



**Lostwithiel Town Council  
Heritage Building Committee Meeting  
will be held at Lostwithiel Library  
on Tuesday 25 June 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 – Committee Chairman Mrs 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 receive and accept Apologies of Absence.
2. 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.

3. Public Participation - Time allowed for members of the public to address the Council on matters on the agenda – Maximum time allowed 15 minutes
4. To receive the minutes of the Heritage Buildings Committee meeting held on 14 May 2019.
5. Building Condition Survey – to make recommendations to Council regarding specifics to be included as part of the Building Condition Survey.
6. Governance and scoping –
  - a) To make recommendations to Council regarding the parameters of the governance report and training and how the Heritage Building Committee envisages that the project should be delivered.
  - b) To start to prepare a list of areas needed to be covered by the Options Scoping Survey.

7. Quick Guildhall project – to give some consideration to possible short-term uses for the building to be facilitated after the receipt of the Building Condition Survey.
8. Items for the next agenda and to note written notice of the wording of any motions for the Committee meeting to be held on 23 July 2019 are to be received by the Town Clerk by midday Monday 15 July 2019.

*S Harris -*

Mrs S Harris  
Town Clerk  
12/06/2019