

**TOWN CLERK'S REPORT – 30TH NOVEMBER 2021 FINANCE,
ECONOMIC DEVELOPMENT & GENERAL PURPOSES COMMITTEE**

5. GRANT APPROVALS TO DATE AND AN APPLICATION RECEIVED FOR CONSIDERATION

– The following grants have been approved from the grants budget in the current financial year 2021/2022.

Grants Budget 2021/2022	£10,000
Baby Basics – Set up of a local outlet of the initiative to support mothers with baby products.	£400
Early Learning Centre – additional performances	£2,500
Cornwall Pride Bus - event	£500
St Martin's Church – Inter Churches Christmas Carol event	£500
Liskeard Lions - Panto	£1,200
Approved To Date	£5,100
Left to allocate	£4,900
Liskeard Gleaning Project – To make use of crops that would otherwise be wasted by collecting them and distributing them to the Liskeard Foodbank.	£200
If approved at the 30 th November 2021 Finance, Economic Development & General Purpose Committee	£4,700
Left to allocate until 31 st March 2022	£4,700

RECOMMENDATION: That the Committee considers the grant application from the Liskeard Gleaning project for £200.

6. CATTLE MARKET MAKERS PROJECT UPDATE – a). To receive the notes and endorse the actions of the Cattle Market Makers Project Board meeting 10th November 2021. (as attached) b). To note the return, sealing and completion of the Access Agreement by Cornwall Council (as attached). c). To note and approve the revised risk assessment (as attached). d). To note the Newsletter updating on the construction of the Cornwall Council Workshed (as attached) e). To note the press coverage of the launch of the project work supporting the capital element of the Cattle Market Makers project (as attached).

Background – management of the Cattle Market Makers project is progressing through the Cattle Market Makers board set up for the Town Council for that purpose. The Access Agreement which both Cornwall Council and the Town Council have entered into enables the work carried out by the consultants retained by Cornwall Council to be transferred to the Town Council. Included in this case is the design work, the documentation prepared for the original Minor Frameworks tender and the costings submitted by Bradys (the developer of the Workshed units on the immediately adjacent site).

Update - James Griffin – Project Manager Ward Williams Associates (WWA* the consultants originally retained by Cornwall Council) is organising production of the tender documents and the tender process including the receipt and assessment of tenders with the provision of supporting advice to the Town Council.

Time-Line - James Griffin (WWA) – advises the following timeline for the production of the tender documents and the provision of:

- 10th of December - Revised Tender information provided to Liskeard Town Council for approval (Town Clerks – note – 15th December 2021 Town Council)
- (17th of December – 3rd of January 22 - WWA shut down period)
- 7th of January – Town Council confirms tender information
- 10th of January – Tender information uploaded
- 4th of February – Tenders are returned
- 18th of February – Tender marking complete and recommendation provided (Town Clerk's note 22nd February 2022 Town Council meeting)

This should enable an actual capital cost for the scheme to be obtained and a report brought back to a specially held Town Council meeting. This would include information on the available external funding to cover the cost of the scheme before entering into a contract.

CLLD Programme Update – The unallocated surplus in the CLLD programme of £350,000 - £400,000 exists to which the element of grant for the capital element can be increased.

There is also confirmation the percentage of CLLD ERDF capital grant can be increased from the current 45% to reduce any funding required for the Town Council for the capital.

Match-funding Source – Cornwall Council funded delegated to the CLLD programme.

Note - the extension of ERDF programme to June 2023 (with projects completing March 2023) has already been received (the CLLD programme is awaiting an equivalent ESF letter sign off before seeking to revise the individual projects.

Other Points – **Insurance Company** – has given a revised annual premium which reflects our ownership of the containers and the tenants being responsible for their contents insurance “the annual premium for the Modular Business Units and Office Contents at Cattle Market Project will be in the region of £681.95 inclusive of ipt.”

VAT advice is being updated. –

Lease Agreement – The Cornwall Council legal case officer has been identified and contact made regarding the new timetable. Our solicitor has supplied costs for the revision of the lease and post completion formalities which they say “would not exceed £900 plus VAT. There will be a Land Registry fee payable of £40.”.

Conclusion – a special Council meeting in February might be necessary.