

Liskeard Town Council

01579 345407
9am – 1pm
E-mail:
townclerk@liskeard.gov.uk
www.liskeard.gov.uk



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

**A MEETING of the COMMUNICATIONS AND ENGAGEMENT COMMITTEE will be held at 7.30pm
on TUESDAY 9 NOVEMBER 2021 at the Public Hall**

Members of the public are welcome to attend this meeting. Due to the social distancing restrictions, it would be helpful if you can advise us on office1@liskeard.gov.uk if you plan to attend to enable us to ensure we have sufficient capacity to accommodate everybody safely.

The Chair will advise those present of organisational matters

AGENDA

1. **Apologies**
2. **Declarations of Members interests Registerable and Non-Registerable.**
3. **Minutes of Previous Meeting**
To confirm the minutes of the previous meeting held on Tuesday 14 September 2021 as a true record.
4. **Public Participation**
None previously notified
5. **Deputy Town Clerk's Update**
Report on items from 14 September 2021 committee meeting not already on the agenda – for information (cycle stand update, Youth Council, Twinning Committee Cornwall AGM)
6. **Museum Repot**
To receive a report from the Museum Coordinator, who will attend the meeting.
7. **Tourist Information Centre (TIC)**
To receive a report from the TIC Manager
8. **Budget Monitoring 2021/22**
To receive and accept a budget report to 31 August 2021
9. **Budget Setting 2022/23**
To consider a draft budget for 2022/23 and any proposed projects which should be included

10. **Events**

- a) Remembrance Day 14 November 2021 and other associated events – to receive an update (NC)
- b) Community Champion Awards – to consider options for presenting the awards
- c) Christmas events in the town (see clerk’s report for information on additional items)
 - (i) To approve a contribution of up to £2,000 from the Events budget to Lights Up 2021
 - (ii) To delegate authority to the RFO & Deputy Town Clerk, Committee Chair and Vice Chair and the Mayor to consider and approve further requests for support to Lights Up, within the available Events budget.
 - (iii) To receive and discuss a report on a possible Fiver Fest for Christmas event
- d) Other events

11. **Publication Scheme Review**

To review and approve the Publication Scheme

12. **Correspondence**

13. **Date of Next Meeting**

It is proposed that the next meeting of the Communications and Engagement Committee will be on Tuesday 11 January 2022

TOWN CLERK

Steve Vinson

3 November 2021