



Lostwithiel Town Council Meeting Tuesday 11 February 2025

Cornwall Councillor Report

None

Meeting Minutes

A Meeting of Lostwithiel Town Council was held in Lostwithiel Library on Tuesday 11 February 2025 at 7pm.

Councillors Present

Mayor Henderson, Deputy Mayor Guiterman, Councillor Berryman, Councillor Eastham, Councillor Henderson & Councillor Rawlings.

In attendance

Seven members of the public were in attendance.
Town Clerk Sandra Harris was in attendance.

317/24 Apologies of Absence

Apologies for absence were received and accepted from Councillor Anders, Councillor Guy, Councillor Ross, Councillor Saundry, Councillor Townsend & Councillor Wisdom.

The Clerk advised the meeting that Cllr Kent has resigned from the Council.

318/24 Declarations of interest

Mayor Henderson & Cllr Berryman declared registerable interests in Lostwithiel Twinning.

319/24 Public Participation

Council was addressed by a member of the public regarding anti-social behaviour experienced in the town, with doors being hit and kicked in Monmouth Lane, North Street and Fore Street.

The Council was also addressed by publicans regarding the noise nuisance agenda item. They advised the Council that regular meetings are held with Cornwall Council regarding the licensing laws.

320/24 Meeting Minutes 28 January 25

It was **resolved** that the minutes of the Extraordinary Council Meeting held on 28 January 2025 are accepted, approved and duly signed by Mayor Henderson.

Proposer: Cllr Henderson

Seconder: Cllr Rawlings

Vote – 6 In favour

321/24 Mayor's Report

Mayor Henderson advised that she had attended the Launceston Civic Service and Lostwithiel Rotary presentation evening.

The Mayor also advised that at the invitation of Truro City Council she represented Lostwithiel at a meeting intended to reinvigorate the Elliot Foundation Trust Fund which has been dormant for a number of years. There are four beneficiary parishes including Lostwithiel. The Trust has money available for books for students to progress from secondary to further education. Truro City Council agreed to investigate the legalities and procedures required to reinvigorate the Trust.

322/24 Councillor Reports

None

323/24 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

It was **resolved** to support the listed Building application for new exterior signs, lanterns and trough lighting subject to there being no impingement of light past the pavement.

Proposer: Cllr Rawlings

Vote – 6 in favour

Seconded: Cllr Henderson

PA25/00317

Proposed bedroom and ensuite ancillary to the main dwelling

14 Barn Park Lostwithiel

It was **resolved** to support this application.

Proposer: Mayor Henderson

Vote – 6 in favour

Seconded: DM Guiterman on

PA25/00401

Demolition of existing garage and construction of a garden studio

Benbole House The Terrace Lostwithiel

It was **resolved** to support this application.

Proposer: DM Guiterman

Vote – 6 in favour

Seconded: Cllr Rawlings

b) None

324/24 Noise nuisance

It was **resolved** to instruct the clerk to contact the resident and ask them to redirect their enquiry to Cornwall Council given that Cornwall Council is the Licensing Authority.

Proposer: Cllr Berryman

Vote – 6 in favour

Seconded: Cllr Rawlings

325/24 Council Ceremonial Offices, Awards & Recognition

This item was deferred to the next meeting.

326/24 Cornwall Interim Policy Position Statement

It was **resolved** to compliment Cornwall Council on a clear concise document.

Proposer: DM Guiterman

Vote – 6 votes in favour

Seconded: Cllr Berryman

327/24 Neighbourhood Priorities statements

It was **resolved** that Lostwithiel Town Council wishes to take part in Cornwall Council's Neighbourhood Priorities Statements pilot.

Proposer: DM Guiterman

Vote – 6 votes in favour

Seconded: Cllr Rawlings

328/24 Cornwall Council Local Maintenance Partnership

It was **resolved** that Lostwithiel Town Council do not wish to join this scheme.

Proposer: DM Guiterman **Seconded:** Cllr Henderson

Vote – 6 votes in favour

329/24 Lanteglos by Fowey Parish Council

It was **resolved** to wish Lanteglos by Fowey well in their endeavours; however, Lostwithiel TC will not be sending a representative to their meeting.

Proposer: Cllr Henderson **Seconded:** Cllr Eastham

Vote – 6 votes in favour

330/24 Lostwithiel Town Team – Lostwithiel Enhancement Project

It was **resolved** to agree to the Town Team’s recommendation and issue a purchase order to Iteracy for £2,130 plus VAT for the Town Trail website. The clerk was instructed to ask the Town Team for further clarity regarding ownership of and responsibility for the website after project delivery.

Proposer: Cllr Henderson **Seconded:** DM Guiterman

Vote – 6 votes in favour

331/24 Poynton Bradbury

It was **resolved** to adopt the final report, the preferred option 3 and the reports recommendations. The Council authorised the Clerk to set up a meeting with Historic England and Vic Robinson from Cornwall Council as soon as practicable.

The Council acknowledged that to move forward with the preferred option it will be crucial to secure the necessary funding. Continued engagement with key stakeholders, including the local community, grant bodies, and heritage organisations, will help refine the project and address any remaining challenges.

Proposer: Cllr Rawlings **Seconded:** DM Guiterman

Vote – 6 in favour

332/24 CLUP project

It was **resolved** to agree a further £143.50 plus VAT for compost & chippings and it was noted by Council that project expenditure is now utilising the project contingency budget.

Proposer: Cllr Berryman **Seconded:** DM Guiterman

Vote – 6 votes in favour

It was further **resolved** to set the date for the official re-opening of the buildings as Saturday 8th March, with formal invitations for 40-50 people in the morning and a further afternoon slot for members of the public to view the buildings.

Proposer: Cllr Rawlings

Secunder: Cllr Henderson

Vote – 6 votes in favour

333/24 CLUP project

It was **resolved** to approve the branding, marketing and pricing strategy as drafted, with the exception of the Stannary spaces logo which should be amended to include the word Lostwithiel.

Proposer: DM Guiterman

Secunder: Cllr Eastham

Vote – 6 votes in favour

334/24 Instagram

It was **resolved** to authorise the setting up of two new Instagram accounts, one for the Town Council and one for the hireable spaces.

Proposer: Cllr Eastham

Secunder: Cllr Rawlings

Vote – 6 votes in favour

335/24 King George V playing field

It was **resolved** to short list the two large green pieces of equipment and to instruct the Clerk to ask the schools for the children's views and opinions and if possible their parents views.

Proposer: Cllr Henderson

Secunder: Cllr Eastham

Vote – 6 votes in favour

336/24 Town & Parish Council elections May 2025

It was **resolved** to approve the Councillor pack subject to the minor amendments discussed.

Proposer: DM Guiterman

Secunder: Cllr Eastham

Vote – 6 votes in favour

337/24 Lostwithiel Twinning

This agenda item was deferred to the next meeting.

Proposer: Cllr Henderson

Secunder: Cllr Eastham

Vote – 4 votes in favour

338/24 Replacement locks

It was **resolved** to approve the quote received £790.40 plus VAT to replace locks, assemble furniture & erect curtain poles in Edgcumbe House

Proposer: DM Guiterman **Seconded:** Mayor Henderson

Vote – 6 votes in favour

339/24 Maintenance Contract

It was **resolved** to approve all works listed in the report and to delegate the authority to the Town Clerk to oversee the schedule as agreed.

Proposer: Mayor Henderson **Seconded:** DM Guiterman

Vote – 6 votes in favour

340/24 Office printer

It was **resolved** to agree to the purchase of an Epson Eco Tank ET-16650 printer at a cost of £874.67 plus VAT.

Proposer: DM Guiterman **Seconded:** Cllr Henderson

Vote – 6 votes in favour

341/24 Accounts & Finance

a)

Date	Cheque Ref	Payee Name	Amount Paid	Transaction Detail
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	£1357.41	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 payment	Poynton Bradbury	£7,200.00	Listed Building study
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	£29281.51	
CLUP Expenditure				
11/02/25	Online payment	Walter Bailey Par	£72.00	Compost
11/02/25	Online payment	Furniture at work	£225.72	Desk
11/02/25	Online	Carpet Gallery	£1,275.60	Nosings & boarding

	payment			
11/02/25	Online payment	Sandra Harris	£339.48	Guildhall crockery & cutlery
		Total	£1,912.801	

It was **resolved** to approve the list of BACS payments as listed, with the exception of £1,075.68 payment for the Toilet remedial works following vandalism as the work is yet to be completed.

Proposer: DM Guiterman **Secunder:** Cllr Berryman

Vote – 6 votes in favour

b)

It was **resolved** to agree to the offer received and sell the old play area gates at £150 per gate.

Proposer: DM Guiterman **Secunder:** Cllr Berryman

Vote – 6 votes in favour

It was **resolved** that 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: DM Guiterman **Secunder:** Mayor Henderson

Vote – 6 votes in favour

The meeting closed at 20.50pm

Chairman

Date