



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

**Tuesday 14 December 2021**

### **Meeting Minutes**

A meeting of the Town Council's Heritage Buildings Committee was held in Lostwithiel Library on Tuesday 14 December 2021

### **Committee Members present**

Committee Chairman Councillor Jarrett,  
Committee Vice Chairman Councillor Wisdom,  
Councillor Guy, John Scott, Dai Sweeney &  
Christine Walton.

### **In attendance**

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

### **HBC021/21 Apologies of Absence**

Apologies of Absence were received and accepted from the following  
Committee Members – Councillor Anders & Caroline Yates.

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**HBC022/21      Declarations of Interest**

None.

**HBC023/21      Public Participation**

None

**HBC024/21      Minutes 16 November 2021**

It was **resolved** that the minutes of the Committee Meeting held on 16 November 2021 are accepted, approved and signed by Committee Chairman Councillor Mrs Jarrett.

**HBC025/21      Exterior Repairs & Maintenance**

It was **resolved** to ask Scott & Co to undertake the following: -

- i) To book a preliminary bat survey for Edgcumbe House
- ii) To request for an indication of costs for the proposed works at the Guildhall
- iii) To request for an indication of costs for the proposed works at Edgcumbe House
- iv) To agree to go ahead with the vents in the fireplace as part of the proposed works for Edgcumbe House
- v) To agree, if it proves necessary, for a scaffold designer to be instructed to assist with that element of the tender.
- vi) To switch off the electrics in Edgcumbe House if acceptable to Scott & Co and the Council's insurers
- vii) To request a specific indication of costs for the works necessary to the stairs
- viii) To request specific indications of costs for: -
  - a) Cement pointing
  - b) Decoration of windows

c) Ironmongery

**HBC026/21 Letters to landowners to explore the potential for car parking**

It was **resolved** to instruct the clerk to draft a letter to the local landowner and to accept John Scott's kind offer to prepare an initial draft of the letter to Network Rail.

**HBC027/21 Cornwall Council responses**

a) Transport

The Committee considered the response relating to the transport bid and **resolved** the following: -

- i) To submit the draft Terms of Reference to Cornwall Council for feedback
- ii) To submit the second draft of the project brief to Cornwall Council for feedback.
- iii) To accept Cornwall Council's offer of a separate offer letter for this project and to apply for the grant funding letter only after a response to i) & ii) have been received. (Rationale – to maximise the timeframe available)

b) Heritage Buildings

It was **resolved** to accept Option 1 put forward by Cornwall Council on the basis that as Edgcumbe House and Taprell House are interlinked they are treated as one entity.

**HBC028/21 Town Team/Place Partnership Terms of Reference**

It was **resolved** to delete all references to Place Partnership, add 'without extenuating circumstances' to the Non-attendance section & to add a paragraph to the 'Background' section to explain the setting up of the Town Team under the umbrella of the HBC in February 2020.

It was further resolved that subject to the drafted Town Team ToRs being agreed by Cornwall Council and then ratified by Lostwithiel

Town Council going forward meetings will be 'Town Team' meetings and not HBC meetings.

**HBC029/21 Items for next agenda**

None

The meeting closed at 20.55pm

Chairman

Date