



**Lostwithiel Town Council
Community Levelling Up Programme Committee Meeting
Thursday 24 July 2025**

Meeting Minutes

A meeting of Lostwithiel Town Council's Community Levelling Up Programme Committee was held in Lostwithiel Library on Thursday 24 July 2025 at 6pm.

Committee Members present

Mayor Berryman, Deputy Mayor Rawlings, Councillor Eastham & Councillor Henderson.

In attendance

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

CLUP01/25 To elect the Committee Chair for 2025/26

Mayor Berryman invited nominations for the position of Committee Chair.

It was **resolved** to elect Deputy Mayor Rawlings as Chair of the Committee.

Proposer Mayor Berryman

Seconded Cllr Eastham

Vote – 4 in favour

CLUP02/25 To elect the Committee Vice Chair for 2025/26

Committee Chair Deputy Mayor Rawlings invited nominations for the position of Committee Vice Chair.

It was **resolved** to elect Cllr Henderson as Vice Chair of the Committee.

Proposer DM Rawlings

Seconded Mayor Berryman

Vote – 4 in favour

CLUP03/25 Apologies

None.

CLUP04/25 Declarations of Interest

None.

CLUP05/25 Public Participation

None

CLUP06/25 Minutes 24 April 25

It was **resolved** that the minutes of the CLUP Committee meeting held on Thursday 24 April 25 are accepted, approved and duly signed by Committee Chair DM Rawlings.

Proposer Mayor Berryman

Seconded Cllr Henderson

Vote – 2 in favour, 2 abstentions

CLUP07/25 CLUP survey – to receive an update on project sign off and to note the requirement for a further survey

It was noted by the Committee that the Town Council has yet to receive project sign off on the following elements:-

Improved engagement

Number of active or sustained participants

Increased users of facilities/amenities

Improved perception of facility or infrastructure project

Improved perceived or experienced accessibility

Improved perception of safety

Final evaluation project report to include the impact on the business & contribution to the good growth principles.

It was **resolved** to agree that Open Days would be held on Wednesday 13 August 3pm-7pm and Saturday 23 August 10am-1pm in order that members of the public can be asked to complete the surveys. Mayor Berryman agreed to use money from his Mayors Allowance for cream teas on 13 August & coffee & cake on Saturday 23 August.

Proposer DM Rawlings

Second Cllr Eastham

Vote – 4 in favour

It was agreed that the Committee would recommend to full Council that at these Open Days the Council should display the results from the recently held Neighbourhood Priorities Statement survey and that the events should have promotional boards for the forthcoming byelection. It was **resolved** to purchase 2 x 3 display boards at a cost of £638.60 plus VAT. Boards after the events to advertise Stannary Creative Spaces in the downstairs hallway of Edgcumbe House.

Proposer Mayor Berryman

Second Cllr Henderson

Vote – 4 in favour

CLUP08/25 Room bookings

It was noted by the Committee that room bookings since the May launch have been very low.

CLUP09/25 Marketing Strategy

It was **resolved** to approve the marketing strategy as follows:-

- All posters to be amended to show the discount period as August & September
- All venues to have the first booking free and all remaining bookings for the period August – September to be 25% off.

Proposer Mayor Berryman

Second Cllr Henderson

Vote – 4 in favour

It was further **resolved** to recommend to Council that Lostwithiel Stannary Creative Spaces buys Business Group membership at an annual cost of £30 including VAT to open up further marketing/promotional opportunities.

Proposer DM Rawlings

Second Cllr Eastham

Vote – 4 in favour

It was **resolved** 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.

Proposer Mayor Berryman

Seconded Cllr Henderson

Vote – 4 in favour

The meeting closed 19.25pm

Chair

Date