



**Lostwithiel Town Council  
Community Levelling Up Programme Committee Meeting  
will be held  
on  
Thursday 24 July 2025  
at  
Lostwithiel Library at 6pm**

Members of the Press & Public are invited to attend under the Public Bodies (Admission to Meetings) Act 1960. Under the Openness of Local Government Bodies Regulations 2014, any members of the public or press are allowed to take photographs, film and audio record the proceedings and report on all public sections of the meeting. Therefore, 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.

Members and Members of the Public are asked to set device ring tones/alerts to silent

### **Meeting Agenda**

1. To elect the CLUP Committee Chair.
2. To elect the CLUP Vice Chair
3. Apologies – to receive and accept Apologies of Absence.
4. To receive from Council Members any Declarations of Interest (Localism Act 2011)
  - a) Pecuniary Interests – to receive Declarations of Pecuniary Interests as declared on the Register of Interests
  - b) Non-registerable Interests – to receive Declarations of Non-registerable Interests
  - c) Dispensations - the clerk will consider and report on any requests for dispensation in line with the Council's Code of Conduct
  - d) Gifts & Hospitality – to declare any gifts or hospitality in line with the Council's Code of Conduct
5. Public Participation - Time allowed for members of the public to address the Council on matters on the agenda – Maximum time allowed 15 minutes.
6. To receive the minutes of the CLUP Committee meeting held on 24 April 2025
7. CLUP survey – to receive an update on project sign off noting that Cornwall Council have requested that a further survey is undertaken to satisfy CLUP criteria improved perception, improved accessibility & improved perception of safety and to agree dates, formats & times for Open Days in order that members of the public can be asked to complete the surveys.

8. Room bookings – to review bookings for the facilities since the May launch.

9. Marketing strategy – to consider approval of the marketing strategy as drafted. consider reviewing the number of persons limit on bookings for the Guildhall.

To resolve that under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting and that the live streaming and any recording cease, during the consideration of the following item(s) of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted .

10. Scott & Co – to consider correspondence received regarding project retention, outstanding invoices and contract penalties.

*S Harris*

Mrs S Harris

Town Clerk

17 July 2025