

LISKEARD TOWN COUNCIL

AT A MEETING of the **COMMUNICATION AND ENGAGEMENT COMMITTEE** held in the Council Chamber at 7.30 pm on Tuesday 2 June 2015 there were present:

The Deputy Mayor - Councillor Jane Pascoe, Ex-Officio

Councillor Rachel Brooks - in the Chair

Councillors: Roger Holmes, Lorna Shrubsole, James Shrubsole, Hella Tovar, Sue Pike and Anne Purdon

Town Clerk: Mr Steve Vinson

Minute Clerk: Mr Stuart Houghton

27/14 APOLOGIES

Apologies were received from The Mayor, Councillor Phil Seeva and Councillor Joe Poulson.

28/14 ELECTION OF CHAIRMAN OF COMMITTEE FOR THE FORTHCOMING YEAR

Councillor Purdon proposed and Councillor L. Shrubsole seconded that Councillor Brooks be re- elected as Chairman of the Committee for the forthcoming year. There being no other nominations, Councillor Brooks was elected as Chairman of the Committee.

29/14 ELECTION OF DEPUTY CHAIRMAN OF COMMITTEE FOR THE FORTHCOMING YEAR

Councillor Brooks proposed and Councillor Pascoe seconded that Councillor L. Shrubsole be elected as Deputy Chairman of the Committee for the forthcoming year. There being no other nominations, Councillor L. Shrubsole was elected as Deputy Chairman of the Committee.

30/14 DECLARATIONS OF INTEREST

No declarations of interest were made either Registerable or Non Registerable.

31/14 MINUTES OF THE MEETING HELD ON TUESDAY 5 MAY 2015

The Chairman proposed, Councillor L. Shrubsole seconded and the Committee **RESOLVED** that the Minutes of the meeting held on the 5 May 2015 were correct.

32/14 TO RECEIVE AN UPDATE ON PROGRESS ON RESOLUTIONS FROM THE LAST MEETING

Progress on items from the last meeting was covered in the Town Clerk's report, which was discussed, and the Agenda.

In response to a question the Chair responded that she would commence to implement Phase II of Signage which included "shops" signs.

33/14 PUBLIC PARTICIPATION

No members of the public were present at the meeting.

34/14 BUDGET REPORT TO 31 MAY 2015

A budget report to the 31 May 2015 would be available in good time before the next meeting of the Committee. It had been delayed due to the Annual Audit.

35/14 DISTRIBUTION OF THE NEXT ISSUE OF THE TOWN CRIER

Councillor Purdon reported that she was preparing lists of streets for the distribution of the next issue by Councillors. The list would ensure a fairer split for the distribution by Councillors and their families, but some areas were very rural and would need transport .

Councillors commented;

- This was an opportunity to meet the electorate
- All Councillors might not be available at the time the newsletter was produced
- Not all Councillors had joined to deliver the last issue of the newsletter
- Councillors should have an opportunity to see the draft newsletter before it was printed
- There should be a "deliver by" date to ensure that the contents were current

It was agreed that councillors would be asked to sign up for delivery routes based on Councillor Purdon's work. The Mayor would be asked to speak to any Councillors who did not sign up.

The Scouts have also said that they would be willing to help with distribution in exchange for a donation.

Next week the Mayor and the Chairman would meet with the Town Clerk to discuss the content of the newsletter.

36/14 AUTUMN PLANTING

The Chairman and Councillors L. Shrubsole and Pike would visit Tartendown Nurseries to finalise the requirements for the Autumn Planting. In response to a comment about disappointment that the nurseries had found the enquiry confusing, The Chairman said that those who had expressed an interest would be visited.

37/14 SIGNAGE TO UPDATE ON GRANITE PLINTHS AT MORRISONS AND THE RAILWAY STATION

It was confirmed that the Solicitor preparing Morrisons agreement had confirmed that the location agreed for the plinth was not in the area of proposed alterations to the layout of the store.

Verbal agreement for the plinth at the Railway Station had been agreed.

38/14 MAYOR'S Mini MARKET FEEDBACK

Enquiries would be made of the organisations invited to the Mayor's Mini Market asking if they had reasons for not attending.

Other comments included;

- The event needed to be better advertised
- The name of the event should be changed

39/14 TIC REPORT

The TIC report was noted.

40/14 CORRESPONDENCE

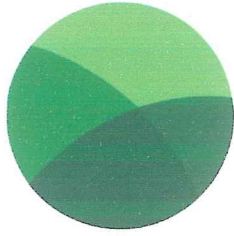
The Town Clerk reported that the letter concerning the Library Stakeholder meeting had been passed to the Devolution Working Group.

41/14 DATE OF NEXT MEETING

The next meeting of the Communications and Engagement Committee would be on Tuesday 7 July 2015 at 7.30 pm.

6. To receive an update about progress of resolutions from the last meeting of the Communications and Engagement Committee on 5 May 2015 and the Clerk's Report

Meeting & Action	Update	Who & When
C & E Unauthorised banners. Promotional banners.	We offered to work with Cornwall Council/Cormac on a project to pilot the idea on advertising on columns in Cornwall. Cormac have asked for us to suggest to them the most appropriate columns that they can then consider. A walk will be organised with interested parties.	Town Forum, CC and TC
C & E June 2014	SH has been trained in how to operate uploading data to Google Calendar. An issue with regards day and time settings has been resolved.	SH June 2015
C & E Oct. 2014 On Street Parking Order	<u>22nd May Update</u> Town Council official order sent off to Cormac for the preparation of a parking order for 2 on street parking spaces at Market Street and 2 on street parking spaces in Well Lane in accordance with their quote. £4,500 exclusive of V.A.T.	TC C & E June 2015



VISIT LISKEARD
FOR THE EXPLORER IN YOU

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Update since 28th April 2015

Visitor Numbers

So far in May we have had 483 visitors compared with 625 in 2014, half term has been unusually quiet. Profits are also down on last year, this is partly due to lower visitor numbers and also to the spread of accommodation renewals (we had more late payers last year).

Visit Cornwall Meeting

All TICs were invited to a meeting with Malcolm Bell to discuss how the new Visit Cornwall CIC will operate and how TICs will fit into their work. They are aiming to include TICs in two meetings per year plus there is a possibility that one TIC representative may be asked to join the Visit Cornwall Advisory Board who will have an additional three meetings per year. As expected there will be no financial assistance but Visit Cornwall will continue to produce their main guide and the popular dogs on beaches leaflets, in addition we are able to access their online image library for use on our own websites and promotional material.

Work Placement

We have taken on a young man for a temporary work placement, he is currently coming in for 4 hours per week and is focussing on adding events to the website. So far he seems to be settling in very well.

Opening Hours

From 1st June we will be operating at full summer hours – 9.30am to 5pm Monday to Friday, Saturdays remain the same at 9.30am to 12.30pm. During the school summer holidays we will remain open until 1.30pm on Saturdays.

Vicky Cutts

27th May 2015