

**Lostwithiel Town Team**  
**Tuesday 30 November 2022**  
**Lostwithiel Library**  
**7pm**

1. Apologies – to receive any apologies.
2. Minutes – to receive the minutes of the meeting held on 18 October 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. Town Team website – to note the website is now live and to receive any suggestions/recommendations.
5. Town Team Terms of Reference – to consider, in light of the reduction in membership, reducing the current quorum requirement from 6 Members.
6. Items for the next agenda.

Confidential Session

7. Heritage Buildings Project – to nominate a successful tender and to authorise the notification of contract award.
8. Sustainable Transport Project – to note the correspondence received and to agree, in accordance with the Terms of Reference how the Contract sub management group should proceed.