

Liskeard Town Council

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Mr S Vinson
Town Clerk
3/5 West Street
Liskeard
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23rd May 2023

**A MEETING of the TOWN COUNCIL will be held in the Emily Hobhouse Room at
7.30 pm on TUESDAY 30TH MAY 2023**

The Mayor and the stand in Mayor's Chaplain will 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** – To include confirming there are no conflicts of interest with the new external auditor BDO LLP
- 3. Mayor's Remarks**
- 4. To receive and approve the attached minutes of the 25th April 2023 Council meeting**
- 5. Public Participation** – Peter Woodward – Volunteer Centre Director – STERTS Arts and Environmental Centre (see agenda item 6.)
- 6. Grant Application.** – 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.
- 7. Town Clerk's Update**
- 8. Committee Meetings – To Approve the Minutes: -**
 - a. To note the minutes of the Facilities Committee held on the 21st March 2023.
 - b. To note the minutes and ratify the decisions of the Planning Committee held on the 17th April 2023.
 - c. To note the minutes of the Communications & Engagement Committee held on the 11th May 2023.
 - d. To note the minutes and ratify the decisions of the Planning Committee held on the 15th May 2023.
 - e. To note the minutes of the Facilities Committee held on the 16th May 2023.
- 9. RFO Reports** – (for information – bank balances, Cattle Market Makers project financial update.)

10. **Trust Report** – To receive and accept a report on the trusts administered by the Town Council.
 11. **Internal Auditors Report** – To receive, consider and accept the Internal Auditors report.
 12. **Annual Governance Statement 2022/2023** – To respond to each of the nine statements of the Annual Governance Statement (Section 1 – Page 4).
 13. **Accounting Statement 2022/2023** – To consider and approve the Accounting Statements for 2022/2023 signed by the RFO (Section 2 – page 5).
 14. **Schedule of Payments** – To review and approve the Schedule of Payments.
 15. **Project Plan Template** – To approve the template as the format for all new ideas/projects to be presented to Council or Committee.
 16. **Grant Policy and Application Form Review (attached)** – To adopt the attached grant policy and application form.
 17. **Cornwall Council – Liskeard & Looe / Cornwall Gateway Community Area Partnership – Launch 6th June 2023 (Briefing attached)** – To note the change to the structure and activities and provide 3 priorities for future working and nominate a reserve.
 18. **Cornwall Council – Castle Park – Devolution. (attachments)** – To note the receipt of a response from Cornwall Council’s Solicitors. To note and support the comments of the Town Council’s solicitor and our provisional observations.
 19. **Work Nest Staff Handbook Review (attached)** – To adopt 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** – 27th June 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 item of business.**
24. **Grant Application – Sterts Arts and Environmental Centre (2022 Accounts – Commercial in Confidence)** – To consider the request for grant agenda item 6.

Steve Vinson
Town Clerk