it transpires that Planning Application PA16/09705 receives Planning Officer support does Lostwithiel Town Council wish the application to be taken to Committee. Council decided that it would like the application taken to Committee.

### Community Police report

Mayor Gillett read the emailed crime report which advised there were 3 crimes reported in November 2016 – one violence without injury, one shoplifting and one criminal damage.

### Meeting minutes

#### Councillors present

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

#### In attendance

Town clerk Mrs Harris

No members of the public were in attendance

#### 319/16 APOLOGIES FOR ABSENCE

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

#### 320/16 DECLARATIONS OF INTEREST

Honoured Burgess Peareth declared a pecuniary interest & Councillor Watkins declared non-registerable interests in Planning Application PA6/10501 Land at the rear of 15-19 Summer Street & 15 The Moors Lostwithiel.

Deputy Mayor Mrs Jarrett and Councillor May declared pecuniary interests in agenda item 16 Accounts & Finance.

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321/16 MINUTES MEETING 29 NOVEMBER 2016

It was **resolved** that the minutes of 29 November 2016 are accepted, approved and duly signed by Mayor Gillett.

322/16 STAFFING COMMITTEE MINUTES 13 SEPTEMBER & 11 OCTOBER 2016

It was **resolved** that the Staffing Committee minutes of 13 September & 11 October 2016 are accepted and all resolutions and recommendations therein are accepted, approved and adopted by Council.

323/16 LOSTWITHIEL COMMUNITY RESILIENCE

Neighbourhood Development Plan

(i) a) It was **resolved** to note the Neighbourhood Plan Steering Group minutes dated 25 October 2016.

b) It was **resolved** that the following amendments are made to the documents: -

Community & Recreation narrative first sentence – ‘The strength of Lostwithiel lies in its sense of community which is expressed in a vibrant.....’

Community & Recreation narrative Education and culture section paragraph 3 first sentence - ‘The library provides an essential focus not only for the borrowing of books but also for adult book groups. Many children also use the library space.’

Community & Recreation narrative Education and culture section deletion of the last paragraph

Community & Recreation narrative Sport and leisure deletion from the first paragraph of the words ‘provided from local donations and volunteer support’ and amendment of ‘football pitch’ to ‘recreational area’ and deletion of last paragraph and replacement with ‘Lostwithiel has a wide range of youth groups’

Questionnaire headers amended to read questionnaire and not consultation and the start of the header on each questionnaire to read A big thank you to everyone who responded to the first \_\_\_\_\_ survey. The Steering Group would now like to assess the ideas received. Some of the ideas/suggestions have not been included in this questionnaire because they cannot be achieved however desirable .....

Community & Recreation questionnaire CIL question wording to be amended to agree with the Planning Practice Guidance.

Environment narrative – sentence beginning ‘Second Island is to be planted.... across the meadow’ to be deleted. Next paragraph second line insert the word Council. Third paragraph from the end to be amended to read .....’land side of the Moor. There is a potential for obtaining protection as a Local Nature Reserve once issues of public access have been established.

It was decided that as a matter of courtesy the Council should approach the Duchy of Cornwall prior to the question Retain and enhance Second Island Park as a natural open space with public access.

Heritage narrative inclusion of a paragraph to be drafted by Councillor Mrs Parsons regarding Lostwithiel’s Stannary heritage.

Heritage questionnaire deletion of the policy area question Develop Edgcombe House .....

c) The resignation of Mayor Gillett from the Neighbourhood Plan Steering Group was noted by Council.

324/16 PLANNING DECISIONS

- PA16/07839 Penhaligons Newsagent 23 Fore Street Lostwithiel  
Installation of an external roller shutter security system to the front door - *Approved*
- PA16/07840 Penhaligons Newsagent 23 Fore Street Lostwithiel  
Listed Building Consent for the installation of an external roller shutter security system to the front door - *Approved*
- PA16/08631 Restormel Estate Office Access to Restormel Manor Lostwithiel  
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- PA16/08632 Rebuilding of former summer house including extension to create a holiday let along with replanting the walled garden. (this application relates to Crown land) - *Approved*  
Restormel Estate Office Access to Restormel Manor Lostwithiel  
Listed Building Consent to rebuild former summer house including extension to create a holiday let along with replanting the walled garden. (this application relates to Crown land) - *Approved*
- PA16/08882 Lostwithiel County Primary School Bodmin Hill  
Demolition of an existing timber framed Elliot building which is structurally unsound and replacement with a new timber framed building with cedar cladding. - *Approved*
- PA16/09172 Byways 15 Bodmin Hill Lostwithiel  
Works to a tree covered by a TPO crown reduction of a copper beech to a proposed diameter of 12m. – *Refused*
- PA16/09239 Chy An Rudhak Tanhouse Road Lostwithiel  
Notification of proposed works to trees in a conservation area. Felling of beech – *Decided not to make a Tree Preservation Order*
- PA16/09417 3 Field Close Lostwithiel  
Notification of proposed works to trees in a conservation area – Felling of 8 trees - *Decided not to make a Tree Preservation Order*
- PA16/10050 16 Barn Park Lostwithiel  
The removal of existing concrete steps and concrete wall and excavation of part front garden and existing paved area to make way for an off-road parking bay and construction of a front porch. A cross over and drop kerb to be installed to the pavement for access to the proposed parking space – *Approved*
- PA16/10366 King Georges Field Pleyber Christ Way Lostwithiel  
Notification of proposed works to trees in a conservation area - crown lifting of fifteen trees and felling one leylandii -. *Decided not to make a Tree Preservation Order*

325/16 PLANNING APPLICATIONS

Honoured Burgess Peareth and Councillor Watkins having previously declared interests in this application left the meeting room.

- a) PA16/10501 Land at the rear of 15-19 Summer Street & 15 The Moors Lostwithiel  
Removal of an Ash tree within the Conservation Area.

It was **resolved** that Lostwithiel Town Council supports whatever Cornwall Council Tree Officer's recommends in relation to this application.

Honoured Burgess Peareth and Councillor Watkins re-joined the meeting.

- PA16/10708 Byways 15 Bodmin Hill Lostwithiel  
One copper beech tree – requesting a crown raising exercise to remove minor branch work to gain a clearance of up to 4.5 metres above ground level due to excessive shading.  
It was **resolved** to support Cornwall Council Tree Officer's recommendation on this application.

- b) None

326/16 CORNWALL PLANNING PARTNERSHIP PLANNING PROTOCOLS

- a) It was **resolved** to adopt the Town & Parish Councils in Cornwall – a model approach to pre-application discussions as drafted.
- b) It was **resolved** to delete the first point, in the ‘Local Council will’ section, relating to publishing information on the Town Council’s website from the document and adopt the remainder of the document as drafted.
- c) It was decided that all information for inclusion in this document should be supplied to the Town clerk by midday on Wednesday 14 December and that the document should then be considered at the Council meeting to be held on 20 December.

327/16 PLAY AREA INSPECTIONS

The play area inspections were noted by Council and it was **resolved** that the clerk was instructed to order a replacement sign for King George V playing field and asked to contact the grass cutting contractor in respect to the comments regarding the Pendour play area hedge.

328/16 LLOYDS BANK

It was **resolved** that the clerk is instructed to write a letter to Lloyds Bank, the local Member of Parliament and the Prime Minister to express the Council’s disappointment at the closure of Lloyds Bank particularly when the Council wrote to Lloyds earlier in the year highlighting the imminent closure of the Post Office.

329/16 QUAY STREET & CATTLE MARKET CAR PARKS

It was **resolved** that the clerk is instructed to draw up a tender for tarmac patching, white lining and yellow hatching of the two car parks.

330/16 LISTED BUILDINGS

It was **resolved** that the clerk is instructed to notify both the Council’s insurers and the Council’s Fire Officer that the Town Council’s listed buildings have open voids.

331/16 CORNWALL COUNCIL TRANSPORT SURVEY

Councillor Hughes advised the meeting that he has seen a draft version of the report and hopes that the full report will be available for the next Council meeting.

332/16 RAILWAY REPORT

Councillor Hughes’s verbal report was noted by Council and the clerk was instructed to make consideration of the letter of support an agenda item for the next Council meeting.

333/16 EDGCUMBE HOUSE WORKING PARTY

- a) The clerk advised Council that she has received verbal confirmation from Cornwall Heritage Trust that their monies are still available and that an email has also been sent to AHF to check if their monies are still available.
- b) It was resolved that the clerk is authorised to sign the AHF grant acceptance form if confirmation that these monies are still available.

334/16 ACCOUNTS & FINANCE

Deputy Mayor Mrs Jarrett & Councillor May having previously declared pecuniary interests in this agenda item left the meeting room.

It was **resolved** to pay Councillor May £4.99 for the padlock for the Cemetery although Councillor May was unable to provide a receipt.

It was further **resolved** that cheques 100591 – 100605 totalling £8436.89 plus the Direct Debit to British Telecom for £142.15 are authorised for payment.

Deputy Mayor Mrs Jarrett and Councillor May re-joined the meeting.

335/16 CORRESPONDENCE

Cornwall Council

Town Parking Review  
Empowering Communities Event  
Community Network Panel Meeting 14 November 2016  
Cornwall Minerals Safeguarding Development Plan Document  
Pre-submission consultation (November 2016) (Regulation 19  
consultation)  
Communities & Devolution Newsletter – Message from  
Julian German  
Road closure intention Church Lane Lostwithiel  
20-21 December 2016  
Neighbourhood Planning November e bulletin  
St Austell to A30 link briefing  
Cornwall Pension Fund – Employers meeting  
2017 Off-Street Parking Orders (2017 Orders) public  
consultation  
Sustainability & Transformation Plan Shaping the future of  
health and care services  
Cornwall Local Plan Adoption Notification – Regulation 26 of  
the Town & Country Planning (Local Planning) (England)  
Regulations  
Winter Wellbeing booklet  
Roundup 17-21  
Cornwall Planning Partnership Planning Protocols  
BBC South West Inside Out programme on Surface Water  
Flooding  
Notice of AGM  
November bulletin  
Confirmation that services in this area are not included in the  
projects to be deferred.  
Notification of car parking increases  
Notification of closure of Bodmin branch  
November bulletin  
Indian Queens – Landulph overhead power line refurbishment  
Upgrade Plan for renewal of Lostwithiel Level Crossing  
October 16 Bulletin  
2017 First Aid training courses

CALC

Cornwall Community Flood Forum

CPFA

CSP

Great Western Railway

HSBC

National Flood Forum

National Grid

Network Rail

PCDT

South West Ambulance Service

The clerk advised Council that Royal Mail have contacted the office to advise that they wish to set up a parcel collection point in the Cattle Market car park from 21 December – 3 January from 10am – 2pm

excluding Sundays. It was resolved to cone off the area adjacent to the Lostwithiel Childrens Clinic for the Post Office vehicle.

336/16 NOTICES

Thursday 8 December 10am meeting with South West Water

Thursday 15 December 10am meeting with Cornwall Council regarding the library

337/16 ITEMS FOR NEXT AGENDA

None

The meeting closed at 8.30pm

Chairman

Date