

Liskeard Town Council

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Mr S Vinson
Town Clerk
3/5 West Street
Liskeard
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23rd September 2026

**A MEETING of the TOWN COUNCIL will be held in the EMILY HOBHOUSE ROOM
at 7.30 pm on TUESDAY 29th SEPTEMBER 2026**

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 minutes of the 28th July 2026 Council Meeting**
- 5. Public Participation - Police Update (if officers are attending to allow officers to be released for duty)** – Cathy Lake – Assistant Manager & Head of Volunteering, Liskeard Foodbank – (see Agenda Item 6) possible speaker Rachel Harradine - Cornwall Air Ambulance Trust - (see agenda items 6.a.) – Chris Piper – Founder and Managing Director of the "Chaos to control" Community Interest Company (CIC) (see agenda item 6.b.).
- 6. Grant Applications - Liskeard Foodbank 6. (4 attachments 6.) Cornwall Air Ambulance (possible attachment 6.a.) – "Chaos to control Community Interest Company (CIC)" 6.b (attachments)** – 6. Liskeard Foodbank – To support the cost of physical changes (creation of a welcome area and modification of the toilet) in a new property to enable it to be a one stop shop. To request £1,228 (or 75%) of the £1,840 cost. 6.a. Cornwall Air Ambulance Trust - To fund purchase of a piece of equipment (£500 Facial Trauma Kit) to support the operations of the Cornwall Air Ambulance Trust. 6.b "Chaos to control" Community Interest Community (CIC) – To ask for a grant £2,500 (towards a cost of £5,000) to set up a Liskeard Community Early-Support & Capacity Launch project covering reusable community/outreach equipment, digital accessibility and development.
- 7. Town Clerk's Update** – The impact of AI on making more targeted, unwanted marketing approaches (e-mails and phone calls). Recommendation: that the Town Council does not accept speculative marketing instead seeking to procure when needed.
- 8. Committee Meetings – To Approve the Minutes and the Motion:**
 - a.) To note the minutes of the 21st July 2026 Facilities Committee.
 - b.) To note the minutes of the 10th August 2026 Planning Committee.
 - c.) To note the minutes of the 7th September 2026 Planning Committee.

- d.) To note the minutes of the 10th September 2026 Communications & Engagement Committee. Minute 132.f. Councillor Cassidy proposed, Councillor Reid seconded, and the Committee **RESOLVED** to **RECOMMEND** to full council that the Public Hall is made available free of charge for the [Gorsedh Kernow 2027] and associated activities, and that the Mayor and the Events & Communications Officer are Town Council representatives on the working group.
- e.) To note the minutes of the 15th September 2026 Facilities Committee.

9. Liskeard Renewal Partnership (LRP) (attached) – To receive the minutes of the 16th September 2026 meeting.

10. RFO Reports – (for information – bank balances, receipt of precept)

11. Schedule of Payments - To review and approve the Schedule of Payments totalling £150,205.77 gross.

12. Budget Monitoring 2026/2027 – To receive and accept a budget report to 31 July 2026 for monitoring purposes.

13. External Auditor Report and Certificate 2025/2026 (attached) – To receive and accept the External Auditors Report and Certificate 2025/2026.

14. Employee Handbook (attached) – To approve the updated Employee Handbook, including the Enhanced Adoption Support Leave in line with Green Book recommendations.

15. Artificial Intelligence (AI) (attached) – To approve the new AI Policy.

16. Data Protection and Complaints Policy (attached) – To approve the Data Protection and Complaints Policy.

17. Criminal Records Checks Policy (attached) – To approve the updated Criminal Records Checks Policy.

18. Devolution – Cornwall Council – Liskeard Town Council - Rapson's Skate Park / Multi Use Games Area (MUGA) / Rapson's Green Space - Freehold Transfer (attached) – To approve that the Cornwall Council owned Green Space immediately adjacent to the current Cornwall Council owned Rapson's Stake Park / MUGA be progressed for a redesigned replacement Skatepark without necessarily the receipt of a car park in return.

19. UK Government – Local Transport Consolidated Funding – Cornwall Council allocation – To update on the 5th August 2026 meeting with Cornwall Councillor Dan Rogerson the Transport Portfolio holder in discussing the bringing forward the Route 4 Charter Way – Plymouth Road scheme in advance of Route 1 proposals.

20. Town Council Meetings Schedule – Scheme of Delegation (attached) - To consider and approve the alteration of the frequency of Town Council meetings from 12 to 6 per year with enhancements of the Scheme of Delegation to the current Service Committees and the senior leadership team. Also, to commence the holding of 4 Finance and Strategy meetings per year.

- 21. Grants Policy – Revisions (attached)** – To approve the revised Grants Policy as suggested at 28th July 2026 Council meeting.
- 22. Health & Safety Policy (attached)** – To receive and approve the Health & Safety Policy has been prepared by Work Nest, the Council’s appointed Health & Safety advisors to ensure it reflects current legislation regulatory requirements and current good practice.
- 23. Elliott Exhibition Foundation (attached)** – To receive the update on the situation and include this organisation on the list of Outside Bodies and seek a Councillor representative.
- 24. Cornwall Councillor Updates** –
- 25. Cornwall Council Planning Decisions** – as per addendum
- 26. Correspondence** – a. Quimperle Twinning Pascale Le Pellec – currently planning 2027 activities with Michael Quernez- Mayor and Quimperle Civic Party planning March 27th / March 29th. This has been received by the Liskeard & District Twining Association. To confirm that this is added to the Town Council’s Civic Calendar and an invitation sent to the Mayor of Quimperle.
b. National Highways – A38 Liskeard to Trerulefoot Safety Improvement Scheme – 5th October 2026 – 1.00pm-6.30pm – Liskeard Public Hall public consultation on the proposed safety improvement.
- 27. Diary Dates for Council Events** – To note the dates of forthcoming Council events – Poppy Concert – Saturday 24th October 2026 at 7pm. Field of Remembrance – Sunday 1st November 2026 at 2.00pm, Sunday 8th November 2026 – “Remembrance Day Parade” Lord Lieutenant Colonel Edward Bolithio will be attending for the initial salute on the way to the War Memorial. The Town Council will form up and march off from the cattle market as with the recent RNA parade. Appointment in Truro means he will not be able to attend the St Martins Church Service – Armistice Day – Wednesday 11 November 2026 at 11.00am.
- 28. Date of the next Town Council meeting** – 27th October 2026 at 7.30pm.

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.

- 29. Employment Tribunal – Judgement (attached 29. 29.a.)** – To note the Employment Tribunal judgment was dismissed as being outside their jurisdiction.
- 30. Sports Pitches and Associated Infrastructure Project at Roundbury (attached)** – To receive an update and support the proposed next steps to reformat the Section 106 applications and commission the next phases in a manner to maximise the drawdown of Section 106 to the benefit of the community of Liskeard.

Steve Vinson
Town Clerk