



**Lostwithiel Town Council Meeting
will be held
on
Tuesday 11 February 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 28 January 25 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)

PA25/00084

Listed Building Consent for advertisement consent for: Fascia Sign 1, Hanging signs 1 and 2, Other signs 1-4, 2 x Lanterns, 4 x LED trough Lights, " x LED Flood lights
Kings Arms Hotel, Fore Street Lostwithiel

PA25/00317	Proposed bedroom and ensuite ancillary to the main dwelling 14 Barn Park Lostwithiel
PA25/00401	Demolition of existing garage and construction of a garden studio Benbole House The Terrace Lostwithiel

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

8. Noise nuisance – to consider at the request of a local resident excessive noise from amplified music experienced in Lostwithiel on many weekends.
9. Council Ceremonial Offices, Awards & Recognition – to consider the application received to nominate Mrs Gillian Parsons an Honoured Burgess.
10. Cornwall Interim Policy Position Statement – to formulate the Council's response to the consultation.
11. Neighbourhood Priorities statements – to decide if Lostwithiel Town Council wishes to be involved in Cornwall Council's pilot.
12. Cornwall Council Local Maintenance Partnership – to consider the information provided and to decide if Lostwithiel Town Council wishes to join the scheme.
13. Lanteglos by Fowey Parish Council – to consider the request received for a Council representative to attend a meeting
14. Lostwithiel Town Team – Lostwithiel Enhancement Project – to note the two prices received by the Town Team to set up a Town Trail website and to consider instructing the Clerk to place an order, in line with the Town Team's recommendations, noting that monies are to be drawn from various budget headings as entered on the spreadsheet.

15. Poynton Bradbury – to consider the final report and to authorise the Clerk to set up a meeting with Historic England and Vic Robinson from Cornwall Council as soon as practicable.
16. CLUP project – to receive an update from the Committee, to agree a further £143.50 plus VAT for compost & chippings and to agree dates and arrangements for Open Days.
17. CLUP project – to consider approval of the branding, marketing and pricing strategy as drafted.
18. Instagram – to consider authorising the setting up of two new Instagram accounts one for Town Council & one for the hireable spaces.
19. King George V playing field – to consider the options to replace the large piece of equipment in the enclosed play area and to decide if the Council wishes to request further feedback from the primary schools.
20. Town & Parish Council elections May 2025 – to consider the approval of the Councillor pack as drafted.
21. Lostwithiel Twinning – to consider the grant application received.
22. Replacement locks – to consider approval of the quote received to replace locks, assemble furniture & erect curtain poles in Edgcumbe House.
23. Maintenance Contract – to consider the report received and delegate the authority to the Town Clerk to oversee the schedule approved at the meeting.
24. Office printer – to consider approval of the purchase of an Epson Eco Tank ET-16650 printer at a cost of £874.67 plus VAT.
25. Accounts & Finance

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

Date	Cheque Ref	Payee Name	Amount Paid	Transaction Detail
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11/02/25	Online payment	National Allotment Society	£84.00	Annual membership
11/02/25	Online payment	A1 Tree & Grounds Ltd	£5,640.00	Grass cutting Sept- Dec
11/02/25	Online payment	APS Construction Services Ltd	£1,075.68	Toilet remedial works following vandalism
11/02/25	Online payment	Biffa	£69.98	Cemetery bin
11/02/25	Online payment	Tom Barker (Rotary)	£76.44	Christmas tree lights
11/02/25	Online payment	Clarity Copiers Ltd	£69.36	Copy charges
11/02/25	Online payment	Corserv Solutions Ltd	£376.12	Sexton
11/02/25	Online payment	EDF	£471.79	Electric
11/02/25	Online payment	Rachel Groves	£238.87	Frame and printing costs for pictures for Edgcumbe House
11/02/25	Online payment	NPower	£71.15	Public toilet electric
11/02/25	Online payments and 1 x Standing Order	Salary related expenses	£9,387.31	Salary related expenses
11/02/25	Online payment	Source for Business	£434.30	Public toilet water & Edgcumbe House water charges
11/02/25	Online payment	SSE	£116.98	Guildhall electric

11/02/25	Online payment	VOIP	£10.78	Phone service
11/02/25	Online payment	Worknest	£3,860.95	HR & H&S support
11/02/25	Online payment	Zen	£34.80	Broadband
		Total	£22,018.51	

b) Old Play area gates – to consider the offer received to sell at £150 per gate

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.

26. Network Rail – to consider the response received, to decide the demarcation of the exact area of interest and to agree the key elements to be included in the Business Clearance.

S Harris

Mrs S Harris

Town Clerk

06 February 2025