



## **Lostwithiel Town Council Heritage Buildings Committee Meeting**

**Tuesday 26 October 2021**

### **Meeting Minutes**

A meeting of the Town Council's Heritage Buildings Committee was held in Lostwithiel Library on Tuesday 26 October 2021

### **Committee Members present**

Councillor Anders, Councillor Guy, Councillor Jarrett,  
Councillor Wisdom, Michelle Nineham, John Scott & Dai Sweeney.

### **In attendance**

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

The start of the meeting was Chaired by last year's Committee Chair Councillor Jarrett.

### **HBC001/21 Election of Heritage Buildings Committee Chair**

It was **resolved** to appoint Councillor Jarrett as Chair of the Heritage Buildings Committee.

Vote 6 votes in favour

**HBC002/21 Election of Heritage Buildings Committee Vice - Chair**

It was **resolved** to appoint Councillor Wisdom as Vice-Chair of the Heritage Buildings Committee.

**HBC003/21 Apologies of Absence**

Apologies of Absence were received and accepted from the following Committee Members – Councillor Gary Marshall-Stevens, Jeff Pearce, Christine Walton & Caroline Yates.

**HBC004/21 Declarations of Interest**

None.

**HBC005/21 Public Participation**

None

**HBC006/21 Minutes 23 March 2021**

It was **resolved** that the minutes of the Committee Meeting held on 23 March 2021 are accepted, approved and signed by Committee Chairman Councillor Mrs Jarrett.

Vote 6 votes in favour

**HBC007/21 Heritage Building Committee Terms of Reference**

It was **resolved** not to recommend any changes to Council.

**HBC008/21 Cornwall Council Town Centre Revitalisation Fund Applications**

It was formally noted by the Committee that both bids had been successful and the feedback from Cornwall Council received the consideration of the Committee

**HBC009/21 Cornwall Council Town Centre Revitalisation Fund  
Applications – Draft responses to Cornwall Council**

a) Transport bid - Lostwithiel Sustainable Traffic & Travel Plan

It was **resolved** to recommend to the Town Council that the following wording is submitted to Cornwall Council

*‘Thank you for your feedback on Lostwithiel’s application we are in agreement with everything written. Therefore, we would like consent to proceed to draft the tender for approval by the Town Vitality Team on the basis outlined. Whilst writing could we please formally request an extension to our project deadline from 31 December 2021 to 30 June 2022 with an option to extend to 31 December 2022 if Covid restrictions are reinstated.’*

b) Lostwithiel Heritage Buildings

It was **resolved** to recommend to the Town Council that the following wording is submitted to Cornwall Council

*‘Thank you for your feedback on Lostwithiel’s application we are in agreement that an assessment/demand study to identify potential uses and users of our buildings needs to be undertaken. In order to reinstate some momentum to the regeneration project we would be grateful if Cornwall Council would consider allowing Lostwithiel TC to incorporate this element into the feasibility study allowing the successful tenderer to adopt a two phased approach to the delivery of the feasibility study. In our original application we anticipated a proposed completion date of 01 February 2022, could we please formally request an extension to this date from 01 February 2022 to 01 August 2022 with an option to extend to 01 February 2023 if Covid restrictions are reinstated. Our Heritage Buildings Committee which incorporates Town Team membership have returned to face to face meetings and intend to meet on a monthly basis going forward.’*

### **HBC010/21 Community Consultation**

It was **resolved** not to undertake a Community Consultation at this juncture but to proceed on the basis recommended by Cornwall Council.

### **HBC011/21 Items for next agenda**

- a) Consider the reply from Cornwall Council
- b) Outline the brief for consultants
- c) Start to identify potential consultants
- d) Consider a list of exterior repairs and maintenance
- e) Forward copies of the Philip Hughes reports
- f) Draw up lists for urgent repair funding bids (amounts & timescales)

### **HBC012/20 Future Committee Meeting dates**

It was decided to hold future Heritage Building Committee meetings on a monthly basis on the third Tuesday starting on Tuesday 16 November.

The meeting closed at 20.30pm

Chairman

Date