



**Lostwithiel Town Council
Tuesday 3 April 2018**

Public Participation

The Council was addressed regarding ownership of Pleyber Christ road and dogs on King George V playing field.

Community Police Report

None

Cornwall Councillor Report

Cornwall Councillor Martin sent his apologies to the meeting.

Meeting Minutes

A meeting of the Town Council was held in the Church Rooms Lostwithiel on Tuesday 4 April 2018 at 7pm.

Councillors Present

Mayor Jarrett, Deputy Mayor Hughes
Councillor Anders, Councillor Beedell
Councillor Guiterman, Councillor Hatton,
Councillor Henderson, Councillor Hendicott,
Councillor Jarrett, Councillor Lindley,
Councillor Risner, Councillor Ross &

Councillor Sweeney

In attendance

Four members of the public were in attendance

Town Clerk Mrs Harris was in attendance

297/17 Apologies of Absence

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

Councillor Clarke, Councillor Duffin and Councillor Hensman

298/17 Declarations of Interest

Councillor Sweeney declared a non-registerable interest in agenda item 10 The Parade outdoor stage proposal.

Councillors Anders, Guiterman and Sweeney declared non-registerable interests in agenda 14 Lostfest.

299/17 Minutes 20 March 2018

It was **resolved** that the minutes dated 20 March are accepted, approved and duly signed by Mayor Jarrett.

300/17 Lostwithiel Town Council Community Resilience

(i) Neighbourhood Development Plan

a) Councillor Guiterman reported that the Neighbourhood Plan Consultation event held on 24 March 2018 was attended by approximately 50 people.

301/17 Planning Decisions

PA18/00029 Duchy of Cornwall

Nursey road from Grey Mare Farm to Cott Road

Kitchen extension -

Approved

PA18/00151 Land South West of 1 Cott Villas, Cott Road
Outline Planning permission with all matters reserved: Construction of a dwelling
Approved

PA18/00648 Lostwithiel Golf & Country Club, Cott Road
Non-material amendment (no.4) for Amendments to approved elevations by the insertion of additional door and window openings to (PA15/02672).
Conversion and alterations to existing golf clubhouse to form four dwellings, including part demolition and erection of extensions
Approved

PA18/01291 St Winnow C of E School Grenville Road
Listed Building Consent Replacement of roof coverings and associated works.
Approved

302/17 Planning Applications

a) None

303/17 Play area inspections

The reports dated 19 March were noted by Council.

**304/17 Lostwithiel War Memorial, The Parade, Lostwithiel
Grade II listing**

It was noted by Council that the *'building known as Lostwithiel War Memorial, The Parade, Lostwithiel, Cornwall situated in Lostwithiel has on 20 March 2018 been included in a list of buildings of special architectural or historic interest approved by the Secretary of State*

for Culture, Media and Sport under section 1 of the Planning (Listed Buildings and Conservation Areas) Act 1990.'

305/17 Lostwithiel War Memorial grant application

It was **resolved** to authorise Councillor Henderson and the town clerk to work together to submit the grant application for the following works: -

repointing of the plinth,

digging out and replacement of loose mortar,

replacement of the rusty railings,

repair/replacement of cracked granite posts

and to erect a new entrance gate to ensure area remains a place of tranquillity.

It was noted that as the monument is now listed, Listed Building Consent will be required prior to any works taking place.

306/17 Parade Outdoor stage proposal – draft plans

It was decided to move this agenda item towards the end of the meeting agenda. (full minute under minute **315/17**)

307/17 Land & Heritage tree survey report

It was **resolved** to approve the recommendations in the report and to instruct the clerk to put all works timetabled within two years out for tender as soon as possible.

Councillor Hatton left the meeting.

308/17 Annual Budget

It was **resolved** to formally adopt this year's budget and to carry forward the following earmarked reserves:

Edgcumbe House Repairs & Maintenance	£100,000
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Solar Park monies	£ 30,000
Section 106	£ 25,047
Lost in Play (King George V play area)	£ 3,000
Replacement play equipment	£ 20,000
Community Benefit monies	£ 7,653
Devolution	£ 15,000
Toilets	£ 5,748
Neighbourhood Plan	£ 6,555
Cemetery extension	£ 17,500
Project retentions	£ 2,445
Desilting bridge	£ 3,000
River Fowey erosion	£ 3,000
Repairs to flood wall	£ 2,500
Snow & ice	£ 1,000
Car park tarmac	£ 20,000
Car park lining	£ 3,000
Office computer and furniture	£ 1,000
Flood training	£ 500
Floodsax	£ 950
Flood Plan grant	£ 500
Accounts software	£ 900
Cornwall Council	£ 1,128
General Repairs & Maintenance	£ 55,000
Traffic management (Road Traffic Orders)	£ 7,500
Taprell House	£ 40,000
Total	£ 372,926

309/17 Shire Hall Moor roadway

The exchange of correspondence was noted by Council.

310/17 Lostfest parking update

Councillor Guiterman addressed the meeting regarding the information obtained from Lostfest's insurance underwriters. Councillor Anders, Councillor Guiterman & Councillor Sweeney having previously declared non-registerable interests left the meeting room.

The clerk read to Council the email sent to Lostfest and the reply received regarding liability when parking on Town Council parks *'if Lostfest does something silly, it will be covered under the Business group's policy. However, if there is shown to be negligence on the part of the Town Council it would fall to the Council's insurance.'*

It was **resolved** not to allow use of the grass areas in Coulson Park for vehicle parking for Lostfest 2018. However, the clerk was asked to mention when contacting Lostfest that there is a designated parking area at the end of Coulson Park next to the children's play area which Lostfest may wish to use during the event.

Councillors Anders, Guiterman & Sweeney re-joined the meeting.

311/17 Edgcumbe House chimney & roof repairs

The clerk advised Council that in accordance with minute **283/17** Scott & Co were contacted regarding the water ingress around the chimney and the full roof repair to address the issues highlighted in the 2014 report.

Scott & Co will be visiting Lostwithiel on 10 April to prepare the specification for the full repair. They did not consider it appropriate to prepare a full specification for the chimney repair and suggested contacting a specialist roofing firm which they were prepared to recommend because of their extensive Listed Building experience.

It was **resolved** to approve expenditure of £1,200 plus Vat to erect a scaffold tower to fully investigate the chimney leak and report back.

It was further **resolved** to acknowledge that if all the lead needs to

be replaced around the chimney the cost will be £1,500 plus Vat and if mortar work is required, this will be an additional cost.

312/17 Accounts & Finance

It was **resolved** that cheques 100890 – 100896 totalling £16,401.63 are authorised for payment.

313/17 Correspondence

Cornwall Council	Road closure Queen Street, Liddicoat Road, Edgcumbe Road 26-29 March 7am -7pm Stakeholder Engagement Workshop Sugar Smart Cornwall
Cornwall & IOS LEP	Space Action plan launch
Great Western Railway	Partnership Railway Plan launched for the West
Lanlivery Parish Council Local Council	Lanlivery Parish Plan
Public Advisory Service	New review of Ethical Standards in Local Government
Coastline Housing	Coastline Housing Chronicles
Civic Voice	War Memorials News 6 & 22 March
Cornwall Sports Partnership	March 2018 Bulletin

314/17 Notices

None

315/17 Items for next agenda

Neighbourhood Plan consultation event 28 April 2018.

Communications working party

Council considered agenda item 10.

306/17 Parade Outdoor stage proposal – draft plans

It was **resolved** to suspend Standing Orders to allow Emma Mansfield to address the Council.

Emma addressed Council.

It was **resolved** to reconvene Standing Orders.

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

It was **resolved** to agree in principle to the draft plans for a semi-permanent infrastructure for the Parade Gardens and to instruct the clerk to submit Cornwall Council's Do I need planning permission, listed building or conservation area consent and/or Building Regulations permission? at a cost of £50 and to continue project liaison.

Councillor Sweeney re-joined the meeting.

The meeting closed at 9pm

Chairman

Date