



**Lostwithiel Town Council
Community Levelling Up Programme Committee Meeting
Thursday 23 January 2025**

Meeting Minutes

A meeting of Lostwithiel Town Council's Community Levelling Up Programme Committee was held in Lostwithiel Library on Thursday 23 January 2025 at 5pm.

Committee Members present

Chair Cllr Rawlings, Vice Chair Cllr Berryman, Mayor Henderson & Councillor Henderson.

In attendance

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

CLUP39/24 Apologies

Apologies were received and accepted from Cllr Ross.

CLUP40/24 Declarations of Interest

None.

CLUP41/24 Public Participation

None

CLUP42/24 Minutes 16 January 25

It was **resolved** that the minutes of the CLUP Committee meeting held on Thursday 16 January 25 are accepted, approved and duly signed by Committee Chair Cllr Rawlings.

Proposer Mayor Henderson

Seconder Cllr Berryman

Vote – 4 in favour

CLUP43/24 CLUP – Council surveyor report

Committee Members noted that the clerk had contacted Scott & Co regarding the following:-

Edgcumbe

Toilet tiles, toilet roll holders

Roof

Nuki locks

Building clean and handover

Guildhall

Connection of wi-fi

Four electric sockets

Nuki locks

Building clean and handover

Taprell House

Price to investigate roof leak

CLUP44/24 CLUP – outstanding works

Committee Members expressed concern regarding the works still outstanding given the project end date is 31 January 2025. The clerk was instructed to arrange a further onsite meeting with Chris Hunter as early as possible next week.

CLUP45/24 CLUP – public realm

The Committee was reminded that the project budget for the public realm areas is £1050.

The Walter Bailey invoice for the items agreed at the last meeting is £888.90.

Cllr Berryman advised that Fowey Town Council had very kindly agreed to give to the Council two black and gold planters they no longer use. It was

decided that these two four foot planters should be positioned outside the Guildhall.

Mayor Henderson advised that she had met representatives of Duchy Nurseries in Taprell courtyard. They had advised on plant species for the area based on it's limited light and the various positions of the planters. It was **resolved** to order another bag of chippings and a further 15 bags of compost from Walter Bailey, 2 x picnic benches from Duchy Timber (maximum budget £500) and plants from Duchy Nurseries to the value of £500.-

Proposer Mayor Henderson

Secunder Cllr Rawlings

Vote – 4 in favour

CLUP46/24 Draft Branding & Marketing strategy.

The Committee considered the further update regarding the limitations of the Lemon booking system for block bookings. Despite the need for manual block booking refunds the Committee expressed the preference to go forward with Lemon.

CLUP47/24 Project purchase updates & project budget

The Committee **resolved** to order new stair nosings for the two top flights of stairs at a cost of £787.

Proposer Cllr Henderson

Secunder Mayor Henderson

Vote – 4 in favour

CLUP48/24 Next meeting.

It was agreed that the Committee's next meeting would be on Thursday 30 January at 5pm.

The meeting closed 6.30pm

Chair

Date