



**Lostwithiel Town Council Extraordinary Meeting
will be held
on
Wednesday 31 May 2023
at
Lostwithiel Library 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.

Lostwithiel Town Council has signed the Civility & Respect Pledge agreeing that it will treat all Councillors, the Clerk and all employees, members of the public, representatives of partner organisations and volunteers with civility and respect in their roles. All meetings will be managed with this pledge in mind.

Housekeeping – Attendees will be advised that any members of the public or press are allowed to take photographs, film and audio record the public sections of the meeting.

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.
2. To receive from Council 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.
4. To receive the minutes of the Annual Council Meeting & the Council Meeting held on 02 May 2023 previously circulated and taken as read.
5. Town Team – to receive an overview of the Town Vitality Funding – Town Centre Revitalisation Fund grants awarded and an outline of the broad and linked opportunities for Lostwithiel that have emerged from the studies, within the overarching objectives set by Cornwall Council.
6. Town Team Heritage Buildings Project – to receive a summary presentation to support the Hayhurst Heritage Building study previously circulated and taken as read.

7. Town Team Sustainable Transport Plan – to receive a summary presentation to support the PJA Sustainable Traffic & Travel Study previously circulated and taken as read.
8. Questions & Answers – an opportunity to collectively appraise the projects and ask Town Team representatives any questions regarding the studies and presentations.
9. Next Steps - to discuss and agree how to take forward the Heritage Buildings project.
10. Next Steps - to discuss and agree how to take forward the Sustainable Traffic & Travel Study project.
11. Project stage payments – to note that project payments to date are as follows: -PJA - £7,490 plus VAT, Hayhurst – £9,000 plus VAT
12. Accounts & Finance
 - a) To approve payment of the following: -

Date	Cheque Ref	Payee Name	Amount Paid	Transaction Detail
31/05/23	200020	Phil Jones Associates Ltd	£15,000.00	Town Vitality project – Transport final payment
31/05/23	200021	Hayhurst & Co	£5,400.00	Town Vitality project – Heritage Buildings final payment
		Total	£	

K Henderson

Councillor K Henderson Mayor of Lostwithiel - 23 May 23