

Lostwithiel Town Team - Tuesday 19 July 2022

A Meeting of the Lostwithiel Town Team was held on Tuesday 19 July 2022 at 7pm at Lostwithiel Library.

Town team Members in attendance were: -

Vice Chair Sarah Preece	Councillor Chrissie Anders
Councillor Matt Guy	Councillor Pam Jarrett
Mark Pearson	Julie Tamblin
& Christine Walton	

TT040/2022 Apologies

Apologies were received and accepted from the following Town Team Members: - Ian Gillett, Michelle Nineham, Jeff Pearce, Rod Pomeroy, John Scott, Dai Sweeney, Councillor Phil Wisdom.

TT041/2022 Minutes

The minutes of the meeting held on 21 June 2022 were approved and signed by Town Team Acting Chair Sarah Preece.

TT042/2022 Town Team membership

It was decided to appoint Councillor David Guiterman to the Town Team.

TT043/2022 Town Team Sustainable Transport Project – Interview panel

It was decided to appoint the following Town Team Members to the Sustainable Transport Interview panel :-
Councillor Pam Jarrett, Michelle Nineham, Mark Pearson & John Scott. Committee Vice Chair Sarah Preece was appointed Chair of the Interview panel.

TT044/2022 Town Team Sustainable Transport Project – Contract sub-management group

It was decided, in the interests of continuity to appoint the Town Team Sustainable Transport Interview panel members to the Contract sub management group.

It was also decided that the draft of the final report should receive the consideration of the whole Town Team and not just the contract sub management group and that ToRs should be drawn up to reflect this position and the following -

1. Responsibility for keeping the project on time
2. Flexibility to take minor decisions to reduce reliance on standard meeting cycle
3. Delegated authority from TT to make decisions (parameters to be defined) on behalf of the Town Team.

TT045/2022 Edgcumbe House

The email received was discussed by the Town Team. The Town Clerk was asked to reply to the individual to thank them for their email and to advise that the TT concurs with the suggestions made which are in the tender document and are part of the brief for the consultant. A number of buildings with similar offers have already been visited in Devon & Cornwall where they run quite successfully. The TT would be grateful for the Adult Education contact details that they would then intend to pass forward to the successful tenderer.

TT046/2022 Items for next agenda

1. Financial penalties for failure to deliver project within specified timeframe
2. Project retention
3. ToRs & delegated authority for Sustainable Transport contract sub management group.
4. Procurement dates for Heritage Buildings Bid
5. Cornwall Council feedback for Heritage Building Bid
6. Website update
7. To consider appointing a Heritage Buildings contract management sub-group

8. To consider appointing a Heritage Buildings interview panel

The Town Team closed the meeting room door to prevent access and discussed the draft tender document in confidential session.

The meeting closed at 8.50pm.

Chairman

Date