



**Lostwithiel Town Council
Community Levelling Up Programme Committee Meeting
Thursday 04 December 2025**

Meeting Minutes

A meeting of Lostwithiel Town Council's Community Levelling Up Programme Committee was held in Lostwithiel Library on Thursday 04 December at 3pm.

Committee Members present

Committee Chair DM Rawlings, Committee Vice-Chair Cllr Henderson, Mayor Berryman & Councillor Eastham.

In attendance

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

CLUP19/25 Apologies

None

CLUP20/25 Declarations of Interest

None.

CLUP21/25 Public Participation

None.

CLUP22/25 Minutes 27 August 25

It was **resolved** that the minutes of the CLUP Committee meeting held on Wednesday 27 August 25 are accepted, approved and duly signed by Committee Chair DM Rawlings.

Proposer Cllr Henderson

Seconder Mayor Berryman

Vote – 4 in favour.

CLUP23/25 CLUP project sign off

It was noted by the Committee that the Clerk had not included some volunteers on the draft list. It was **resolved** to agree the additions and that a figure of 46 should be submitted to Cornwall Council.

Proposer DM Rawlings

Seconder Mayor Berryman

Vote – 4 in favour.

CLUP24/25 CLUP – room booking action plan

It was **resolved** to ask the office to do another room promotion early in the New Year and to request from Council £2,500 for a professional marketing budget.

Proposer Cllr Eastham

Seconder DM Rawlings

Vote – 4 in favour.

In the interim the Clerk was asked to check if any of the following would be useful:-

Chamber of Commerce, Federation of Small Businesses, Outset Cornwall, Spotlight launch party, Lostwithiel newsletter full page every month promoting the Town Council.

CLUP25/25 CLUP – Contractor snagging list

It was **resolved** that the list is noted by the Committee and that the clerk is instructed to provide the Committee with regular updates on progress.

Proposer DM Rawlings

Seconder Cllr Henderson

Vote – 4 in favour.

CLUP26/25 Post CLUP & Feasibility report

It was **resolved** to ask Council for a budget of £8,000 to support work to take forward the recommendations of the Poynton Bradbury Feasibility Report. (Noting that the Committee intended to submit an application to

AHF for match funding.) It was also noted that works should be progressed for the top floor of Edgcumbe House and plans should be developed for the first floor of the Library.

Proposer Mayor Berryman

Seconded Cllr Henderson

Vote – 3 in favour

CLUP27/25 Committee Budget

It was **resolved** to ask Council for:-

£2,500 professional marketing budget

£8,000 Feasibility Report recommendations.

Proposer Cllr Henderson

Seconded 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 16.40

Chair

Date