



## Lostwithiel Town Council – Heritage Buildings Committee Meeting

Tuesday 14 May 2019

### Meeting Minutes

A Meeting of the Town Council's Heritage Buildings Committee was held in Lostwithiel Library on Tuesday 14 May 2019 at 7pm.

### Committee members present

Councillor Guiterman, Councillor Hatton, Mr Holden, Councillor Mrs Jarrett, Professor Scott, Councillor Sweeney & Mr Watkins.

### In attendance

No members of the public were in attendance  
Town Clerk Mrs Harris was in attendance

### HBC01/19 Election of Heritage Buildings Committee Chairman

Councillor Mrs Jarrett invited nominations for the position of Heritage Buildings Committee Chairman.

It was **resolved** that Councillor Mrs Jarrett is elected Chairman of the Heritage Buildings Committee.

### HBC02/19 Election of Heritage Buildings Committee Vice-Chairman

Councillor Mrs Jarrett invited nominations for the position of Heritage Buildings Committee Vice-Chairman.

It was **resolved** that Councillor Guiterman is elected Vice Chairman of the Heritage Buildings Committee.

### HBC03/19 Apologies

Apologies were received and accepted from Mrs Walton.

### HBC04/19 Declarations of Interest

None

### HBC05/19 Public Participation

None

### **HBC06/19 Committee Minutes 23 April 2019**

It was **resolved** that the minutes dated 23 April 2019 are accepted, approved and duly signed by Committee Chairman Councillor Mrs Jarrett.

### **HBC07/19 Project Plan Revisions**

Councillor Hatton joined the meeting.

Further revisions to the Project Plan were agreed by the Committee.

### **HBC08/19 Buildings tour by Kelly Spry-Phare Development Manager Heritage Lottery Fund & Tamsin Daniel Heritage Services Manager Cornwall Council**

Councillor Mrs Jarrett & Professor Scott advised that the purpose of the visit was more to give both Kelly & Tamsin an opportunity to tour the buildings rather than Committee Members glean new information. The visit did underline aspects that the Committee has already identified.

### **HBC09/19 Devon Guild of Craftsmen, The Mill Bovey Tracey**

The date for the visit was agreed to be Thursday 23 May at 10am and attendees are to confirm transport arrangements with Councillor Guiterman. Councillor Sweeney offered to write a report on the visit.

### **HBC10/19 Heritage Buildings Committee Extraordinary Full Council meeting**

It was agreed that

- a) Councillor Hatton & Mrs Walton will lead the introduction session.
- b) The Buildings will be toured in the following order; - Guildhall, Edgcumbe House and then Taprell House. Councillor Mrs Jarrett & Mr Holden will present the history and interesting facts about the buildings. Mr Holden inside the buildings, Councillor Mrs Jarrett outside the buildings.
- c) Councillor Guiterman & Professor Scott will give an overview of the report.
- d) Councillor Sweeney & Mr Watkins will explain the purpose and what Committee members have learnt from the visits undertaken.
- e) Councillor Hatton & Mrs Walton will do a questions and answers session.
- f) Councillor Mrs Jarrett will do a final summary to include the unique selling point of Lostwithiel and the responsibility of the Council to future generations.

### **HBC11/19 Wording of agenda items for 28 May 2019**

The following agenda items for 28 May were agreed by Committee: -

- a) Introduction – to explain to Council the purpose of the extraordinary meeting.
- b) Physical visit to buildings – to experience the significance of the Heritage Assets.
- c) Edgcumbe Heritage Strategic Action Plan Presentation – to summarise the key findings and recommendations in the Plan.
- d) Presentation on the preparatory work undertaken by the Committee – to explain the potential and the opportunities identified.

- e) Questions & Answers – opportunity to ask questions to Heritage Building Committee members.
- f) Proposed project summary – to consider a final overview of the project.
- g) Edgumbe Heritage Strategic Action Plan – to resolve to accept the findings and recommendations of the Edgumbe Heritage Strategic Action Plan and to authorise the Heritage Buildings Committee to proceed with the immediate actions outline on page 22 of the plan.

**HBC12/19      Items for next agenda**

Committee members were advised that any agenda items for the meeting on 25 June are to be with the office by midday on 4 June 2019.

The meeting closed at 9.20pm

Chairman

Date

DRAFT