

LISKEARD TOWN COUNCIL

AT A MEETING of the **COMMUNICATION AND ENGAGEMENT COMMITTEE** held in the Council Chamber at 7.30 pm on Tuesday 3 June 2014 there were present:

Councillor Rachel Brooks - in the Chair

The Deputy Mayor Councillor Jane Pascoe - Ex-officio

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

Town Clerk and Minutes Clerk, Mr Andrew Deacon

Members of the Public: None

The Chairman advised of Housekeeping matters

28/13 PUBLIC SPEAKER

No members of the public were present.

29/14 APOLOGIES

Apologies were received from the Mayor, Councillor Phil Seeva, Councillor Hella Tovar and the Minute Clerk, Stuart Houghton.

30/14 ELECTION OF CHAIR FOR FORTHCOMING YEAR 2014/2015

Councillor Pike proposed and Councillor L. Shrubsole seconded that Councillor Brooks continue as Chair for the forthcoming year. There being no other nominations, the Committee **ELECTED** Councillor Brooks as Chair for 2014/2015.

The Chairman thanked the Committee and also thanked last year's Vice Chairman Phil Seeva for his invaluable help especially with the new Website.

31/14 ELECTION OF VICE CHAIR FOR THE FORTHCOMING YEAR 2014/2015

The Deputy Mayor proposed and Councillor Holmes seconded Councillor Lorna Shrubsole to be Vice Chair for the forthcoming year. There being no other nominations, the Committee **ELECTED** Councillor L. Shrubsole as Vice Chair for 2014/2015.

32/14 DECLARATIONS OF INTEREST

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

33/14 MINUTES OF THE MEETING HELD ON TUESDAY 6 MAY 2014

The Chairman proposed, Councillor Purdon seconded and the Committee **RESOLVED** that the Minutes of the meeting held on the 6 May 2014 were approved

34/14 MATTERS ARISING

Town Crier

The Committee noted that there had been a great saving on the distribution of the Town Crier as Councillors themselves had delivered the same. The Chair asked to record the Committee's grateful thanks to Jo Hoskin for the design of the Town Crier, which she had done on a voluntary basis. It had been favourably received by the public.

35/14 BUDGET TO 30 APRIL AND 31 MAY 2014

A budget was presented to the Committee. There was a question as to why there seemed to be 33% of the Budget used in respect of Superannuation. The Town Clerk stated that he would investigate the matter and report back to the Committee.

36/14 WEBSITE UPDATE

The Chair reported that having been delayed twice the Website was now in operation. There were a few items that needed ironing out but on the whole it seemed to be working well.

Stuart Houghton had already had one training session and further sessions were planned. There were certain complicated procedures that were still being carried out by Voice Group. Councillor Purdon said that she had noticed that the business information was a little inaccurate and the Chair stated that this was being looked into.

The Town Clerk reported that he had received several comments that the single fleur de lye looked very much like the Scout insignia and perhaps the Town's Coat of Arms should be used.

The Chair was hoping that a meeting would take place shortly with Voice Group with herself, the Town Clerk and the Minute Clerk.

37/14 SIGNAGE

a. Granite Plinths Update

The Town Clerk reported that the applications for Planning Permission for all the Plinths had been submitted to Cornwall Council. He stated that he doubted that the grant of such permissions would be gained by early July 2014..

The Chair stated Graphic Words were continuing with the production of the maps, but these would not be ready for any launch at the beginning of July 2014 either. There were still a couple of walks to complete. A new launch date in September was being looked at, possibly to coincide with the launch of exhibitions at the Museum.

Councillor Pike informed the Committee that there would be no problem copying the O.S. Maps.

b. Finger Signs

The Chair reported that she had, that afternoon, received the quotation from Cormac. This was distributed to the Committee. It was noted that the total cost for upgrading the existing fingerposts was £6660.53p plus VAT.

There was also a quote for the removal of the very old fingerposts at just over £1000. The Town Clerk stated that when he had met with Rebecca Dixon some 12 months ago there had been no mention of a cost for removal. He suggested that he be instructed to take this up with Cormac and the Committee agreed.

The Chair had sent the quotation to the Chair of the Forum, John Tovar, and to Ron Waxman. The Chair hoped to come back to the Committee at the next meeting with a proposal for the Council's contribution to the cost.

c. Unauthorised Banners

Members of the Committee voiced their concern at the proliferation of Banners advertising events and various other occurrences. This was particularly noticeable at the Morrisons Roundabout. The Committee felt such proliferation was now amounting to a traffic hazard.

The Town Clerk advised the Committee that his understanding was that a Banner could be hung, without Planning Permission, for a maximum of a fortnight. The problem he felt was the permanent advertising signs for businesses that had appeared on these roundabouts that should have Planning Permission. He advised that the Committee should instruct him to write to the Enforcement Officer requesting that the situation be looked into. The Committee agreed to so instruct the Clerk.

38/14 WWI UPDATE

There was nothing to report.

39/14 TIC REPORT

The report as circulated and discussed;

The Committee were pleased with the format of the purchases and receipts report produced by the TIC. It would be necessary, however, to reconcile the format with the Budget produced by the Office.

The Chair wished to record the thanks of the Committee to Vicky and Clare with their invaluable help and hard work with the TIC Website.

With regard to staff hours and opening times, it was decided to postpone further discussions on this subject until September, when it would form part of the setting of the Precept Budget.

40/14 CORRESPONDENCE

None.

41/14 ANY OTHER RELEVANT BUSINESS

The Chair stated that it was intended to have more information in the Agenda for next month.

The date for the Beating of the Bounds would be investigated.

The Town Clerk was asked to contact Mark Bunt of Kivells to book a site for the Liskeard Show.

42/14 DATE OF NEXT MEETING

The next Communication and Engagement Committee meeting would be at 7.30 pm on Tuesday 1 July 2014.