

LISKEARD TOWN COUNCIL

The **MINUTES** of the **MEETING** of **LISKEARD TOWN COUNCIL** held in the Council Chamber on Tuesday 20 January 2015 at 7.30 pm

PRESENT

The Mayor - Councillor Phil Seeva - in the Chair

The Deputy Mayor - Councillor Jane Pascoe

Councillors: Rachel Brooks, Ian Goldsworthy, Sally Hawken, Adam Hodgkins, Roger Holmes, Sue Pike, Joe Poulson, Tony Powell, Anne Purdon, James Shrubsole, Lorna Shrubsole and Hella Tovar

Town Clerk - Steve Vinson

Minute Clerk- Stuart Houghton

Mayor's Chaplain - The Reverend Mark Pengelly

Members of the Public - Denise Larner and David Orr

Member of the Press - Viv Twornicki

Before the commencement of the meeting, the Mayor welcomed Councillor Poulson to the Council, and invited his Chaplin to lead with prayers.

The Mayor then convened the Council and informed as to Housekeeping matters and announced that the meeting would be recorded.

593/14 OPEN SESSION

The Mayor asked if any members of the public wished to address the meeting.

Neither wanted to take this opportunity, at this time.

594/14 APOLOGIES

Apologies were received from Councillor Christina Whitty and Cornwall Councillor Mike George.

595/14 DECLARATIONS OF INTERESTS, REGISTERABLE AND NON REGISTERABLE

Councillors Hodgkins, Brooks, Hawken and the Deputy Mayor declared a non registrable interest in Agenda item 14, Town Centre Partnership, Interim Arrangements.

596/14 MAYOR'S REMARKS

The Mayor commented that he was refreshed after the Christmas break and hoped that all Councillors felt the same. He, and his family, had visited seven retirement homes and had an uplifting experience. It was something he would not have done if he had not been the Mayor, and was impressed by the way the different establishments complemented each other with the services provided and the warm and homely feelings they generated, although it was a challenge for a seven year old to understand the need for these services.

The visits had made him realise that the residents appreciated that it was "The Mayor," as a figurehead, who had made the visits.

He had attended four other events and had awarded certificates, for the British Heart Foundation Swimathon, to some Councillors who had taken part in the event.

Looking forward there would be a Civic Service at the Wesley Chapel on 1 February 2015. The Council would not process to this service.

He then reported that he had turned down an invitation to an event; he had been asked to sing, read a poem or juggle.

597/14 MINUTES OF THE MEETING OF THE TOWN COUNCIL HELD ON 16 DECEMBER 2014

Councillor Powell stated that he had not been included in the members attending the meeting.

The Mayor proposed, Councillor Hodgkins seconded and the Council **RESOLVED** that the Minutes of the Meeting of the Town Council, held on Tuesday 16 December 2014, be adopted with the above amendment.

598/14 CLERK'S REPORT

All items had been included on the Agenda for the meeting.

599/14 COMMITTEE REPORTS

a) PLANNING COMMITTEE HELD ON TUESDAY 16 DECEMBER 2014

The Deputy Mayor proposed, Councillor Purdon seconded and the Council **RESOLVED** to adopt the Minutes of the Planning Committee Meeting held on Tuesday 16 December 2014.

In response to a question, the Town Clerk responded that he was making enquiries to determine the new owner of the Taylor's Garage site.

b) PLANNING COMMITTEE HELD ON TUESDAY 6 JANUARY 2015

The Deputy Mayor proposed, Councillor J. Shrubsole seconded and the Council **RESOLVED** to adopt the Minutes of the Planning Committee Meeting held on Tuesday 6 January 2015.

c) COMMUNICATION & ENGAGEMENT COMMITTEE HELD ON TUESDAY 6 JANUARY 2015

Councillor Brooks proposed, the Deputy Mayor seconded and the Council **RESOLVED** to adopt the Minutes of the Communication and Engagement Committee Meeting held on Tuesday 6 January 2015.

In response to a question, Councillor Brooks replied the reference to brown tourist signs was for a new sign on the approach to the Town from the A38 Plymouth direction which would comply with the requirements of the Highways Agency.

d) PROPERTY COMMITTEE MEETING TUESDAY 13 JANUARY 2015

Councillor Pike commented that she had been included in the list of attendees but had not been there.

Councillor Goldsworthy proposed, Councillor Hodgkins seconded and the Council **RESOLVED** to adopt the Minutes of the Property Committee Meeting held on Tuesday 13 January 2015, with the above amendment.

e) FINANCE COMMITTEE MEETING TUESDAY 13 JANUARY 2015

The Mayor proposed, Councillor Tovar seconded and the Council **RESOLVED** to adopt the Minutes of the Finance Committee Meeting held on Tuesday 13 January 2015.

In response to a question, the Mayor stated that the costings for the maps and hanging baskets would be included in the Precept discussion.

600/14 RESPONSE TO THE ST. CLEER NEIGHBOURHOOD PLAN 2015/2030

The Town Clerk stated that this had been included in his report which had been circulated, and a copy was available for inspection on the back table.

Councillor J. Shrubsole stated that the Liskeard Neighbourhood Plan team had seen the Plan and their response was included in the Town Clerk's report.

Councillor J. Shrubsole proposed, the Deputy Mayor seconded and the Council **RESOLVED** to **ADOPT** the Town Clerks report as the Town Councils response to the St. Cleer Neighbourhood Plan.

Councillor J. Shrubsole took this opportunity to report on the progress of this Council's Neighbourhood Plan.

The consultation report, compiled by Plymouth University, had been received; details were on the NP Website. Training, funded by a Locality Grant, had been completed and the working groups formed.

601/14 BUDGET SETTING & PRECEPT SETTING 2015/2016

The Mayor introduced this item; there had been many Committee meetings to discuss and agree the proposals.

The proposed budget would offset the reduction of the Council Support Grant, enable the Council to fulfil the desires of the residents of Liskeard, would make the Town more attractive and inviting, and would help to reduce the future expenditure of the Council.

Councillor Hawken proposed, Councillor Brooks seconded and the Council **RESOLVED** to **ADOPT** Budget Option 2, at £381621, for the year 2015/2016.

1 Councillor voted against the motion and 1 abstained.

602/14 SETTING OBJECTIVES - FORWARD PLAN

The Mayor stated that this was advance notice for this subject; he wanted Members to think about items that the Council could adopt over the next four years. Papers would be circulated for Councillors to bring their ideas to the February meeting of the Council.

603/14 CORNWALL COUNCIL CAR PARKING CONSULTATION

Councillor Hawken was asked to introduce this item. She reported that Cornwall Council had a current consultation, for increased car park charges running, which finished on 30 January 2015;

- a collective response to Cornwall Council would have more impact than many individual returns.
- the proposal had been discussed with many residents and many understood the needs.
- most people wanted a 1 hour charge period and the cost for the 2 hour charge reduced.
- the £1 all day Saturday charge to remain, and the £1 all day at Rapsons for workers retained.
- comment had been received that people would return to on street parking if the daily charge at Rapsons was increased.
- details of the consultation were available on the Cornwall Council Website, a paper copy was available at the Town Council office
- the support of the local media to publicise this subject would be invaluable.

Councillor Powell was concerned about the increased charges, historically they had been increased and the Town had lost the free half hour parking facility. There was also a proposal for £0 Car Tax Blue Badge holders to have to pay for parking. This

was hitting the most vulnerable residents. He did not agree with Cornwall Council's reasons for this as the CSO's had to wait by the vehicle for ten minutes if issuing a penalty notice, in this time a check on the vehicles tax status could be made. This proposal would increase on street parking.

Following the discussion the Mayor announced that he proposed to form a small working group to gather the requirements of the Council for this item.

604/14 TOWN CENTRE PARTNERSHIP - INTERIM ARRANGEMENTS

The Town Clerk informed the Council that those members who had declared an interest in this matter could stay to hear the outline of the proposal, but must leave the meeting before the debate and vote.

He continued that he had sought advice from CALC, and they advised that the Town Council was not an accountable body, but could hold a temporary contract for the employment of the Town Centre Coordinator.

The Chairman of the Town Centre Partnership, David Orr, was invited to address the Council. He said that the Partnership had many plans and that the reason they were asking the Town Council to take this action, was to continue the projects that were in operation, this would prevent a pause in these services. They were not asking the Council to employ the Coordinator, they were asking the Council to hold a contract. There would be no risk to the Council as the Partnership had the money to cover the cost of the Contract. This could be deposited in the Town Council's bank. In answer to questions he replied;

- Cornwall Council no longer wished to act as the Accountable Body. It was suggested that the person performing this function had been reassigned
- It was anticipated that the additional work that they thought the Town Council's staff would have to deal with would be one invoice a month as the Business Plan was already in place

At this point, 8.57 pm, Councillors Brooks, Hodgkins, Hawken and the Deputy Mayor left the meeting.

The Mayor said that the proposal was for the Town Council to act as the Accountable Body for the Town Centre Partnership for up to three months. Councillors commented;

- Cornwall Council were already the accountable Body for the Portas Town Team Scheme, why could they not continue with this role?
- Break and performance clauses would need to be included in any agreement to protect the Town Council
- Risk assessments should be made to ensure the Town Council was not exposed to any risk
- Could there be a future conflict of interests if the Town Council took this role?
- This was a chance for the Town Council to stand up and promote the Town
- The setting up of the CIC had been delayed whilst sufficient directors were enrolled, they were now all on board

- If all arrangements were now in place to form the CIC, then the Partnership should not employ the Coordinator until the CIC was in operation
- There would not be a financial risk to the Town Council if monies were deposited into its account to cover any costs
- Was this proposal just to save Cornwall Council work?
- What were Cornwall Council's reasons for not continuing as the Accountable Body?
- The proposal consisted of two parts the need for an Accountable Body and the need to operate the Contract for the Town Centre Coordinator

Councillor Powell proposed, Councillor Goldsworthy seconded and the Council **RESOLVED** that the Town Council would hold the contract for the Town Centre Coordinator until the 31 March 2015, and that Cornwall Council should continue to act as the Accountable Body for the Town Centre Partnership.

Nine Councillors voted for the proposal, one against.

Councillors Brooks, Hodgkins, Hawken and the Deputy Mayor returned to the meeting at 9.23 pm.

605/14 ESTABLISHMENT OF THE DEVOLUTION WORKING GROUP

The Town Clerk had included the introduction to this item in his report.

The Mayor said that the intention was to set up a small working group to deal with this subject and suggested that the Mayor, the Deputy Mayor and Committee Chairs formed the basis for the group, and invited Councillors to inform the Town Clerk, by the end of the week, if they would be interested in joining the group. Councillors commented;

- All Councillors should be eligible to be a member of the group
- If a Councillor elected to be a member of the group, that Councillor should be committed and attend all meetings, not to drift in and out as it suited
- Individuals might have circumstances that prevented their attendance
- The group would report to the Finance and Strategy Committee as this would be setting the Councils strategy
- If all Councillors became members of the group it would become unworkable

The Town Clerk was asked to discuss with Saltash Council how they had addressed this subject.

606/14 CORNWALL COUNCIL PLANNING DECISIONS FOR INFORMATION ONLY

The Planning Decisions, as circulated, were noted.

**607/14 ACCOUNTS – TO APPROVE ACCOUNTS FOR PAYMENT AS PER
ADDENDUM NO 2 – AS CIRCULATED**

A declaration of Interest was expressed by Councillor Goldsworthy in item 101425.

It was **RESOLVED** to accept the accounts for payment.

608/14 OTHER REPORTS

None.

609/14 CORRESPONDENCE

None.

610/14 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960

Pursuant to Section 1(2) of the Public Bodies (admission to meetings) Act 1960 and having regard to the confidential nature of the business to be discussed, it was **RESOLVED** that the Press and Public be excluded from the meeting for the following item of Business.

The Minutes and the Confidential minute of the Staff Committee Meetings Monday 12 January 2015.

611/14 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960

Pursuant to Public Bodies (admission to meetings) Act 1960 it was **RESOLVED** that the members of the Press and Public be re-admitted to the Meeting.

It was **RESOLVED** to accept the recommendations made in closed session that:

The Minutes and Confidential minutes of the Staff Committee meeting held on Monday 12 January 2015 be adopted.

612/14 DATE OF NEXT MEETING

The next meeting of the Town Council would be on Tuesday 17 February 2015 at 7.30 pm in the Council Chamber, Public Hall, West Street, Liskeard.

10. Response to the St Cleer Neighbourhood Development Plan 2015-2030

Background We have been consulted on the draft St Cleer Neighbourhood Development Plan 2015-2030. This is a one of a number of neighbouring Parishes within the same Community Network Area as Liskeard and with which we share residential and employment figures.

A meeting was held with the Liskeard Neighbourhood Plan team which considered the St Cleer Neighbourhood Development Plan largely from the perspective of its impact in Liskeard. The response of the Town Council which is requested by 23rd January is recommended to be based upon the considerations of the Liskeard Neighbourhood Plan team which were:

- Thank St Cleer for the consultation which has been entered into with our Neighbourhood Plan team in an open and productive way.
- World Heritage Site – their plan also seeks to safeguard the links between Liskeard and the Moor along the route of the old Caradon railway.
- Housing – they have used brownfield sites where possible and contributed positively to the Community Network Area residential targets.
- Employment – they have contributed positively to the employment target for the Community Network Area. The St Cleer Water Treatment Works site might benefit from a site specific development policy. With both the Water Treatment Works and the former Horizon Farms sites consideration should be given to extending the range of B use class activities from B2 to B1 and B8. This should be more useful to local businesses and make the development sites more commercially attractive to an investor.
- Design and sustainability standards – well written section especially regarding renewable energy.

RECOMMENDATION: That the above be adopted as the Town Council response to the St Cleer Neighbourhood Development Plan 2015-2030 consultation.



Liskeard Town Centre Partnership position January 2015

The Town Centre Partnership (TCP) is an alliance of Liskeard businesses and retailers with town centre interest stakeholders including Liskeard School and Community College. It succeeds the Town Team. It was set up primarily to oversee the appointment of a town centre Coordinator to assist the town in running the parking voucher scheme, marketing the town, coordinating events and initiatives and monitoring and liaising with various parties on improving the empty shop situation. The TCP anticipates appointing a Coordinator on a 12 month contract using the remaining funds from the Town Team.

The story so far

- Sept/Oct 2014: first meetings to agree Terms of Reference and a coordinator specification
- Nov 2014: agreed and placed advertising for contractor
- Dec. 2014: commenced formation of a CIC (LTP trading company), shortlisted candidates applying (7 to 3). CiC set up delayed due to resources in team to gather relevant information and some partners not wishing to be trading directors.
- Jan 2015: interviewed 3 candidates, selected contractor (informed winner that we are minded to appoint subject to contract, proof of PI cover and references, until we have set up a body capable of employing them).

The unfortunate CIC set up delay means that whilst we have a ready and willing contractor for Coordinator, we cannot appoint until the CiC is in place. This may take until the end of February to mid March 2015 to complete.

Request for Town Council to temporarily hold the Coordinator contract

In the transition the TCP are respectfully asking the Town Council to act as accountable body employer for the contract for the Town Centre Coordinator, only until the TCP CiC is set up, whereupon the TC could then assign the contract to the TCP. Under this arrangement the selected contractor would be able to commence the specified works immediately and protect the interests of some of the critical issues facing the town centre including the parking voucher scheme. The TCP board would manage the work of the contractor. The TCP would encourage a TC member to sit on the TCP board to oversee the TC interest. It would also allow the coordinator and TCP to get the draft Business Plan agreed and get relevant plans in place in ready for the spring.

The TC would face minimal financial or contractual risk. The appointment would be funded by the Town Team Portas Pilot funds. The Town Team is asked to endorse this approach in its handover of its final Pilot money to the TCP. Cornwall Council, the accountable body for the Town Team, would be willing to transfer this responsibility to the Town Council. The contract has a set specification and the programme will be reviewed monthly by the TCP board. The terms of the appointment allow for the contract to be terminated for non-performance.

The Coordinator is aware that we are requesting this are willing to work within this arrangement.

Town Centre Partnership
15 January 2015