



**Lostwithiel Town Council
Community Levelling Up Programme Committee Meeting
will be held
on
Thursday 04 December 2025
at
Lostwithiel Library at 3pm**

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 Council business will be managed with this pledge in mind.

Under the Local Government Act 1972 Sch 12 10(2)(b), Council is unable to make any decisions on matters not listed on the agenda.

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 (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
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 CLUP Committee meeting held on 27 August 2025
5. CLUP project sign off – to note that following remain outstanding
 - E12 Improved Engagement volunteers
6. CLUP – to receive an update on room bookings and to agree an action plan to improve bookings.
7. CLUP Contractor snagging – to receive an update.

8. Post CLUP & Feasibility report – to make recommendations to Council to drive forward projects to address the top floor of Edgcumbe House and the under utilisation of the top floor of the library.
9. CLUP Committee – to agree 25/26 budget figures for this Committee/objectives of agenda item 8.

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. Coulson Room/Office 1 licence – to formally agree the terms of the licence previously circulated and to note if received any comments/feedback requested amendments from the Licensee.

S Harris

Mrs S Harris

Town Clerk

20 November 2025