

# Liskeard Town Council

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

14<sup>th</sup> May 2025

**A MEETING of the TOWN COUNCIL will be held in the EMILY HOBHOUSE ROOM**  
**at 7.30 pm on TUESDAY 20<sup>th</sup> MAY 2025**

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. **Election of a Mayor for the 2025/2026 Civic Year**
2. **Election of a Deputy Mayor for the 2025/2026 Civic Year**
3. **Apologies**
4. **Declarations of Interest Registerable and Non-Registerable**
5. **To receive and approve the minutes of the Council meeting held on 15<sup>th</sup> April 2025 (attached)**
6. **Public Participation** – None known at the time of writing.
7. **Confirmation of the Successful Completion of the "Register of Interest" and the "Declaration of the Acceptance of Office" required to completion the election process** – To confirm that 14 Councillors have completed the required legal steps to become councillors in the 2025/2026 – 2029/2030 electoral period.
8. **Co-option Arrangements – Central Ward (attached)** - To approve the timetable and actions arising.
9. **Council and Committee Scheme of Delegation and Terms of Reference (attached (a)) and Committee Membership 2025/2026 (attached (b))** – To consider and approve a). the Council and Committee Scheme of Delegation and Terms of Reference and b). Membership of Committees and Working Groups.
10. **Councillor Representation on Outside Bodies 2025/2026 (as attached)** – To consider and approve councillor representation on outside bodies.
11. **Localism Act 2011 – General Power of Competence** – To resolve that Liskeard Town Council retains its General Power of Competence as defined by the Localism Act 2011 s1(1) and s8 and defined further in statutory instrument Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012.

12. **Standing Orders (attached a.) and Financial Regulations (attached b.)** – To approve the Standing Orders and Financial Regulations for the 2025/2026 year.
13. **Civility and Respect Pledge (attached)** - To reaffirm the Town Council's Commitment to the Civility and Respect Pledge and expect others outside of the Town Council to do the same.
14. **RFO Reports** – (for information – bank balances, Town Centre Revitalisation Fund, VAT, Local Government Pay Award 2025/26, and Training).
15. **Schedule of Payments** – To review and approve the Schedule of Payments totalling £76,521.74.
16. **Budget Monitoring 2024/25** – To receive and accept a final budget report to 31 March 2025 for monitoring purposes.
17. **Internal Auditors Report** – a). To review and confirm the independence of the Internal Auditor Hudson Accounting, b). To receive, consider and accept the Internal Auditors report.
18. **Annual Governance Statement 2024/2025** – To respond to each of the nine assertions of the Annual Governance Statement (Section 1 – Page 4).
19. **Accounting Statements 2024/2025** – To consider and approve the Accounting Statements for 2024/25 signed by the RFO (Section 2 – Page 5).
20. **Exercise of Public Rights** – To confirm the dates for the statutory 30 working day period when the Authority's records are available for public inspection – commencing Tuesday 3 June to Monday 14 July 2025 inclusive (date of announcement Monday 2 June 2025).
21. **Public Hall Sound System – Phase 2 (attached)** - To approve the purchase of essential equipment for the second phase of the Public Hall audio upgrade to bring the system up to full functionality at a cost of £8,744.00 + VAT. The cost to be met from the Public Hall Equipment and IT budget (£3,500) and the Public Hall Refurbishment budget (£5,244). To be sourced from the supplier who provided equipment.
22. **Cornwall Council Planning Decisions** – As per Addendum.
23. **Date of the next Town Council Meeting** – 24<sup>th</sup> June 2025 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.**

*Steve Vinson*  
Town Clerk