



Lostwithiel Town Council – Heritage Building Committee Meeting

Tuesday 18 February 2020

Meeting Minutes

A Meeting of the Town Council's Heritage Buildings Committee was held in Lostwithiel Library on Tuesday 18 February 2020 at 7.15pm.

Committee members present

Committee Vice-Chairman Councillor Guiterman,
Ms Nineham, Professor Scott, Councillor Sweeney & Mr Watkins.

In attendance

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

HBC65/19 Apologies

Apologies were received and accept from Committee Chairman
Councillor Mrs Jarrett, Mr Holden, Mrs Walton & Dr Yates.

HBC66/19 Declarations of Interest

None

HBC67/19 Public Participation

None

HBC68/19 Committee Minutes 21 January 2020

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

HBC69/19 Report to Council

The draft minutes of the Council meeting of 4 February pertaining to the Project Report to Council were noted by the Committee.

Committee Vice Chairman Councillor Guiterman congratulated the Committee on the excellent report which changed the opinion of a number of Councillors. The Committee requested an agenda item for the next Council meeting to invite further Councillors to join the Heritage Buildings Committee.

HBC70/19 Edgcumbe House

The Committee noted that Full Council has approved the recommendation from the Heritage Buildings Committee under minute reference **HBC57/19**, namely the list of works to Edgcumbe House report reference numbers A1, B1, B2, M1 & F8.

HBC71/19 Public Consultation

The Committee considered agenda items a) – g) en bloc and decided that the consultation period should run from 10 April – 17 May.

During this time a static exhibition should be set up in Edgcumbe House, members of the Committee should attend the meetings of local community groups to promote the project and publicity for the project should be sent to the surrounding parishes. (Written reports should be undertaken after each meeting/consultation event). The surveys/questionnaires should be in both paper and an online format and if possible, should only be available after viewing the promotional film or the exhibition. It was considered that the following materials should be included a promotional film, foam printed boards, pop up banners, generic community flags, list of potential funders and flyers to promote the consultation events. Councillor Sweeney & Ms Nineham agreed to work together to plan the exhibition material, a calendar of consultation events and a gantt

chart to facilitate providing feedback to Full Council within the four months specified. Councillor Sweeney agreed to try to arrange a promotional film and Ms Nineham the questionnaire/feedback form questions ready for the next meeting.

HBC72/19 Guildhall

It was decided that the draft proposals for the Guildhall should form part of the public consultation. It was further decided that the first steps would be ask Mr Watkins to visit the Museum office to give advice on how and where to install a toilet, washbasin and kitchen sink and to invite the sound technician used by Lost in Song to visit the Guildhall to draw up a list of sound and lighting proposals.

The meeting closed at 8.40pm.

Chairman

Date