

## Liskeard Town Council

AT A MEETING of the TOWN COUNCIL held in the Emily Hobhouse Room on Tuesday 16<sup>th</sup> December 2025 at 7.30 p.m. there were included:

The Mayor – Councillor Christina Whitty – in the chair

Councillors – Tracy Adams, Graham Berry, Sylvia Berry, David Braithwaite, Rachel Brooks, Kerry Cassidy, Simon Cassidy, Nick Craker, Richard Dorling and Annette Lee.

Town Clerk – Steve Vinson.

Responsible Financial Officer / Deputy Town Clerk Yvette Hayward.

Mayors Chaplain – Rev. Mark Wade.

Members of the Public – PC Katie Hall (Devon and Cornwall Police), Cornwall Councillor Kevin Grey Liskeard Central, Lin Moore - (Vice Chair of the Liskeard Traders Association and local business owner).

336 / 25                    **APOLOGIES** – Councillors Jane Pascoe, Tony Powell, Lori Reid and Naomi Taylor.

337 / 25                    **DECLARATIONS OF MEMBERS' INTERESTS REGISTERABLE AND NON-REGISTERABLE** – None.

338 / 25                    **MAYOR'S REMARKS** – The Mayor updated on the following:

- Saturday 29<sup>th</sup> November 2025 – was our much awaited “Light’s Up” day. I visited several venues browsing around the fair and talking to those that were taking part in the trail. I also joined in the Carol singing in the museum before the lantern parade. This Parade seemed to be bigger and better than before, and we must say a big thank you to all of those who helped in any way.
- Tuesday 16<sup>th</sup> December 2025 – Today, I started my visits to the residential homes. Firstly, visiting Beech lawn, then Eventide and after it was off to Pengover and finally finishing at St. Albans House. All the residents were very pleased to see myself and Terry. We wished them all a Merry Christmas from all at the Town Council.
- 17<sup>th</sup> December 2025 – Tomorrow, I will be visiting Coombe House.
- 18<sup>th</sup> December 2025 – I will be visiting Passmore Edwards.
- 22<sup>nd</sup> December 2025 – I will be visiting Liskeard Hospital.

339 / 25                    **TO RECEIVE AND APPROVE THE MINUTES OF THE 25<sup>TH</sup> NOVEMBER 2025 COUNCIL MEETING** – Councillor Dorling proposed, Councillor Lee seconded and the Council **RESOLVED** to **ADOPT** the minutes of the 25<sup>th</sup> November 2025 meeting.

340 / 25                    **PUBLIC PARTICIPATION** – Police Update – PC Katie Hall – updated on the latest situation and responded to questions:

- Violence Without Injury – This had decreased from 83 to 78.
- Youths Around the Fountain – The group of youths who had been hanging around the Fountain in the evening were now no longer doing that. Q. it might be that they have gone somewhere else.

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- Dean Street – Toilets – Shelter – Q. The Police wanted to clarify who owned the shelter and seating area along, side that was frequented by a small number of people consuming alcohol and about whom there were complaints from various sources. It was hoped that changes to the area to make it unattractive would stop this behaviour. A. The area was owned by Cornwall Council. Several years ago (2019), a request had been made to remove the seat. At that time this was not supported as it was felt the seating was of benefit to other members of the public.
- Changes to Street Lighting – Q. had there been any increase in reported incidents since the changes to the Street Lighting? A. Not that has so far been noticed. It might be that key hole cameras might not have as much light to record by.

Town Clerk's Update – the ECHO Centre would prefer to appear on the 27<sup>th</sup> January 2026 Town Council agenda (Agenda Items 5. Public Participation and 18. Correspondence altered on the current agenda).

341 / 25        **GRANT APPLICATIONS** – Town Clerks comments there were no grant application to consider at this meeting.

342 / 25        **TOWN CLERKS UPDATE** – The consultants' report and the Staff Committee recommendations were on the Agenda Item 25.

343 / 25        **COMMITTEE MEETING – TO APPROVE THE MINUTES:**

- Councillor Braithwaite proposed, Councillor Dorling seconded, and the Council **RESOLVED** to note the minutes of the Facilities Committee held on 18<sup>th</sup> November 2025.

344 / 25        **RFO REPORTS – (FOR INFORMATION - BANK BALANCES)** – The Mayor proposed Councillor Braithwaite seconded and the Council noted the report.

345 / 25        **SCHEDULE OF PAYMENTS** – Councillor S Cassidy proposed, Councillor Dorling seconded and the Council **RESOLVED** to **APPROVE** the schedule of payments totaling £78,958.15.

20.08 Councillor Craker entered the meeting.

346 / 25        **BUDGET MONITORING** – Councillor S Cassidy proposed, Councillor Dorling seconded, and the Council **RESOLVED** to receive and accept the budget report to the 30 November 2025 for monitoring purposes.

347 / 25        **BUDGET SETTING 2026/2027** – The Council had managed to set small or no precept increases for several years. It was noted that experience with other Councils that the £50,000 set aside for Devolution might not be enough. Having already taken on Castle Park under Devolution from Cornwall Council improvement projects were necessary and would be expected by the public using the park. That as a general approach it was better to take over Cornwall Council owned assets and replace the equipment when needed rather than allow the areas to be closed to the public or left as grassed areas empty of equipment as would otherwise be the case. The Town Council should include in the supporting statement an explanation of the situation. Councillor Brooks proposed, Councillor Craker seconded and the Council **RESOLVED** to **SUPPORT** an amended Option 1 with the provision of an accompanying statement indicating why the provision of a larger sum to carry out the sort of improvements outlined in the 5-year capital programme was needed.

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348 / 25      **INTERNAL AUDITORS** – Councillor Brooks proposed, Councillor S Cassidy seconded and the Council **RESOLVED** to **ACCEPT** the Internal Auditors Report which was a positive reflection of the work of the whole team involved, coordinated by Responsible Financial Officer / Deputy Town Clerk.

349 / 25      **PUBLIC HALL - NEW LIGHTING CONSOLE AND HOUSE LIGHTING SYSTEM** – Councillor S Cassidy proposed, Councillor S Berry seconded and the Council **RESOLVED** to **APPROVE** the purchase of a new lighting console and house lighting system from the recommended supplier at a cost of £10,210.74+VAT to be funded from the existing Public Hall Refurbishment budget.

350 /25      **CORNWALL COUNCIL – COMMUNITY INFRASTRUCTURE LEVY (CIL) FUND** – Councillor S Cassidy proposed, Councillor Braithwaite seconded and the Council **RESOLVED** to a). **APPROVE** the proposal that the Town Council submit an Expression of Interest to the Cornwall Council CIL Fund and b). that Cornwall Council be asked to prioritise the Devolution of Rapson's Skate park to assist with the progression of the new skate park project.

351 / 25      **CORNWALL COUNCILLOR UPDATES** – Cornwall Councillor Report Liskeard Central Councillor Kevin Grey – reported that:

- Section 106 – Tencreek – he had attended the Town Council Planning Committee and confirmed that he objects to the attempt by the Planning Applicant to reduce the Section 106 contributions arising from the Tencreek site. He is particularly keen to ensure that a consistent line is taken with our neighbours Menheniot Parish Council.
- Legal Change - Former Service Personnel – he was aware that there was particular concern amongst the ex-service community that the law regarding immunity from prosecution might be changed to their detriment.

Cornwall Councillor Report Liskeard South and Dobwalls by Councillor Jane Pascoe -

"I am truly sorry that I am not able to join you for the meeting tonight. December is an extremely busy time.

I was pleased to attend the Liskeard Lights Up early in December and despite the rain, it was good to see the Public support the event in large numbers. The businesses should be congratulated on their festive windows and I thank them for the service they offer the local community, not only for one night but all year round.

Last week I attended the Liskeard Young Farmers Carols around farms. Well attended with robust singing. I also thank them for their hard work, in severe weather and sometimes dangerous conditions, to provide our daily food.

During the last few weeks I have been contacted for many incidents of flooding in my division along with fallen trees. If you experience any problems over the holidays please report it on

[www.cornwall.council.gov.uk/ReportIt](http://www.cornwall.council.gov.uk/ReportIt).

You may have read that within the business plan for the Tamar Crossings it was indicated that an increase in the Tamar Tag administration fee was to be recommended. Further to that meeting, The joint Chairs, myself and other members of the committee were concerned that this recommendation needs more scrutiny.

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Consequently, an extraordinary meeting has now been arranged in the New Year. Any recommendation will then feed into the budget setting process at both authorities. I wish you all of our residents a joyous Christmas time with their families and friends."

352 / 25      **CORNWALL COUNCIL PLANNING DECISIONS** – Noted.

353 / 25      **CORRESPONDENCE** – Deferred at the request of the ECHO Centre to the 27<sup>th</sup> January 2026 Town Council meeting – Briefing to make the Town Council aware of the facility also lobbying for support might be requested.

354 / 25      **DIARY DATES FOR COUNCIL EVENTS** – To note the dates for the forthcoming Council events: Monday 22nd December 2025 at 6.30 pm "Christmas Carols around the Tree" singing carols and saying prayers around the tree.

355 / 25      **DATE OF NEXT MEETING** – 27<sup>th</sup> January 2026 at 7.30 pm Council.

356 / 25      Councillor S Cassidy proposed, Councillor Craker seconded and the Council **RESOLVED** to go into **PARTII**.

#### **PART II - PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960**

Pursuant to Section 1(2) of the Public Bodies (admission to meetings) Act 1960 and having regard to the confidential nature of the business to be discussed, the Press and Public be excluded from the meeting for the following items of business:

21. **Regalia** – To consider options for repair of regalia, purchase of a new Deputy Mayor's Chain and associated storage items.

22. **Public Hall – External Repairs and Redecoration** – To approve the recommendations that the Town Council appoint the contractors for the external repairs and redecoration of the Public Hall as recommended by the Tender Panel held on Thursday 30<sup>th</sup> October 2025 and following guidance received at the Facilities Committee held on the 18<sup>th</sup> November 2025.

23. **Cornwall Council – Highways Briefing Note** – To receive a briefing note following the Town Council.

24. **Liskeard Redevelopment Working Group** – To note the attached minutes of the 18th November 2025 meeting.

25. **Staffing Review – Staff Committee** – a). To approve the recommendations arising from the Staff Committee to consider the options proposed by the external consultant Local Council Consultancy (LCC) for changes to the staffing structure. Work Nest can provide advice within their current fee. The 2026/2027 budgets are presented at Agenda Item 12. to take these proposals into account and implementation from 1st April 2026. b). To approve the Staff Committee recommendation that from an underspend in existing budgets the Town Council from the 1st January 2026 make a temporary upgrade pending evaluation in the grades of 4 posts pending the outcome of the Job Evaluation Exercise to finalise the gradings.

The Job Evaluation Exercise can be funded from the budget reserved for the drafting of the Job Descriptions given that will now be done in house.

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**PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960**

Pursuant to Section 1(2) of the Public Bodies (admission to meetings) Act 1960 and having regard to the confidential nature of the business to be discussed, the Press and Public were readmitted to the meeting.

357 / 25 Councillor Dorling proposed, Councillor S Cassidy seconded and the Council **RESOLVED** to come out of **PARTII** and **ADOPT** the resolutions **APPROVED** there.

21. Regalia – To consider options for repair of regalia, purchase of a new Deputy Mayor's Chain and associated storage items.

To **APPROVE** the carrying out of the essential repairs as outlined in the Specialists Report. To include in future budgets funding to carry other non-essential repairs and alterations. Not to progress the acquisition of a new Deputy Mayor's chain.

22. Public Hall – External Repairs and Redecoration – To **APPROVE** the recommendations that the Town Council appoint the contractors for the external repairs and redecoration of the Public Hall as recommended by the Tender Panel held on Thursday 30th October 2025 and following guidance received at the Facilities Committee held on the 18th November 2025.

Subject to our architect's belief that the contractor is good and carries adequate insurance etc., that the contractors are appointed to carry out the external repairs and redecoration of the Public Hall.

23. Cornwall Council – Highways Briefing Note – To receive a briefing note following the Town Council.

To write to a strongly worded letter to Cornwall Council that the Town Council wants to work together with them to achieve a resolution to the issue.

24. Liskeard Redevelopment Working Group – To note the attached minutes of the 18th November 2025 meeting.

To ask Cornwall Council whether any of the information in the minutes is "Commercial in Confidence" and if not is there any need for the items to be in PARTII?

25. Staffing Review – Staff Committee – a). To approve the recommendations arising from the Staff Committee to consider the options proposed by the external consultant Local Council Consultancy (LCC) for changes to the staffing structure. Work Nest can provide advice within their current fee. The 2026/2027 budgets are presented at Agenda Item 12. to take these proposals into account and implementation from 1st April 2026. b). To approve the Staff Committee recommendation that from an underspend in existing budgets the Town Council from the 1st January 2026 make a temporary upgrade pending evaluation in the grades of 4 posts pending the outcome of the Job Evaluation Exercise to finalise the gradings. The Job Evaluation Exercise can be funded from the budget reserved for the drafting of the Job Descriptions given that will now be done in house.

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A quote had been received from the LCC consultant on 16th December 2025 and circulated electronically with paper copies at the meeting. It is suggested that Work Nest be asked to provide a quote for comparison. The Town Council resolved to undertake a job evaluation exercise using an external consultant noting that the quote includes Phase 2 getting an external Peer Review group to evaluate the recommendations rather than use the Staff Committee. Total Cost £5,200\* including Appeals Stage which might not be needed but excluding VAT. To be funded from the savings of not using an external consultant to prepare the Job Descriptions and the General Reserve.

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