



**Lostwithiel Town Council
Community Capacity Fund Project Advisory Committee Meeting
Tuesday 09 April 2024**

Meeting Minutes

A meeting of Lostwithiel Town Council's Community Capacity Fund Project Advisory Committee was held in Lostwithiel Library on Tuesday 09 April 2024 at 7pm.

Committee Members present

Deputy Mayor Guiterman, Michelle Nineham, Sarah Preece & Julie Tamblin.

In attendance

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

CCFPA01/23 Election of Committee Chair

It was **resolved** to elect Sarah Preece as Committee Chair.

CCFPA02/23 Election of Committee Vice Chair

It was **resolved** to elect Michelle Nineham as Committee Vice-Chair.

CCFPA03/23 Apologies

None

CCFPA04/23 Declarations of Interest

None

CCFPA05/23 Public Participation

None.

CCFPA06/23 Community Capacity Fund Project Advisory Committee Terms of Reference

It was **resolved** that the Community Capacity Fund Project Advisory Committee Terms of Reference are noted by the Committee.

CCFPA07/23 Final Version of approved Community Capacity Fund grant application

The final version of the approved Community Capacity Fund grant application was noted by the Committee.

CCFPA08/23 Recommendations for inclusion in the tender documents

It was **resolved** to recommend the following inclusions:-

Links to the Lostwithiel "The Fairest of Small Cities" Historic Characterisation, the Le Page report, the Hayhurst demand study and the Lostwithiel Neighbourhood Plan.

To highlight the importance of the heritage of the town that it is a unique community layered in time.

The focus of the remit should be to provide a fully costed financially viable project to take forward. It needs to include a detailed business plan which has factored in educational opportunities, drawn on community engagement activities, measured surveys and added value to the town. Fundamentally it must have community support achieved through intensive community engagement, it needs to be well researched and avoid displacement of existing offers within the community.

The end plan must make provision for the Museum, the Library and the Town Council offices.

The meeting closed 9.30pm

Chairman

Date