



**Lostwithiel Town Council
Heritage Buildings Committee Meeting
will be held in Lostwithiel Library
on Tuesday 18 January 2022 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 Councillor 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

Return to physical meetings – The Council requests that everyone attending Council meetings wears a facemask unless medically exempt or addressing the meeting. We ask that everybody observes that the seating has been set out to allow for social distancing. The Council will restrict access when the room is full. Therefore, if you have any comments regarding a particular agenda item you may wish to submit these comments to the Council in writing

clerk@lostwithieltowncouncil.gov.uk or if you are a member of a group you may wish to consider appointing a spokesperson.

Meeting Agenda

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

Committee 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 Committee on matters on the agenda – Maximum time allowed 15 minutes.
4. To receive the minutes of the Heritage Buildings Committee meeting held on 14 December 2022 having previously been circulated and taken as read.
5. Town Team Terms of Reference – to consider the exchange of correspondence between Cornwall Council and the Town Council office regarding the Terms of Reference and to consider the revised draft of the Town Team Terms of Reference based on this exchange.
6. Cornwall Council Town Vitality Funding Grant Offer letter for the Sustainable Traffic & Travel Plan – to consider the Grant Offer letter and the accompanying Terms & Conditions to Lostwithiel Town Council as the accountable body.

7. Exterior Repairs & Maintenance – to consider the indication of costs provided by Scott & Co
8. Letters to landowners to explore the potential for car parking – to consider recommending approval of the letters as drafted.
9. Items for next agenda

Under the Public Bodies (Admissions to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.

10. Sustainable Traffic & Transport Plan – to consider the third draft of the brief for consultants
11. Sustainable Traffic & Transport Plan – to further consider potential consultants.
12. Heritage Buildings Bid – to consider the first draft.

S Harris

Mrs S Harris

Town Clerk

12 January 2022