



**Lostwithiel Town Council Meeting
will be held
on
Tuesday 07 May 2024
at
Lostwithiel Library at 7.15pm**

This meeting is open to the public and as such could be filmed or recorded by broadcasters, the media or members of the public. Please be aware that whilst every effort is taken to ensure that members of the public are not filmed, **the council cannot guarantee this**, especially if you are speaking or taking an active role. The council asks those recording proceedings not to edit the film or recording in a way that could lead to misinterpretation of the proceedings or infringe the core values of the council. This includes refraining from editing an image or views expressed in a way that may ridicule or show lack of respect towards those being filmed or recorded.

Lostwithiel Town Council has signed the Civility & Respect Pledge agreeing that it will treat all Councillors, the Clerk and all employees, members of the public, representatives of partner organisations and volunteers with civility and respect in their roles. All meetings will be managed with this pledge in mind.

Housekeeping – Attendees will be advised that any members of the public or press are allowed to take photographs, film and audio record the public sections of the meeting.

Members and Members of the Public are asked to set device ring tones/alerts to silent

- To receive the Cornwall Councillor Report

Meeting Agenda

1. Apologies – to receive and accept Apologies of Absence.
2. To receive from Council Members any Declarations of Interest, written requests for new DPI dispensations and declarations of any gifts or hospitality.

Members are invited to declare disclosable pecuniary interests and other (non-registerable) interests in items on the agenda as required by Lostwithiel Town Council's Code of Conduct for Members and by the Localism Act 2011

3. Public Participation - Time allowed for members of the public to address the Council on matters on the agenda – Maximum time allowed 15 minutes.

Planning Applications & discussions – 'Whilst Members may express an opinion for or against the proposed development plans at this meeting Members minds are not closed and they will only come to a conclusion on whether they should support the scheme or offer an objection after they have listened to the full debate.'

4. Planning applications-

a) **PA24/01050** Listed Building Consent for re-pointing works and improved capping of parapet wall.
Bandroom, Old Duchy Palace
Quay Street Lostwithiel

PA24/01513 Proposed extension to form a residential annexe (amended plans)
Downend Cottage Grenville Road
Lostwithiel

PA24/01762

Proposed erection of a detached dwelling and the formation of a vehicular access
Land West Of 14 Victoria
Lostwithiel
PL22 0AX

PA24/01805

A new water treatment process plant building and associated works, without complying with conditions 2, 3 and 4 of decision PA22/10795 dated 05/04/2023
Land At Restormel Water Treatment Works
Lostwithiel PL22 0HN

PA24/02756

Erection of new overhead lines
1 The Uplands
Lostwithiel Cornwall PL22 0DU

b)

PA24/01112

Demolition of the existing 42-bedroom care home and the construction of new 36-unit close care apartment building and a new 77-bedroom care home to replace existing
Cornwallis Care Services Ltd
Meadowbrook House
52 renville Road
Lostwithiel

- to consider approval of the response as drafted following the Extraordinary Meeting held on 16 April 2024.

c) To consider any planning applications received since the publication of the agenda.

5. D-Day 80th Anniversary Commemorations Thursday 06 June – to receive an update from the working party regarding Lostwithiel’s commemoration arrangements.
6. Cornwall Association of Local Councils – to consider approval of renewing the Council’s annual membership at a cost of £924.29 plus VAT.
7. Institute of Cemetery and Crematorium Management – to consider approval of renewing the Council’s annual membership at a cost of £100 (zero rated for VAT)
8. Cormac Burial Service level agreement – to review the correspondence received and to decide if the Town Council wishes to continue for 2024/25.
9. Lostwithiel Cemetery – to consider the further correspondence received in response to the Council declining the request received to have a colour football club logo on a headstone and to consider the revised request for the football club logo to be in gold leaf.
10. Fowey Estuary juvenile fish sampling from Shirehall Moor – to consider the request received.
11. Lostwithiel Town Team – to consider the grant application received for £1,800 plus VAT for a new website.
12. Lostwithiel Rotary – to consider the request received to use the inner room at the public toilets as a store for items used for the Annual Carnival, Beer Festival & other Rotary events.
13. Guildhall noticeboard – to agree to purchase a new noticeboard selected from the alternatives researched by the Council office.

14. Second Island stone prices – to consider the prices received to repair two damaged stones (one on the walkway & the second stone close to the Restormel Road pedestrian entrance.

15. Maintenance Contract – to consider the report received and delegate the authority to the Town Clerk to oversee the schedule approved at the meeting.

16. Lostwithiel Community Centre – to consider approval of the schedule of payments received against cheque number 200104 issued on 07 March 2024.

17. Accounts & Finance

a) To approve payment of the monthly cheques, bank standing orders & direct debits.

| Date | Cheque Ref | Payee Name | Amount Paid | Transaction Detail |
|----------|----------------|-------------------------------------|-------------|--|
| 07/05/24 | BACS | Ruth Stead | £10.67 | Allotment refund |
| 07/05/24 | DD | Biffa | £62.88 | Cemetery bin |
| 07/05/24 | Online payment | Coastal Construction (Cornwall) Ltd | £14,409.14 | Edgcumbe House repairs |
| 07/05/24 | Online payment | Clarity Copiers Ltd | £111.22 | Copy charges |
| 07/05/24 | Online payment | Cornwall ALC Limited | £1072.51 | Annual membership |
| 07/05/24 | Online payment | DCS Pest Control (Cornwall) Limited | £120.00 | King Geroge V pest control 17/12/23 – 17/06/24 |
| 07/05/24 | Online payment | EDF Energy | £125.80 | Electric |
| 07/05/24 | Online payment | K Hill & Partners Ltd | £86.40 | King George V football pitch cut |
| 07/05/24 | Online payment | ICCM | £100.00 | Annual membership |

| | | | | |
|----------|--|------------------------------|------------|--|
| 07/05/24 | Online payment | Npower | £71.21 | Electric |
| 07/05/24 | Online payment | Rialtas | £922.80 | Annual support Omega & Cemetery |
| 07/05/24 | Online payment | SLCC | £36.00 | Staff online training course fee |
| 07/05/24 | Online payment | Source for Business | £111.74 | Public toilet & Edgumbe House water charges |
| 07/05/24 | 300001 | Lostwithiel Community Centre | £1,250.00 | Fifth monthly payment see minute 180/23 |
| 07/05/24 | Online payments and 1 x Standing Order | Salary related expenses | £7,422.64 | Salary related expenses |
| 07/05/24 | Online payment | SWPSI Limited | £119.99 | Play area inspection charges |
| 07/05/24 | Online payment | Westernweb | £342.00 | Renewal of lostwithielplan domain and upgrading of underlying coding |
| 07/05/24 | Direct Debit | Zen | £34.80 | Phone and braodband |
| | | Total | £26,409.80 | |

Under the Public Bodies (Admissions to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.

18. Gym tenders – to consider the tenders received and to appoint a contractor.
19. Staff salaries – to formally agree to the payment of staff monthly salaries on 5th monthly by Bank Standing Order.
20. Tozers – to consider approval of the estimated fees for drafting the Museum lease.

S Harris

Mrs S Harris

Town Clerk

30 April 2024