



**Lostwithiel Town Council
Annual Meeting
Tuesday 07 May 2024**

Meeting Minutes

The Annual Meeting of the Town Council was held in Lostwithiel Library on Tuesday 07 May 2024 at 7pm.

Councillors Present

Mayor Henderson, Deputy Mayor Guiterman
Councillor Anders, Councillor Berryman,
Councillor Dixon, Councillor Kent,
Councillor Rawlings, Councillor Ross,
Councillor Saundry, Councillor Townsend & Councillor Wisdom

In attendance

Seven members of the public were in attendance.
Town Clerk Mrs Harris was in attendance
Acting Assistant Town Clerk Miss Groves was in attendance

001/24 Election of Mayor

Mayor Henderson invited nominations for the position of Mayor.
It was **resolved** that Councillor Karin Henderson is elected Mayor for the Civic Year 2024/25. Votes in favour 10.

Mayor Karin Henderson signed the Declaration of Acceptance of Office of Mayor which was witnessed and signed by the Town Clerk.

002/24 Election of Deputy Mayor

Mayor Henderson invited nominations for the position of Deputy Mayor. It was **resolved** that Councillor David Guiterman is elected Deputy Mayor for the Civic Year 2024/25.

Deputy Mayor David Guiterman signed the Declaration of Acceptance of Office of Deputy Mayor which was witnessed and signed by the Town Clerk. Votes in favour 10.

003/24 Apologies of Absence.

Councillor Guy, Councillor Henderson, Councillor Pearce & Councillor Tipton

004/24 Declarations of Interest

None

005/24 Public Participation

None

006/24 Minutes 16 April 2024

It was **resolved** that the minutes dated 16 April 2024 are accepted, approved and duly signed by Mayor Henderson.

Votes 9 in favour, 2 abstentions.

007/24 Staffing Committee Terms of Reference

It was **resolved** to amend the Staffing Committee Terms of Reference to maintain the Committee membership at 6 Council members and the quorum as 3. Votes 11 in favour.

It was further **resolved** to appoint the following Councillors to the Committee:-

Deputy Mayor Guiterman, Councillor Anders, Councillor Berryman, Councillor Rawlings, Councillor Ross & Councillor Saundry.

Votes 11 in favour.

008/24 Neighbourhood Plan Review Steering Group

It was **resolved** to appoint the following Councillors and members of the public to serve on the Neighbourhood Plan Review Steering Group:-

Amanda Barrass, Councillor John Berryman, Chris Hoddinott, Karen Lindley, Cornwall Councillor Colin Martin, Councillor Chris Pearce, Peter Santo Warner, Martin Surgey, Franco Szczepaniak and Richard Trant.

Votes 10 in favour.

009/24 Community Capacity Fund Project Advisory Committee

It was **resolved** to approve the Terms of Reference as drafted and to appoint Council Members and members of the public to serve on the Committee:- Deputy Mayor Guiterman, Michelle Nineham, Sarah Preece & Julie Tamblin

Vote – 10 in favour.

010/24 Standing Orders & Financial Regulations

It was **resolved** to approve the use of the current combined version dated May 24 without amendment.

Vote – 10 in favour.

011/24 General Power of Competence

It was noted by Council that it remains no longer eligible to use the General Power of Competence.

012/24 Town Mayors Allowance

It was **resolved** that the Mayor's Allowance for the Civic Year 2024/25 is set at £1,000 as per the 2024/25 agreed budget.

Vote 10 in favour.

013/24 Flood Co-ordinators & Flood Wardens

It was **resolved** to appoint the following Council members as Flood Plan Co-ordinators:

Mayor Henderson, Councillor Ross, Councillor Rawlings, Councillor Townsend and Councillor Wisdom

and to appoint as Flood Wardens:

Annie Page, Andy Page, Richard Rule, Jamie Croft, Mark Wilkinson, Julie Wilkinson, Mick Townsend, Suzannah Sherwood, S Merchant, Jo Cox, Mark Cox, Julie Garvin and Pauline Hutchings.

Votes 10 in favour.

014/24 Cornwall Council Community Network Area.

It was **resolved** to appoint Councillor Berryman to represent Lostwithiel Town Council at the Cornwall Council Community Network Area meetings.

Vote – 10 in favour, 1 Abstention.

015/24 Fowey Harbour Port Users Group

It was **resolved** to appoint Deputy Mayor Guiterman to attend the Fowey Harbour Port User Group's quarterly meetings.

Vote – 11 in favour.

016/24 Lostwithiel Environmental Action Forum (LEAF)

It was **resolved** to appoint Councillor Kent to represent Lostwithiel Town Council at Lostwithiel Environment Action Forum meetings.

Vote – 10 in favour.

017/24 Council's Fixed Asset Register Review

It was **resolved** to agree the inventory of land and other assets including buildings and office equipment as drafted.

Vote – 10 in favour.

018/24 Council's insurance policy

It was **resolved** to confirm the existing arrangements for insurance cover in respect of all insurable risks.

Vote – 10 in favour.

019/24 Council expenditure under S.137 of the LGA 1972

It was **resolved** to formally note the expenditure under this power:-
Cheque 102044 Royal British Legion £200.

Vote – 10 in favour.

020/24 Council Meeting dates

It was **resolved** to agree the list of meeting dates as below all starting at 7pm.

Tuesday 4 June 2024

Tuesday 2 July 2024,

Tuesday 6 August 2024,

Tuesday 3 September 2024,

Tuesday 1 October 2024,

Tuesday 5 November 2024,

Tuesday 3 December 2024

Tuesday 14 January 2025,

Tuesday 4 February 2025,

Tuesday 4 March 2025

Tuesday 1 April 2025

Vote – 10 in favour.

The meeting closed at 7.20pm

Chairman

Date