

LISKEARD TOWN COUNCIL

AT A MEETING of the **TOWN COUNCIL** held in the Council Chamber on Tuesday 29th October 2019 at 7.30 p.m. there were present:

The Mayor – Councillor Rachel Brooks – in the chair.

The Deputy Mayor – Councillor Sandra Mitchell,

Councillors – David Ambler, Ian Barlow, Simon Cassidy, Anna Clarke, Ian Goldsworthy, Sally Hawken, Jane Pascoe, Sue Shand, Julian Smith, Naomi Taylor and Christina Whitty.

Town Clerk – Steve Vinson

Mayors Chaplain – Rebecca Bell

Responsible Financial Officer/Deputy Town Clerk – Yvette Hayward

Members of the Public – Nick Craker (Cornwall Councillor), Lee Edwards (Liskeard business), Arron Jones (Cornwall Council), Lin Moore (Liskeard Traders), Tracey Moore (Liskeard business), Andrew Trelawney (Regional Secretary – The Rifles), Gage Williams (The Rifles) and Jeremy Wills (Inner Circle Consulting)

The Mayor spoke of the recent death of Roger Holmes. Roger had served the community for many years. This included 50 years as a Liskeard Town Councillor when he had twice served as Mayor. The Mayor offered condolences to his family and reported that a Memorial Gathering celebrating Roger's life would be held in the Public Hall on Monday 18th November 2019 3.00 pm – 5.00 pm. Further details about arrangements would be made available when known.

The Mayor invited all those present to stand and join her in a minute's silence in memory of Roger. Rebecca Bell lead the council and members of the public in prayers, in remembrance of Roger Holmes.

243/19 APOLOGIES – Councillors Tyler Bennetts and Tony Powell.

244/19 DECLARATIONS OF INTERESTS, REGISTERABLE AND NON-REGISTERABLE – The Mayor a non-registerable interest in Agenda Item 14 Schedule of Payments 746. Councillor Goldsworthy in Agenda Item 14 Schedule of Payments BACS awaiting payment £37.70.

245/19 MAYOR'S REMARKS – The Mayor updated Councillors:

Liskeard Unlocked – the programme of events received very positive feedback which has prompted an Expression of Interest for a National Trust project called "Dance in our Landscapes."

South West in Bloom – Liskeard did extremely well winning Gold in both the Pennant Cup and the "Traders Association" category. The Melbourne Road allotments won "outstanding" and there were several other community awards.

Cattle Market Makers project – a lot of further work has been undertaken regarding developing the full application. A number of meetings had been held with Plymouth College of Art, the Growth Hub, Skills Hub and Adult Education. It was intended to present a draft application to a Special meeting of Council on 7th November 2019 in order to meet the 11th November 2019 submission deadline.

Julian German (Cornwall Council Leader) – met the Mayor when he visited the Liskeard to look at the Liskeard station elements of the Looe Valley Trail and the cattle market site. He was very positive and underlined the fact that the Cornwall Council support was a response to us working together as a community to present proposals.

Future Engagements – The Mayor invited councillors to join her at the Field of Remembrance event held at the Celtic Cross on the Parade at 1.50 pm on Sunday 3rd November 2019.

246/19 TO RECEIVE AND ADOPT THE MINUTES OF THE 27TH AUGUST 2019 COUNCIL

MEETING: – The Mayor proposed, Councillor Cassidy seconded, and the Council **RESOLVED** to **ADOPT** the minutes of the Council meeting held on 27th August 2019.

247/19 PUBLIC PARTICIPATION - The Mayor reported apologies from John Hesketh (Liskeard in Bloom). John would have reported on a positive achievement in the South West in Bloom awards. Liskeard in Bloom were keen to get involved with the planting to support the Events License proposal at 27.

Lin Moore (Liskeard Traders Association) said that the Liskeard Traders Association were preparing an economic report.

Lee Edwards (Liskeard business) reported that he was supportive of the proposals to have an Events area license in part of the former cattle market site.

248/19 FREEDOM OF THE RIFLES PRESENTATION – Lieutenant Colonel A R Trelawny (Retired) – outlined the history of the Rifles and its role within the army. He indicated the process of granting, accepting and exercising the Freedom of the Town. This included the availability of the troops and the band to carry out a full march through the town. The Mayor thanked Lieutenant Colonel A R Trelawny (Rtd.) for his presentation.

249/19 FREEDOM OF THE RIFLES REPORT – Councillor Cassidy proposed, Councillor Shand seconded and the Council **RESOLVED** that it would complete the process to formally offer the Freedom of the Town to the Rifles.

250/19 FORMER CATTLE MARKET SITE – REGENERATION PHASE 1 WORKSPACE CENTRE PROJECT

– Jeremy Wills (Inner Circle consulting) – spoke on the presentation which was on the screen and had been distributed. He outlined the benefits of the high specification of the approximately 1,200 sq m / 12,000 sq ft of workspace in phase 1 and the location of the development close to the town centre. The areas for further phases were also sketched out and will be worked on and consulted on in more detail at a later stage. The project was being grant funded which placed time factors on its progression. There would be an opportunity for wider consultation in December.

Councillors asked questions on a range of issues and expressed their support for the phase 1 project.

251/19 COMMITTEE MEETINGS – MINUTES:

a. PLANNING COMMITTEE HELD ON MONDAY 2ND SEPTEMBER 2019 – Councillor Taylor proposed, Councillor Smith seconded and the Council **RESOLVED** to **NOTE** the minutes of the Planning Committee held on 2nd September 2019.

b. FACILITIES COMMITTEE HELD ON TUESDAY 10TH SEPTEMBER 2019 – Councillor Goldsworthy proposed, Councillor Clarke seconded, and the Council **RESOLVED** to **NOTE** the minutes of the Facilities Committee held on 10th September 2019.

Councillor Goldsworthy indicated that Motion “a) Minute 167/19 – RECOMMEND to Council that the Facilities Manager endeavours to seek expressions of interest in the mobile hoist pending a final recommendation to Council to dispose.” should be referred to the Facilities Committee. It was agreed.

Councillor Goldsworthy proposed, Councillor Hawken seconded and the Council **RESOLVED** to progress the option to devolve the ownership of these four sections of land (Dean Street and Pound Street), currently in the ownership of Cornwall Council and the Highways Agency.

c. FINANCE, ECONOMIC DEVELOPMENT & GENERAL PURPOSES COMMITTEE HELD ON TUESDAY 17TH SEPTEMBER 2019 – The Mayor proposed, Councillor Whitty seconded, and the Council **RESOLVED** to **NOTE** the minutes of the Finance, Economic Development & General Purposes Committee held on 17th September 2019.

d. PLANNING COMMITTEE HELD ON MONDAY 23RD SEPTEMBER 2019 – Councillor Taylor proposed, Councillor Whitty seconded and the Council **RESOLVED** to **NOTE** the minutes of the Planning Committee held on 23rd September 2019.

e. COMMUNICATIONS & ENGAGEMENT COMMITTEE HELD ON 24TH SEPTEMBER 2019 –

Councillor Cassidy proposed, Councillor Clarke seconded and the Council **RESOLVED** to note the minutes of the Communications & Engagement Committee held on 24th September 2019.

MOTIONS: A) MINUTE 224.B/19 - Following discussion, Councillor Cassidy proposed, Councillor Smith seconded and the Council **RESOLVED** that the current year budget of £5,000 for brown signs and the £21,110 earmarked reserve be transferred to the General Reserve.

B). MINUTE 228/19 – Councillor Cassidy proposed, Councillor Goldsworthy seconded and the Council **RESOLVED** to approve the Social Media policy to Council subject to the addition that all press releases should be approved by the Town Clerk or RFO & Deputy Town Clerk.

C). MINUTE 228/19 Councillor Cassidy proposed, Councillor Shand seconded and the Council **RESOLVED** to adopt the Communications policy.

f. PLANNING COMMITTEE HELD ON MONDAY 21ST OCTOBER 2019 – Councillor Taylor proposed, Councillor Smith seconded, and the Council **RESOLVED** to **NOTE** the minutes of the Planning Committee held on 21st October 2019.

252/19 TOWN CLERK'S UPDATE – ITEMS FROM THE 27TH AUGUST 2019 COUNCIL NOT ALREADY ON THE AGENDA

– In addition, to the comments by the Mayor on the Cattle Market makers Project earlier in the meeting, there has been much work on other aspects of the scheme and application process. One particularly positive element was that it was now clear that if the Town Council were to lease the container units, rather than seek to purchase and own them, that element might attract a maximum 72% rate of grant support, rather than the 45% which has figured in the Expression of Interest stage.

As a consequence certain aspects of the scheme needed to be reconsidered, such as, the balance between the amount of space and the specification of the finish and equipment of the containers.

It was noted that Cornwall Council was covering the cost of the additional work required by the container design and supply company to look at the layout etc.

It was intended to present the Town Council with as much of the application form as possible for them to consider at their Special Council 7th November 2019 before the meeting of the Parks and Open Spaces Working Spaces.

RESPONSIBLE FINANCIAL OFFICER (RFO) REPORTS 11-14

253/19 EXTERNAL AUDIT – following an explanation by the RFO and discussion of salient points, the Mayor proposed, Councillor Cassidy seconded and the Council **RESOLVED** to accept the external auditors’ report and note the actions required.

254/19 BANKING ARRANGEMENTS – a). Councillor Smith proposed, Councillor Taylor seconded and the Council **RESOLVED** to agree the signing mandate for the HSBC and Lloyd’s Bank accounts as (Councillors Brooks, Cassidy, Pascoe, Smith, Taylor and Whitty. b) Councillor Smith proposed, Councillor Taylor seconded and the Council **RESOLVED** to approve the following councillors provide electronic authorisation for the BACS payments (Councillors Brooks, Cassidy, Smith, Taylor and Whitty).

255/19 INSURANCE – following discussion, subject to including the Cyber cover option and not including the Terrorism Cover option from the schedule, Councillor Smith proposed, Councillor Goldsworthy seconded and the Council **RESOLVED** to agree to a new 3 year Long Term Agreement for the renewal of the insurance with the RSA.

256/19 SCHEDULE OF PAYMENTS – The Mayor proposed, Councillor Cassidy seconded and the Council **RESOLVED** to approve the schedule of payments.

257/19 GRANT APPLICATION – MOOR TO SEA – LOOE VALLEY HERITAGE TRAIL Following discussion, Councillor Shand proposed, Councillor Hawken seconded and the Council **RESOLVED** to approve a grant for £500 towards the cost of the project.

258/19 COMMITTEE MEMBERSHIP – COUNCILLOR DAVID AMBLER – The Mayor proposed, Councillor Cassidy seconded and the Council **RESOLVED** to approve Councillor David Ambler as a member of the Communications & Engagement Committee.

21.18 Councillor Goldsworthy declared an interest and left the room.

259/19 CHRISTMAS CAR PARKING Councillor Cassidy proposed, Councillor Taylor seconded and the Council **RESOLVED** to approve the dates and the Town Council financial contribution towards the locally funded element of the free Christmas parking.

21.26 Councillor Goldsworthy returned to the Chamber.

260/19 COUNCIL AND COMMITTEE SCHEME OF DELEGATION AND TERMS OF REFERENCE

(SEE ATTACHED REPORT) The Mayor proposed, Councillor Cassidy seconded and the Council **RESOLVED** to approve the updated Council and Committee Scheme of Delegation and Terms of Reference.

261/19 TOWARDS A PAPERLESS COUNCIL (SEE ATTACHED PROPOSAL)

Councillor Barlow proposed, Councillor Taylor seconded and the Council **RESOLVED** to approve the proposals.

262/19 CORNWALL COUNCIL PLANNING DECISIONS – noted.

263/19 CORNWALL COUNCIL COUNCILLOR UPDATES – Nick Craker

Community Network Panel – work is progressing on the Highways Schemes including for years 2 and 3.

Extra Care Facility – a number of sites were being considered. Trevecca had originally been proposed.

Trevecca Industrial Estate - An update on the current situation regarding the Trevecca site would be provided.

Jane Pascoe

Access Road Improvements Rosmellon Terrace and Bonython Terrace could only be accessed by the road that was poor. Several residents there on disability scooters and they couldn't use the road as the enormous pot-holes. It does look very good now and certainly improved that area. They had unsuccessfully tried for over 30 years to get it sorted. This project had taken 2 years to put together. Liskeard in Bloom – congratulated Liskeard in Bloom and all those in the town whose hard work had helped secure the positive result.

Sally Hawken –

Cabinet Report Cattle Market – the next Cornwall Council Cabinet would be receiving a report covering the funding of the first stage workspace project.

Traffic Congestion – whilst there was some disruption the overall impact of the scheme is very beneficial.

264/19 CORRESPONDENCE – None.

265/19 DATE OF THE NEXT MEETING – Thursday 7th November 2019 at 6.45 pm.

The Mayor proposed, Councillor Cassidy seconded, and the Council **RESOLVED** to move into PART II.

266/19 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:

25. ROUNDURY PARC – to receive and consider quotes relating to the works approved by the 17th September 2019 Finance, Economic Development & General Purposes Committee.

26. FORMER CATTLE MARKET SITE – to consider options for the overall management of projects located in the former cattle market site.

27. EVENTS LICENSE DRAFT HEADS OF TERMS (see attached draft heads of terms and plan) – to consider and adopt the draft heads of terms.

28. LAND AT WELL LANE to report the issues at the Town Council owned Pipe Well and the ownership of adjacent land.

267/19 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.

The Mayor proposed, Councillor Taylor seconded, and the Council **RESOLVED** to adopt the resolutions made in PARTII.

268/19 ROUNDURY PARC – That Situ8 be appointed as the contractor for the Roundbury Parc contract.

269/19 FORMER CATTLE MARKET SITE – That as a general principle local management should be more effective. Further work needs to take place on how that can operate and the Town Council should play a role in that. If projects were to be considered, they should be financially self-supporting.

270/19 EVENTS LICENSE – Deferred to a Special Council meeting 7th November 2019 at 7.00 pm.

271/19 LAND AT WELL LANE – That the Council notes the necessity of carrying out the works and making the necessary approaches and permissions. That consideration regarding the ownership of the land is deferred to the 7th November 2019 Special Council meeting.