

# Liskeard Town Council

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Mr S Vinson  
Town Clerk  
3/5 West Street  
Liskeard  
PL14 6BW

19<sup>th</sup> April 2023

**A MEETING of the TOWN COUNCIL will be held in the  
Emily Hobhouse Room at 7.30 pm on TUESDAY 25<sup>th</sup> APRIL 2023**

The Mayor and the Mayor's Chaplain invite Members and others taking part in the meeting to join them in prayer after which:

## **AGENDA**

- 1. Apologies**
- 2. Declarations of Members' interests Registerable and Non-Registerable**
- 3. Mayor's Remarks**
- 4. To receive and approve the attached minutes of the 28<sup>th</sup> March 2023 Council meeting**
- 5. Public Participation** – Ben Warwick-Potthurst – Leader of the Liskeard Thought I Couldn't Sing TICS – (see agenda item 6.a.) – Nic Early – Artistic Manager / Manager Caradon Youth Theatre – (see agenda item 6.b.) - Peter Woodward – Volunteer Centre Director – STERTS Arts and Environmental Centre (see agenda item 6.c.) - Sandra Haynes – Group Leader Power Runs Cornwall (see agenda 6.d.)
- 6. Grant Applications.** – a. Liskeard Thought I Couldn't Sing (TICS) – Application for £119.60 towards the cost of hiring the Public Hall to stage a concert to raise food donations to the Foodbank. b. Caradon Youth Theatre – Application for £500 towards the cost of a £9,000 event including the hire of the Public Hall for a week in the May/June half term live theatre performance involving young people as the performers and producers. c. Sterts Arts and Environmental Centre – Ideally, £5,000 towards the cost of a £55,800. "The Beast of Bodmin Moor" piece of Community Theatre to be performed in 2024. d). Power Runs Cornwall (Liskeard group) – To fund another Group Leader to becoming qualified £190 and to fund further discounted group branded T-Shirts for the increased participant numbers £160 (Total £350).
- 7. Town Clerk's Update** – None.
- 8. Committee Meetings – To Approve the Minutes:** -
  - a. To note the minutes and ratify the decisions of the Planning Committee held on the 20<sup>th</sup> March 2023.
- 9. RFO Reports** – (for information – balances, precept, internal controls and Cattle Market Makers financial update.)
- 10. Budget Monitoring 2022/23.** – To receive and accept a budget report to 31 March 2023 for monitoring purposes.

11. **Schedule of Payments** – To receive and approve the schedule of payments.
12. **Annual Review of the effectiveness of Internal Controls and Risk Management Arrangements 2022/2023** – To review the effectiveness of internal controls and risk management arrangements for 2022/2023 and consider any additional action required.
13. **Treasury Management Strategy 2023/2024** – To review and approve the Treasury Management Strategy 2023/2024.
14. **Reserves Policy** – To review and approve the Reserves Policy.
15. **Grant Policy and Application Form Review (attached)** – To adopt the attached grant policy and application form.
16. **Armed Forces Covenant (attached a. draft Town Council version and b. Statutory Guidance)** – To authorise the Town Clerk to sign the attached covenant on behalf of the Town Council to commit to uphold the Armed Forces Covenant and support the Armed Forces Community.
17. **Defence Employer Recognition Scheme (ERS) – Bronze Award** – Subject to the Council having earlier agreed to enter into the Armed Forces Covenant, to approve that the Council work as a Bronze Award Employer by promoting being armed forces-friendly and being open to employing reservists, armed forces veterans (including the wounded, injured and sick), cadet instructors and military spouses/partners and the use of the supporting logos etc.
18. **Cornwall Council Consultation on Public Space Protection Order (Alcohol Consumption) (attachments letter & questionnaire)** – To support the renewal of the Order for the period 1<sup>st</sup> October 2023 – 1<sup>st</sup> October 2026 and support the responses included in the questionnaire.
19. **Work Nest Staff Policies and Handbook** – To note that as part of the existing contract Work Nest are conducting a periodic review of the current staff policies and procedures including the Staff Handbook.
20. **Cornwall Councillor Updates-**
21. **Cornwall Council Planning Decisions** – as per addendum
22. **Correspondence** – None at the time of writing.
23. **Date of next Town Council Meeting** – Mayor Choosing - 18<sup>th</sup> May 2023 at 7.30 pm. 30<sup>th</sup> May 2023 Town Council at 7.30 pm.

**PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 Pursuant to Section (2) of the Public Bodies (admission to meetings) Act 1960 and having regard to the confidential nature of the businesses to be discussed, the Press and Public be excluded from the meeting for the following items of business.**

24. **Coronation Celebrations Illumination – Update (Minute 573/22 – 28th March 2023 Council) – To receive 3 quotes and consider for approval one of them for the installation of equipment to illuminate the Guildhall, Fountain and Webb’s House. (To note that in the available timescales, it was not possible to greater range of options including permanent lighting).** To approve supporting the Liskeard Lights Up putting up and taking down of the bunting with a contribution of up to £100 towards the refreshments for the

group. To approve a contribution of £155 to the Liskeard Scouts for the provision of First Aid cover during the Coronation celebrations.

- 25. Roundbury - Demand and Implementation Assessment for the Provision of Sports Pitches and Related Recreational Facilities (Geophysical Survey – Interpretation Report when received from the Specialist Contractor)** - To receive and consider the report and relevant feedback, if any, and progress to the next stage with the main Contractor.
- 26. Appraisals and Salaries** – To note completion of the staff appraisals and the staff salary and spinal points and hours contracted.
- 27. Liskeard Redevelopment Working Group** – To note the minutes of the 12<sup>th</sup> April 2023 meeting

*Steve Vinson*  
Town Clerk