

Lostwithiel Town Team
Tuesday 18 October 2022
Lostwithiel Library
7pm

1. Apologies – to receive any apologies.
2. Minutes – to receive the minutes of the meeting held on 20 September 2022 having previously been circulated and taken as read.
3. To formally invite and list any new Town Team members including any requests to represent a Town organisation.
4. To formally note that the Town Council has decided that whilst it is happy to continue to provide the library as a free meeting room for the Town Team and cover minimal Town Team website administration charges it will no longer provide free administration support to the Town Team after delivery of the Town Vitality Projects.
5. Town Team website – to note the website is now live
6. Heritage Buildings Project -to note the number of tenders received.
7. Items for the next agenda.

Confidential Session

8. Sustainable Transport Project – to consider feedback & recommendations from the interview panel.
9. Sustainable Transport Project – to nominate a successful tender and to authorise the notification of contract award.

10. Heritage Buildings Project Interview format – to discuss and agree the interview format as submitted by the interview panel.
11. Heritage Buildings Interview questions – to discuss and agree the interview questions as submitted by the interview panel.
12. Project retentions & financial penalties for failure to deliver projects within the specified timeframe – to discuss further following the Sustainable Transport consultant appointment.