



Lostwithiel Town Council – Heritage Buildings Committee Meeting

Tuesday 29 January 2019

Meeting Minutes

A Meeting of the Town Council's Heritage Buildings Committee was held in Lostwithiel Library on Tuesday 29 January 2019 at 7pm.

Councillors present

Mayor Jarrett, Councillor Beedell, Councillor Guiterman, Councillor Hatton, Councillor Risner & Councillor Sweeney.

In attendance

Four members of the public were in attendance
Town Clerk Mrs Harris was in attendance

HBC01/18 Election of Heritage Buildings Committee Chairman

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

It was **resolved** that Mayor Jarrett is elected Chairman of the Heritage Buildings Committee until the Council Annual Meeting.

HBC02/18 Election of Heritage Buildings Committee Vice-Chairman

Mayor 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 until the Council Annual Meeting.

HBC03/18 Apologies

Mr Philip Watkins apologised for not being able to attend the meeting.

HBC04/18 Declarations of Interest

None

HBC05/18 Public Participation

Councillor Guiterman was thanked for arranging the meeting.

HBC06/18 Heritage Buildings Committee Terms of Reference

It was **resolved** to note the Terms of Reference as drafted but to ask Council to consider reducing the Committee quorum from six to half of the Committee.

HBC07/18 Heritage Buildings Terms of Reference Annex 1a) – 1g)

Members of the public present were invited to answer questions on this agenda item.

- a) It was **resolved** to ask Dr Yates to prepare a bullet point type list of potential funders and how the Edgcumbe House project fits with the funding criteria for the next Committee Meeting.
- b) It was agreed that there are not any potential funding applications currently being drafted.
- c) It was agreed there are currently no 'cut-off' dates to be met.
- d) It was agreed to defer consideration of making recommendations to the Council regarding the 'Remit & Scope' & 'Annex 1' of the Committee Terms of Reference until April.
- e) It was agreed that the recommendations need to be taken back to basis in order to make recommendations to Council. i.e. This is the vision for the future purpose of the building and this is how it can be achieved.
- f) It was agreed that Phase 1 of the recommendations needs to be emergency maintenance and Phase 2 sufficient repairs to make it possible to occupy the building. The clerk was asked to make a list of works undertaken and works to be done with estimated costings.
- g) Professor Scott agreed to draft a project plan template for the next Committee meeting.

HBC08/18 Krowji & IntoBodmin visits

It was noted that the fact-finding trips to both venues had been very useful. Both visits help to illustrate what is achievable and how to test if it is achievable. How to prepare an evidence base for conclusions and have further developed a network of contacts to enhance the ongoing flow of information.

It was also noted by the Committee that certain funding bodies will not fund Community Interest Companies but will fund Charitable Incorporated Organisation.

HBC09/18 Report on the tour of the Buildings with Cornwall Council's Culture Manager Tamsin Daniel & Cornwall Museums Mentor & Historian Dr Jo Mattingly

It was agreed to collate everything together into a report for an April Council meeting.

HBC10/18 Further projects to visit

Tavistock – Visit arranged for 28 March

Looe CIC – Sardine factory

Penzance work box
Truro Old Cathedral School
St Ive Rectory – Emily Hobhouse museum
Cullumpton.

HBC11/18 Future of High Street’s Fund

It was noted by the Committee that due to the position taken by Cornwall Council Lostwithiel is not eligible to apply for this funding.

HBC12/18 ‘At Risk Register’

The clerk was instructed to obtain an update from Scott & Co regarding putting Edgcumbe House on the at risk register and was further instructed to contact Disability Cornwall regarding the possibility of a stair lift in the Guildhall.

HBC13/18 Regular Meeting day and time

It was agreed to meet on the fourth Tuesday monthly at 7pm.

HBC14/18 Recommendations to the Council Meeting on 5 February

It was agreed to request the amendment of the Committee quorum and to appoint new Committee Members.

It was further agreed that the next Committee Meeting needs to focus on establishing an end use for the building in order to convince the Council to spend money on the building.

The meeting closed at 9.25pm

Chairman

Date