



**Lostwithiel Town Council
Heritage Building Committee Meeting
will be held at Lostwithiel Library
on Tuesday 14 May 2019 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.

Housekeeping – Mayor Jarrett will advise the evacuation routes in case of an emergency and remind all persons present of the following: -

The meeting may be filmed or recorded

Members and Members of the Public are asked to set device ring tones/alerts to silent

Meeting Agenda

1. To elect a Heritage Buildings Committee Chairman
2. To elect a Heritage Buildings Committee Vice-Chairman

3. To receive and accept Apologies of Absence.
4. To receive any Declarations of Interest or written requests for new DPI dispensations from Members.

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.

5. Public Participation - Time allowed for members of the public to address the Council on matters on the agenda – Maximum time allowed 15 minutes
6. To receive the minutes of the Heritage Buildings Committee meeting held on 23 April 2019.
7. To consider the further revisions to the draft project plan template.
8. Tour of the Council Buildings on 9 April by Kelly Spry-Phare Development Manager Heritage Lottery Fund & Tamsin Daniel Heritage Services Manager Cornwall Council – to consider the report on the visit prepared by Councillor Mrs Jarrett.
9. Devon Guild of Craftsmen, The Mill Bovey Tracey – to decide on a date for the visit.
10. Extraordinary Full Council meeting on Tuesday 28 May - to consider the following: -
 - (i) Buildings Tour commentary – drafted by Councillor Mrs Jarrett & Mr Watkins

- (ii) PowerPoint presentation – drafted by Mr Holden
 - (iii) Lostwithiel Heritage Buildings Map – drafted by Councillor Guiterman
 - (iv) Report on Committee preparatory work and visits – drafted by Councillor Sweeney
 - (v) Questions & Answer session – drafted by Councillor Hatton & Mrs Walton
 - (vi) To decide on the salient points to take forward from each visit.
11. To agree the agenda items and wording for the extraordinary Council Meeting on 28 May 2019.
12. Items for the next agenda and to note written notice of the wording of any motions for the Committee meeting to be held on 25 June 2019 are to be received by the Town Clerk by midday Tuesday 4 June 2019.

S Harris -

Mrs S Harris
Town Clerk
07/05/2019