



**Lostwithiel Town Council
Heritage Buildings Committee
Virtual Meeting
Monday 11 January 2021 at 7pm.**

Dear Committee Member,

Committee Members are hereby summoned to attend a meeting of Lostwithiel Town Council's Heritage Buildings Committee to be held virtually on Monday 11 January 2021 commencing at 7pm when the following business will be transacted.

S Harris

Mrs S Harris
Town clerk

**Members of the public are able to join the meeting from a
computer, tablet or smartphone**

<https://attendee.gotowebinar.com/register/3107654579308724493>

**or by dialling in using a phone on.
020 3713 5012**

Access Code: 423-886-617

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 – Councillor Mrs Jarrett will advise that 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. Apologies – to receive and accept Apologies of Absence.

If you are unable this meeting could you please email clerk@lostwithieltowncouncil.gov.uk with your apologies before midday on the day of the meeting. Thank you.

2. To receive from Council Committee Members any Declarations of Interest, written requests for new DPI dispensations and declarations of any gifts or hospitality.

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.

The Council has varied meeting Standing Orders and until physical meetings can be re-established Members of the Public are asked to submit any questions regarding items on the agenda to clerk@lostwithieltowncouncil.gov.uk. For this meeting, please submit your questions by 2pm on Monday 11 January 2021.

4. To receive the minutes of the Committee meeting held on 15 December 2020 having previously been circulated and taken as read.

DRAFT VERSION

Lostwithiel Town Council Heritage Buildings Committee Virtual Meeting

Tuesday 15 December 2020

Meeting Minutes

A virtual meeting of the Town Council's Heritage Buildings Committee was held on Tuesday 15 December at 7pm.

Committee Members present

Committee Vice-Chairman Councillor Guiterman,
Ms M Nineham, Professor J Scott, Councillor D Sweeney
& Dr C Yates

In attendance

No members of the public were in attendance

Town Clerk Mrs Harris was in attendance.

HBC001/20 Apologies of Absence

Apologies of Absence were received and accepted from the following Committee Members –

Committee Chair Mrs P Jarrett, Mrs C Walton & Mr P Watkins.

HBC002/20 Declarations of Interest

Councillor Sweeney requested that the minutes record that he advised the meeting that he owns a property in Fore Street Lostwithiel and receives rental income from two shops.

HBC003/20 Public Participation

None

HBC004/20 Minutes 10 March 2020

It was **resolved** that the minutes of the Committee Meeting held on 10 March 2020 are accepted, approved and signed by Committee Vice Chairman Councillor Guiterman.

Votes – 4 in favour, 1 abstention.

HBC005/20 Cornwall Council Town Centre Revitalisation Fund

a) It was **resolved** to accept the mandate from Full Council and that the Committee will facilitate the creation of a cross sector ‘town team’ by inviting representatives of the following organisations to join the Committee: -

Lostwithiel Business Group, Lostwithiel Community Centre, Lostwithiel Rotary, Really Lovely Projects along with Cornwall Councillor Martin & Community Link Officer Tasha Davis.

Votes 5 in favour

b) It was **resolved** to accept Professor Scott’s offer to draw up a preliminary summary of what/how revitalisation will be achieved.

Votes 5 in favour

c) It was **resolved** to accept Ms Nineham's offer to draft bullet points for inclusion in the final application.

Votes 5 in favour

d) It was noted that Full Council will require monthly progress updates.

e) It was **resolved** to ask Council to hold an Extraordinary Meeting on 23 March 2021 to approve the drafted application.

HBC006/20 Future Committee Meeting dates

It was decided that the next virtual Committee meeting will be held on Monday 11 January at 7pm. The clerk was instructed to make the Cornwall Council toolkit an agenda item for this meeting. In preparation for this meeting, Dr Yates offered to take photos of Fore Street and the immediate area as suggested on Page 5 of the toolkit. Committee members were asked to keep the following dates free to facilitate arrangements for the next meeting: - 19/01/21, 27/01/21 & 03/02/21.

The meeting closed at 8pm

Chairman

Date

5. Cornwall Council Town Centre Revitalisation Fund (TCRF) – to consider the following: -
 - a) the replies received to the invitations to join the ‘town team’
 - b) to consider the preliminary summary, prepared by Professor Scott, regarding how revitalisation will be achieved.
Please see separate attached titles Lostwithiel Town Team
 - c) to consider the draft list of bullet points, prepared by Michelle Nineham, for inclusion in the final application.

6. Cornwall Council Town Centre Revitalisation Fund toolkit – to formulate the initial outline of Lostwithiel’s application in accordance with the toolkit provided.
Please refer to separate email with attachments annotated agenda item 6

7. Monthly update to Council – to decide who will draft a January written progress update for Council.

8. Future Committee Meeting dates – to note the following provisional meeting dates: - 27/01/21 & 03/02/21 (19/01/21 no longer possible due to an Extraordinary Council Meeting), to agree the date for the next meeting and to agree further meeting dates in order to facilitate completion of the bid in time for the Extraordinary Full Council meeting on 23 March 2021