

Lostwithiel Town Team – Tuesday 20 September 2022

A meeting of the Lostwithiel Town Team was held on Tuesday 20 September 2022 at 7pm at Lostwithiel Library.

Town Team members in attendance were: -

Chair Councillor Phil Wisdom	Vice Chair Sarah Preece
Councillor Chrissie Anders	Councillor David Guiterman
Michelle Nineham	Mark Pearson
John Scott	Julie Tamblin
& Christine Walton	

TT068/2022 Apologies

Apologies were received and accepted from: -
Councillor Matt Guy, Councillor Pam Jarrett & Jeff Pearce.

TT069/2022 Minutes

The minutes of the meetings held on 16 August were approved and signed by Town Team Chair Phil Wisdom. It was noted that the minutes of 09 August had been annotated with an amendment agreed on 16 August 2022 namely a revised text for Q6. This enabled the minutes of the meetings held on 09 August to also be approved by the Town Team and signed by Town Team Chair Phil Wisdom.

TT070/2022 Town Team membership

No applications were received.

TT071/2022 Town Team resignations

It was noted by the Town Team that both Dai Sweeney & Pam Jarrett have resigned. Chair Phil Wisdom offered to write to both to thank them for their contributions, this offer was accepted by the Town Team.

TT072/2022 Town Team website

The clerk was asked to arrange for the text on both the Sustainable Traffic & About the Town Team pages to be amended from 'It has been identified by the Town Team that the economy of the town is being strangled by the lack of parking.... to 'It has been identified that parking is an issue and a greener more holistic traffic and transport plan needs to be devised for Lostwithiel.' It was agreed that after this amendment had been made and the extra 'warts and all' Edgcumbe House photos had been uploaded the Town Clerk should ask for the new Town Team website to go 'live'.

TT073/2022 Sustainable Transport Project

It was noted by the Town Team that 6 tenders were received. The Interview panel met earlier in the day to consider the redacted tenders and tenders 3,4 & 6 have been shortlisted for interview. It was agreed that the interview times should be 10.30 – 12, 12.30 – 14.00 & 14.30 – 16.00, interviewees should be advised that a projector screen will be available and asked not to arrive more than 10 minutes before their interview time. It was agreed that the interview panel would submit to the Clerk their Shortlisting Table and reasons in order that the 6 applicants can be notified as soon as possible of the decisions taken.

TT074/2022 Heritage Buildings Project – Interview panel/Contract sub management group

- a) It was decided that this meeting should be held on either Tuesday 27 September 7pm – 9pm or Friday 07 October 2pm-4pm. Interview panel members were asked to check their diaries and advise the Clerk of their respective preferences. It was also agreed that as the Clerk had not had a response from Rod, Julie's offer to take Dai's place was accepted.
- b) It was agreed that the shortlisting meeting would take place on Thursday 27 October at 7pm.
- c) It was agreed that Chair Councillor Phil Wisdom &

Councillor David Guiterman would witness the opening of the tenders at 10am on Friday 14 October 2022.

TT075/2022 Heritage Buildings Project Interview

panel/Contract sub management group Terms of Reference

It was decided that no extra paragraphs or amendments were needed and that the Terms of Reference for this group should be the same as the Terms of Reference for the Sustainable Transport group.

TT076/2022 Items for next agenda

None

The meeting closed at 8.30pm.

Chairman

Date