



## **Lostwithiel Town Council Meeting Tuesday 02 July 2024**

### **Cornwall Councillor Report**

Cornwall Councillor Martin advised the meeting that Cornwall Council's Planning Committee have taken the decision to refuse the Victoria planning application **PA24/01762**.

Cornwall Councillor Martin also expressed to Council the views of the Planning Officer dealing with the current Meadowbrook planning application and asked for a further copy of the Town Council's response to be forwarded to him.

### **Meeting Minutes**

A meeting of Lostwithiel Town Council was held in Lostwithiel Library on Tuesday 02 July 2024 at 7pm.

### **Councillors Present**

Mayor Henderson, Deputy Mayor Guiterman,  
Councillor Anders, Councillor Berryman,  
Councillor Dixon, Councillor Guy,  
Councillor Henderson, Councillor Pearce,  
Councillor Rawlings, Councillor Ross & Councillor Wisdom

### **In attendance**

Four members of the public was in attendance  
Town Clerk Mrs Harris was in attendance.

### **077/24 Apologies of Absence**

Apologies were received and accepted from Councillor Kent,

Councillor Tipton & Councillor Townsend.

**078/24    Declarations of Interest**

None

**079/24    Public Participation**

The Council was addressed by the Planning Agent for Planning application **PA24/03972** and by a member of the public regarding agenda item 10 Hire of Town Council Land – The Little Ice Cream Shop.

**080/24    Meeting Minutes 19 June 2024**

It was **resolved** that the minutes of the Extraordinary Meeting held on Wednesday 19 June 2024 are accepted, approved and duly signed by Mayor Henderson.

**Proposer:** Cllr Henderson    **Seconder:** Cllr Rawlings

Vote – 7 in favour, 4 abstentions.

**081/24    To note the Neighbourhood Plan Steering Group minutes dated 28 May 24.**

The Neighbourhood Plan Steering Group minutes dated 28 May 2024 were noted by Council.

**082/24    Lostwithiel Neighbourhood Plan review – Lostwithiel Character zone descriptions**

The Council noted the revised draft Character zone descriptions. It was also noted by Council that further photos are to be inserted into the document for zones 6 & 9 and that the Neighbourhood Plan Steering Group would like to formally note grateful thanks to Gill Parsons for her contributions. The Council suggested that perhaps in the ‘negative’ sections it could be suggested that it is incumbent on property owners within the Character Zones to keep the external appearance of their properties well maintained.

**083/24    Planning applications**

- a)    **PA24/03972**                      Part commenced replacement of existing bungalow with a new dwelling (new dwelling to be as per previously approved application PA23/03252)

An Kernyk Bodmin Hill Lostwithiel

It was **resolved** having received assurance from the Planning Agent for the property that the profile is as approved to support this application.

**Proposer:** Deputy Mayor Guiterman    **Seconder:** Cllr Berryman

Vote – 11 in favour

**PA24/04434**

Works to a tree in a conservation area, works include fell a large dead Eucalyptus tree

Rose Cottage 4 Carbes Lane Lostwithiel.

This application was noted by Council.

b) None

**084/24 Cornwall Council Highways damaged footway adj. former Royal Talbot Hotel**

It was **resolved** not to adopt the idea of strategically placed planters, but to thank Cornwall Council Highways for their suggestion.

**Proposer:** Cllr Guy    **Seconder:** Cllr Henderson

Vote – 11 In favour

**085/24 Cornwall Council Highways Bodmin Hill trees**

It was **resolved** to approve the works to the Bodmin Hill trees and to ask Highways if they require the works to be completed prior to the resurfacing works scheduled for the end of the month so that the trees do not impede their machines. If this is the case the clerk was instructed to further ask Highways to confirm if they wish to instruct Cormac and invoice the Town Council or if they would prefer the Council appoints their own contractor.

**Proposer:** Cllr Ross    **Seconder:** Cllr Berryman

Vote – 11 in favour

**086/24 Hire of Town Council Land**

In accordance with Standing Order 3f) further comments were taken from the applicant.

It was **resolved** to agree to the request received and to allow the Little Ice Cream Shop to hire a designated area of the Parade for a trial period until the end of September 2024 at a charge of £10 per day. Existing bookings

and any event bookings received for the Parade area will be given precedence and the agreement will be that tables and chairs can be placed on the area of the Parade identified in the application between the hours of 10am and 6pm daily. All furniture is to be removed from the Parade daily and set out again the following morning. All rubbish to be collected by the business owner and the seating not to be for the exclusive use of the Little Ice Cream shop customers.

**Proposer:** Deputy Mayor Guiterman    **Seconder:** Cllr Pearce

Vote – 9 In favour, 2 against.

### **087/24    Hire of Town Council Land**

It was **resolved** to agree to the request from Lostwithiel School PTA to hire a small area of the King George V playing field for a Big Bash Theatre Show on Friday 19 July between 2pm – 9pm. It was further **resolved** that in this instance the Charity hire fee should be waived.

**Proposer:** Cllr Berryman    **Seconder:** Mayor Henderson

Vote – 11 In favour

### **088/24    Maintenance Contract**

It was **resolved** to note that the monthly maintenance contract works this month are items rolled over from the June report and to delegate authority to the Town Clerk to oversee the works.

**Proposer:** Cllr Henderson    **Seconder:** Cllr Rawlings

Vote – 11 In favour

### **089/24    Allotments**

It was **resolved** to replace lever taps with spring loaded taps on the water harvesting system and not to refill the IBCs.

**Proposer:** Deputy Mayor Guiterman    **Seconder:** Cllr Berryman

Vote – 10 in favour, 1 abstention

### **090/24    Cemetery grass cutting**

It was **resolved** in order to mitigate further complaints to instruct the clerk to instruct the contractor to cut the Cemetery every three weeks until the end of October. The Council further **resolved** to review grass cutting arrangements prior to next season.

**Proposer:** Mayor Henderson    **Seconder:** Cllr Guy

Vote – 11 votes in favour.

**091/24 Second Island**

It was **resolved** to authorise the Council's contractor to try to eradicate the Hemlock water dropwort plant for circa 2metres from the perimeter of the adjacent landowners property using a combination of contractor expertise, regular cutting and some spraying.

**Proposer:** Mayor Henderson **Seconder:** Cllr Ross

Vote – 10 votes in favour, 1 against.

**092/24 Fowey Port Users Group Terms of Reference**

The information provided was noted by Council.

**093/24 Lostwithiel Cemetery**

It was **resolved** not to approve the request received to inter two further sets of ashes into a grave as this is not in accordance with the current Cemetery operating procedures.

**Proposer:** Cllr Pearce **Seconder:** Cllr Ross

Vote – 11 votes in favour.

**094/24 Lostwithiel Mayor Making 2024**

Mayor Henderson gave a brief update on arrangements for 16<sup>th</sup> July at 2pm at St Barts Church.

**095/24 Accounts & Finance**

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

Date	Cheque Ref	Payee Name	Amount Paid	Transaction Detail
02/07/24	Online payment	APS Construction Services Ltd	£5,926.18	Toilet cleaning second quarter charge & June maintenance labour, digger, plate & jet wash hire & materials
02/07/24	Online payment	A1 Tree & Grounds Ltd	£4,836.00	Grass cutting contract March-June

02/07/24	DD	Biffa	£78.60	Cemetery bin
02/07/24	Online payment	Clarity Copiers Ltd	£56.21	Copy charges
02/07/24	Online payment	Coastal Construction (Cornwall) Ltd	£20,283.00	Third stage payment supported by certificate 3 from Scott & Co
02/07/24	Online payment	Cornwall ALC Limited	£43.20	Staff e-learning & Code of Conduct training Cllr Pearce
02/07/24	Online payment	Cornwall Supplies Cleaning	£53.81	Toilet paper
02/07/24	Online payment	DCS Pest Control (Cornwall) Ltd	£60.00	Pest control KG V playing field
02/07/24	Online payment	Duchy Defibrillators	£228.00	Annual monitoring fee
02/07/24	Online payment	EDF Energy	£194.89	Electric
02/07/24	Online payment	Source for Business	£106.37	Water for public toilet
02/07/24	Online payments and 1 x Standing Order	Salary related expenses	£7,422.64	Salary related expenses
02/07/24	Online payment	SWPSI	£119.99	Monthly play area inspection fees
02/07/24	Online payment	Westernweb Ltd	£30.00	Renewal of domain for lostwithieltownteam
02/07/24	Direct Debit	Zen	£34.80	Phone and broadband
		Total	£39,437.69	

It was **resolved** to approve the revised payment list total £39,473.69.

**Proposer:** Cllr Ross    **Seconder:** Cllr Berryman

Vote – 11 in favour.

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.

**Proposer:** Cllr Ross    **Seconder:** Deputy Mayor Guiterman

Vote – 11 in favour.

**096/24    Heritage Buildings working party**

The report which included the text of the email from Cornwall Council's CLUP Facilitator received the consideration of Council.

It was **resolved** to issue the tender, also in order to expedite the process it was agreed to accept tenders by email and to instruct the clerk to forward all tenders received to Scott & Co for comment and recommendations prior to the 06 August Council Meeting.

**Proposer:** Cllr Rawlings    **Seconder:** Deputy Mayor Guiterman

Vote – 11 in favour.

The meeting closed 9.35pm

Chairman

Date