

LISKEARD TOWN COUNCIL



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

COMMUNICATIONS AND ENGAGEMENT COMMITTEE **TUESDAY 4 SEPTEMBER 2018 AT 7.30 PM** **TO BE HELD IN THE LONG ROOM 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 Long Room on Tuesday 3 July 2018 as a true record of the meeting.

4. **Public Participation**

5. **Support Services Manager's Report**

To receive an update on progress of items from the last meeting of the Communication and Engagement Committee on 3 July 2018

6. **Budget**

- a) To receive an updated budget report to 31 July 2018
- b) To agree a matched funding contribution of £500 from the Town Centre Signs and Murals budget line to the Emily Hobhouse mural and town augmented reality trail project
- c) To agree a payment of £1,876.31 from the Town Centre Signs and Murals reserve to Cormac Solutions Ltd for the supply, installation and maintenance of two new town welcome signs

7. **Museum Report**

- a) To receive the museum report
- b) To receive an updated budget report to 31 July 2018

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

To receive the TIC report

9. **Transformation Challenge Award (TCA) project**

- a) To receive a presentation on the outputs from the TCA pilot
- b) To consider ideas which can be taken forward in line with the Town Council's Aims and Objectives

10. Aims and Objectives Review and Budget Setting

- a) To review performance against the 2017/18 and 2018/19 committee objectives
- b) To commence discussion of objectives for 2019/20 in line with the Council's aims, to inform budget setting for 2019/20
- c) To consider implications for the 2019/20 budget
- d) To agree how to progress recommendations for further website updates

11. Events

To receive an update on forthcoming events:

- a) Liskeard Unlocked 13 – 16 September 2018 (*latest meeting notes attached*)
- b) St Matthews Fair 29 September 2018 – to consider ideas for the stand and set up a group to take this forward
- c) Cornish Christmas and Lights Up 1 December 2018 (*latest meeting notes attached*)

12. Liskeard Arts and Media Body (LAMB)

- a) To receive feedback gathered at Liskeard Show and the editor's comments
- b) To provide feedback on the autumn edition of Lyskerrys magazine
- c) To discuss ideas for the Christmas and future editions of Lyskerrys magazine

13. Correspondence

14. Date of Next Meeting

The next meeting of the Communications and Engagement Committee will be on Tuesday 4 November 2018

TOWN CLERK

Steve Vinson

29 August 2018