



**Lostwithiel Town Council Meeting
will be held
on
Tuesday 14 January 2025
at
Lostwithiel Library at 7pm**

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. To receive the minutes of the Extraordinary Council meeting held on 17 December 24 having previously been circulated and taken as read.
5. Mayor's Report – to receive a verbal update from the Mayor on any meetings attended and any future dates for the diary. For information only.
6. Councillor Reports – to receive reports/updates on any meetings attended by Members as representatives of the Town Council and future dates for the diary. For information only.

7. Planning applications-
a)

PA24/09168

Advertisement consent for : Fascia sign 1,
Hanging signs 1 & 2, Other signs 1-4, 2 x
lanterns, 4 x LED Trough Lights, 2 x LED Flood
Lights
Kings Arms Hotel Fore Street Lostwithiel

PA24/09315

Works to trees within a Conservation Area (TCA) T1 Willow – Pollarded to a height of 10feet. T2 – Syacamore Pollarded to a height of 12 feet.

Penrose House, Park Road, Lostwithiel

PA25/00052

Works to trees subject to a Tree Preservation Order (TPO) works include T2 – Douglas Fir – Fell to ground level and replace with Sessile Oak Standard. T3 Norway Spruce – Fell to ground level and replace with Sessile Oak Standard.

Gwel Gwartha Bodmin Hill Lostwithiel

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

8. Strengthening the Standards and Conduct Framework for Local Authorities in England – to consider if Lostwithiel Town Council wishes to formulate a response to this consultation.
9. Local Audit Reform – A Strategy for overhauling the Local Audit System in England – to consider if Lostwithiel Town Council wishes to formulate a response to this consultation.
10. Environmental Audit Committee on Flood Resilience Call for Evidence – to consider if Lostwithiel Town Council wishes to submit a response.
11. Marazion Town Council – to consider the correspondence received and to decide if Lostwithiel Town Council wishes to consider a motion similar to the motion specified in advance of 28 February 2025.
12. Poynton Bradbury – to consider the draft report provided and to consider instructing the clerk to ask Poynton Bradbury to attend the next Council meeting to answer questions on the report and to present options for taking the project forward. (Whilst in Lostwithiel to conduct a further engagement evening with project stakeholders.)

13. Cornwall Council devolution – to discuss further action this Council wishes to take to aid the devolution of the Cattle Market car park from Cornwall Council to Lostwithiel Town Council.
14. Edgcumbe House – to consider the report from the Council’s surveyor.
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. King George V Community Consultation – to review the consultation process and to agree how to take the project forward.
17. Council Policy Review – to review the following documents :-
 - Anti-Fraud, Bribery, Theft & Corruption Policy
 - Statement of Internal Control
 - Investment Strategy
 - Reserves Policy
 - Risk Management
18. Lostwithiel Town Council Finance & Accounts – to consider the first draft of the 2025-26 budget
19. National Joint Council for Local Government Services pay agreement applicable from 01 April 24 – 31 March 25 – to decide if Lostwithiel Town Council wishes to implement the revised pay scales and backdate implementation to 01 April for staff employed on the NJC LGS pay scales.
20. Accounts & Finance

a)To approve the list of BACS payments as drafted.

Date	Cheque Ref	Payee Name	Amount Paid	Transaction Detail
14/01/2025	Online payment	APS Construction Services Ltd	£3,780.30	Litter picking (3 rd quarter) Library cleaner

14/01/2025	Online payment	Biffa	£71.78	Cemetery bin
14/01/2025	Online payment	CALC	£36.00	Staff training
14/01/2025	Online payment	Clarity	£89.32	Copy charges
14/01/2025	Online payment	Cormac	£708.78	Cemetery charges
14/01/2025	Online payment	DCS Pest Control (Cornwall) Ltd	£65.00	Pest control King George V
14/01/2025	Online payment	EDF	£467.81	Electric
14/01/2025	Online payment	Npower	£70.11	Toilet electric
14/01/2025	Online payment	John Hurle & Sons Ltd	£330.00	MEWP hire for Parade lights
14/01/2025	Online payment	Poynton Bradbury Architects	£2,400.00	Stage payment
14/01/2025	Online payments and 1 x Standing Order	Salary related expenses	£7,422.64	Salary related expenses
14/01/2025	Online payment	Source for Business	£25.45	Public toilet water charges
14/01/2025	Online payment	SSE energy	£30.15	Guildhall office electric
14/01/2025	Online payment	SW Hygiene	£153.04	Waste transfer note & bin costs
14/01/2025	Online payment	SWPSI Limited	£119.99	Monthly inspection charge
14/01/2025	Online payment	VOIP – Level 7	£10.78	Phone charges

14/01/2025	Online payment	Zen	£34.80	Broadband
		Total	£15,505.19	

21. Accounts & Finance – CLUP expenditure

a) To approve the list of BACS payments as drafted.

Date	Cheque Ref	Payee Name	Amount Paid	Transaction Detail
14/01/2025	Online payment	Sandra Harris	£1,530.45	Dunelm order
14/01/2025	Online payment	The Carpet Gallery	£3,886.80	New carpet stage payment
		Total	£5,417.25	

S Harris

Mrs S Harris

Town Clerk

09 January 2025