

# LISKEARD TOWN COUNCIL

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## **COMMUNICATIONS AND ENGAGEMENT COMMITTEE** **TUESDAY 24 SEPTEMBER 2019 AT 7.30 PM** **TO BE HELD IN THE COUNCIL CHAMBER AT THE PUBLIC HALL**

Members of the public are invited to attend and take part in the meeting

The Chair will advise those present of Housekeeping matters

### **AGENDA**

**1. Apologies**

**2. Declarations of Members' Interests, Registerable and Non-Registerable**

**3. Minutes of Previous Meeting**

To confirm the Minutes of the Committee meeting held at 7.30pm in the Council Chamber on Tuesday 2 July 2019 as a true record of the meeting.

**4. Public Participation**

**5. Deputy Town Clerk's Update**

Report on items from 2 July 2019 committee meeting not already on the Agenda – For Information

**6. Museum Report**

- a) To receive the museum report
- b) To receive an updated budget report to 30 June 2019
- c) To approve the Forward Plan 2017 – 2020
- d) To approve the Documentation Policy
- e) To approve the Care and Conservation Policy
- f) To approve the Access Policy Statement
- g) To approve the Museum Mentoring Agreement

**7. Tourist Information Centre (TIC) Report**

To receive the TIC report

**8. Budget Update**

- a) To receive an updated budget report to 30 June 2019
- b) To make a recommendation to Council on the Brown Sign budget and reserve
- c) To consider a contribution to the reprinting of the Liskeard Heritage Trail leaflet
- d) To consider requirements for the 2020/21 budget

**9. Objectives**

To receive reports on the development of 2019/2020 objectives, to enable actions and budgets to be agreed where applicable.

- 1) Work with other organisations to develop a Culture and Heritage Strategy, trying out enhancements to existing events and new activities – To consider the next steps
- 2) Work with youth organisations to set up a youth council and improve collaboration – To update on progress on the Youth Council and Youth Network
- 3) Build on the improved accessibility at the Public Hall to work with others to promote inclusivity and accessibility in Liskeard
- 4) Promote walking and cycling in and around Liskeard, including reviewing and improving signage and establishing new trails – To receive a report on cycle parking in the town, and consider a request to support improved accessibility on a footpath from New Road
- 5) 2017/2018 Objective carried forward – Development of a community emergency plan (aim to complete by 30 September 2019) – To receive an update on progress and view a draft
- 6) To consider objectives and projects for 2020/21 to inform budget setting in November

#### **10. Events**

- a) Liskeard Show – 13 July 2019 – To evaluate participation at the show and consider our approach to future public engagement events
- b) Nadelik Lyskerrys – 30 November 2019 - To receive the notes from the working group for information
- c) VE Day 75 - 8 May 2020 – To consider participation from the town in the national celebrations
- d) Liskeard Ale – To consider involvement in a community project to produce a Liskeard Ale which could be sold to raise money for town events

#### **11. Council and Committee Scheme of Delegation and Terms of Reference**

To review the Terms of Reference for the Communications and Engagement committee

#### **12. Policies**

To review the Social Media Policy and Communications Policy

#### **13. Signage**

To agree the location of the new town welcome sign at Island Shop

#### **14. Town Twinning**

To consider renewing links with Quimperle, and exploring links with the New Liskeard area of Canada and Bloemfontein, South Africa

#### **15. Correspondence**

#### **16. Date of Next Meeting**

It is proposed that the next meeting of the Communications and Engagement Committee will be on Tuesday 5 November 2019

TOWN CLERK

*Steve Vinson*

18 September 2019

