



## **Lostwithiel Town Council – Heritage Buildings Committee Meeting**

**Tuesday 23 July 2019**

### **Meeting Minutes**

A Meeting of the Town Council's Heritage Buildings Committee was held in Lostwithiel Library on Tuesday 23 July 2019 at 7pm.

### **Committee members present**

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

### **In attendance**

One member of the public was in attendance  
Town Clerk Mrs Harris was in attendance

### **HBC13/19 Apologies**

Apologies were received and accepted from Councillor Hatton & Mr Holden. Mr Watkins advised the meeting that he would be late.

### **HBC14/19 Declarations of Interest**

None

### **HBC15/19 Public Participation**

The meeting was addressed by a member of the public interested in the Committee and the future of Edgumbe House.

### **HBC16/19 Committee Minutes 14 May 2019**

It was **resolved** that the minutes dated 14 May 2019 are accepted, approved and duly signed by Committee Chairman Councillor Mrs Jarrett.

### **HBC17/19 Buildings Condition Survey**

Mr Watkins joined the meeting.

The clerk circulated to Committee members present information taken from the internet regarding the specific content of a full structural commercial building survey. It was

**resolved** to recommend to Council that Council requests a RICS Listed Building Survey to include an in-depth analysis of the property's condition, advice on defects, repairs and maintenance options and a full schedule of condition. The prospective surveyors should be reminded that the intention is to bring the building back into public use and that the overarching requirement is for the report to advise Council what needs to be done to prevent any further deterioration over the next 5 years. The Council should also request as part of the report a detailed programme of works given over the following time frames:- Immediate. Within 2 years, Within 5 years Within 10 years. The Council also requires a routine maintenance programme for each building and a list of works required to enable the reopening of at least part of the Edgcombe House building. The tender is to be offered in accordance with the Council's Financial regulations and on 'post out date' should be posted to all RICS Listed Building Surveyors in Devon & Cornwall

### **HBC18/19 Governance & Scoping**

- a) The Committee considered the governance support suggestions obtained by Professor Scott. It was **resolved** to recommend to full Council that Town Council funds are used to obtain advice on the most appropriate form of governance to satisfy both the Council's Financial Regulations and legalities and to provide the best opportunity for obtaining funding to drive the project forward.
- b) The Committee acknowledged that this report will need to be much more detailed than the pre-feasibility study and that in turn the instructions from Council regarding what it anticipates the report will cover need to be quite clearly defined. It was decided that all Committee members present would bring suggestions to the next meeting i.e. information gleaned from visits, investigate funding opportunities, identify how the whole community can benefit not just the town's economy.

### **HBC19/19 Quick Guildhall Project**

It was decided to defer this agenda item to the next meeting.

### **HBC20/19 Items for next agenda**

Quick Guildhall project – brainstorming

Development of the specific objectives of the scoping project.

The meeting closed at 8.50pm

Chairman

Date