

Lostwithiel Town Team - Tuesday 19 April 2022

A Meeting of the Lostwithiel Town Team was held on Tuesday 19 April at 7pm at Lostwithiel Library.

TT009/2022 Town Team membership

Michelle Nineham joined the Town Team as a representative of Really Lovely Projects and Lostwithiel Business Group.

TT010/2022 Apologies

Apologies were received and accepted from the following Town Team Members - Matt Guy, Pam Jarrett & John Scott.

Apologies were also received from Jeff Pearce & Dai Sweeney who both hope to join the Town Team.

TT011/2022 Minutes

The minutes were approved by a unanimous vote and signed by Town Team Chair Phil Wisdom.

TT012/2022 Town Team website

The specification provided was considered by TT members. It was decided by unanimous vote to approve the specification provided and to ask the Town Council to consider meeting the cost and all ongoing costs.

TT013/2022 Cornwall Council Town Vitality Grant –

Heritage Buildings draft deliverables

- a) The revised draft deliverables following last month's meeting were agreed by the TT along with a number of further revisions.
- b) The revised draft deliverables submitted by Ian Gillett were discussed by the TT. Whilst it was decided that the drafted text would not replace the two paragraphs as suggested the

discussion did draw out further proposed amendments for the draft deliverables document.

TT014/2022 Cornwall Council Town Vitality Grant – Heritage Buildings

It was decided that the Town clerk should circulate to TT Members present the final draft of the revised project deliverables prior to the document being forwarded to Cornwall Council for consideration.

TT015/2022 Cornwall Council Town Vitality Grant Offer- Sustainable Traffic & Travel Plan

It was decided that the Town Team did not wish to request any amendments and that the Town Council should be asked to sign the Grant Offer paperwork as written.

TT016/2022 Projected project timelines

It was decided that the Town Clerk should be asked to prepare draft Gant charts for next month's meeting and that these charts should be made available on the TT website and to the appointed consultants.

TT017/2022 Procurement

The Town Clerk gave an overview of the Town Council's procurement procedures. The TT considered and decided that offering the tender value on a range may be beneficial and warranted further discussion. The TT also discussed if it would be possible to access Cornwall Council's approved contractor list for the type of projects that are being undertaken and in relation to the Transport project what statistical information can be made available to the appointed contractor from D&C Police & Cormac.

TT018/2022 Items for next agenda

1. Website landing page
2. Terms of reference – reduce quorum
3. Heritage Buildings deliverables
4. Procurement
5. Change of meeting dates
6. Project Gant charts

The meeting closed at 9.15pm.

Chairman

Date