

LISKEARD TOWN COUNCIL

AT A MEETING of the **TOWN COUNCIL** held in the Council Chamber on Tuesday 28 May 2013 at 7.30 pm there were present:

The Mayor - Councillor Susan Pike - in the Chair

The Deputy Mayor - Councillor Phillip Seeva

Councillors - Rachel Brooks, Ian Goldsworthy, Sally Hawken, Roger Holmes, Jane Pascoe, Anne Purdon, James Shrubsole, Lorna Shrubsole, Hella Tovar and Christina Whitty, and

The Town Clerk - Mr Andrew Deacon

Minute Clerk - Mr Stuart Houghton

Members of the Public - Denise Lerner, Ray Meadows, Paul Pascoe, Roy Edwards and Roger Gill

Before the commencement of the meeting, Councillor Purdon led with prayers

The Mayor then convened the Council and informed as to Housekeeping matters

20/13 OPEN SESSION

No members of the public present wished to address the Council.

21/13 APOLOGIES

Apologies were received from Councillors Nick Mallard, Tony Powell and Katrina Dawe.

22/13 DECLARATIONS OF INTEREST PECUNIARY OR NON PECUNIARY

No Councillors declared any interests either Pecuniary or Non-Pecuniary.

23/13 MAYORS REMARKS

The Mayor stated that this was her first Council meeting as Mayor and she had deliberately not worn the Chain of Office as she hoped for a more informal way of doing business. Councillors must still speak through the Chair but need not stand to address the Council.

She explained that she was a beginner and asked for the support and understanding of Councillors but she was going on a Chairperson's course to learn the correct protocols.

24/13 MINUTES OF THE AGM HELD ON TUESDAY 14 MAY 2013

Corrections

1. Committee Reports (Minute 920/12(b))

Correct the spelling of Somerfield on Page 5

2. Appointment of Representatives to Outside Bodies (Minute 917/12)

Councillor Hawken said that her comments had been wrongly recorded, she had not used the words included in the minutes. After discussion it was agreed that the word should be removed.

Councillor Purdon proposed, Councillor Goldsworthy seconded and the Council **RESOLVED** that with the above corrections the Minutes of the Annual General Meeting held in the Council Chamber on Tuesday 14 May 2013 be adopted and signed by the Mayor as a true record of proceedings.

25/13 MATTERS ARISING FROM THE MINUTES

1. Councillor Hawken stated that she did not consider that Minutes should be a "Blow by Blow" account of the proceedings and that a verbatim record was not required, as indicated in the information presented to the Council by the Town Clerk at the February 2013 Council meeting. Councillor Brooks suggested that the Review Group could look at this but Councillor Goldsworthy suggested that this could slow down the work of that group. The Mayor said she would seek advice as to the contents of the Minutes. She was aware of the need for a narrative as the minutes were kept as a record.

2. Councillor Whitty reported that at a recent meeting of the Liskeard Lights Up Committee, it was suggested that the Deputy Mayor be asked to join, would he wish to do so? The Deputy Mayor confirmed that he would join the Committee. Councillor Whitty also confirmed that any Councillors would be welcome to join.

26/13 COMMITTEE REPORTS

a) PLANNING COMMITTEE TUESDAY 14 MAY 2013

Councillor Purdon proposed, Councillor Whitty seconded and it was **RESOLVED** that the Minutes of the meeting held in the Council Chamber on Tuesday 14 May 2013 be adopted.

b) COMMITTEE REVIEW GROUP

Matters Arising

Councillor Goldsworthy said he wished to disassociate himself with some remarks

.2.

14/13

recorded on Page 2 of the Minutes, the Town Clerk was trying to offer advice which was not accepted. The Mayor said she would second that opinion, Councillors must treat each other with courtesy and respect. She was feeling tense, it was an unpleasant meeting and she pleaded with Councillors to forgive and forget. The detail and format of future Minutes would be an item on a future Agenda.

A member of the public asked if he could comment, but was told no, only at the start of a meeting. He then shouted out that the Minutes should be a record of what was said.

Councillor Brooks proposed, the Mayor seconded and it was **RESOLVED** that the Minutes of the Review Group held in the Long Room on Tuesday 21 May 2013 be adopted.

27/13 FINANCE MATTERS

A) Budget Report

The Town Clerk informed the Council that the budget report had not been finalised due to the change of Council and the compilation of the Annual Return.

B) Internal Audit Report

The Internal Audit Report had been circulated prior to the meeting.

Councillor Holmes proposed, Councillor Whitty seconded and the Council **RESOLVED** to **ACCEPT** the Internal Budget Report.

C) The Annual Accounts

A copy of the Annual Accounts were tabled at the meeting and had been signed off by Councillor Powell, as Mayor for the year to which the accounts referred.

D) The Annual Return

A copy of the Annual Return had been circulated prior to the meeting, the Town Clerk reported that it had to be submitted by the 30 June 2013.

Following questions about the definition of Accruals, the Profit and Loss account, the Town Forum accounts and fixed assets, it was agreed the annual return would not be considered until they had received an explanation of the accounts from Councillor Mallard.

E) CCTV

The Town Clerk said that this was on the Agenda so that he could give a report on the current situation. The CCTV monitoring equipment had been relocated to the Police Station. He intended to have a meeting with our contractor to decide the best

method of connection. BT had quoted £15k for the connection but when he asked for an explanation of this cost they reduced it to £12k, without explanation. In response to questions from Councillor L. Shrubsole, Councillor Goldsworthy said that the operation of the monitoring in the Police Station should offer a lower running cost; the use of Police volunteers was under discussion. The rental costs of the telephone lines were a substantial part of the operational costs. The Town Clerk added that it was not the intention of the Council to transfer the Cornwall Council employee to the Town Council under a TUPE agreement to continue to monitor the system.

G) Grants

1. An application had been received from a pupil at Liskeard School who was joining the School's expedition to Uganda. Whilst in Uganda, each pupil would undertake a Community Project. Councillor Hawken said that she would like to see the Council support the whole group, not just one pupil. The total sum that the Council had for grants was discussed, it was thought to be £3.3k. An alternative source for a grant might be the Phillip Blaney Trust. This fund was set up with young people in mind. The Mayor said that the School would be holding a fundraising day and the Council should reply to say that the whole group would be supported.

2. An application had been received from Victim Support who offer support to victims of crime. They were not associated with the Police or Courts and had rooms at the Courts at Truro and Exeter. It costs them about £750 to train a volunteer. The request had come from the Bodmin Office of Victim Support. Last year the Council donated £200.

Following a discussion about the total sum available for Grants, the way that the Public were aware of them, and the Council's procedure it was agreed to defer a decision on this matter and ask Councillor Mallard to include the Grants procedure in his finance seminar next Tuesday.

28/13 PROPERTY MATTERS

a) Public Conveniences

The Town Clerk reported that he had received the keys to Westbourne toilets, but the Council had not yet taken them over. Cornwall Council had not yet arranged for a handover inspection and the paperwork was not complete. He had concerns about the finish to the floor and the walls had not been made graffiti-proof by being tiled. He had an ongoing dialogue with Cornwall Council about these concerns, and, until he was satisfied, the toilets would not be taken over by the Town Council.

Councillor Holmes proposed, the Mayor seconded and the Council **SUPPORTED** the actions being taken by the Town Clerk.

b) Westbourne Gardens

The Town Clerk reported that the previous Council had resolved to take over the

Gardens, to improve them and hold events for the benefit of the Town. He had prepared a joint management agreement which had been with Cornwall Council for several weeks. Today he had received an e-mail apologising for the delay in replying and promising that the matter would be looked at next week.

The previous Council had looked to improved vehicular access into the Gardens. Previously, access had to be obtained via the adjoining Lodge which entailed removing the entrance gates. This obviously could not continue. The Council had also looked at improving pedestrian access by installing a new footbridge from the car park. He had discussed this with CORMAC, who had standard designs for this type of footbridge, thus reducing the potential cost. A permanent power supply could also be installed.

The Council had also looked at utilising part of Westbourne House garden as it formed a natural amphitheatre. Cornwall Council would not sell it, but might consider its use for an event.

Once Cornwall Council had agreed to the joint management, this Council would be able to organise events and apply for grants for the improvements.

In response to a question, the Town Clerk said that an improved access could not be made through the wall from the car park as it was listed.

Councillor Goldsworthy said that the Town Clerk had received a lot of work to do recently. He proposed that a small working group be formed to meet with the Conservation Officer to discuss options and to continue with this matter until the Committee Review was complete. Councillors agreed to this and Councillors Goldsworthy, Pascoe and The Mayor would meet with the Conservation Officer.

c) RoSPA Reports

The Town Clerk reported that the annual inspection of the play parks had been completed. The Council had an unblemished record; there were a few minor items to attend to, such as long bolts to be cut back.

29/13 FUTURE OF THE MUSEUM MANAGEMENT COMMITTEE

The Town Clerk said that the Museum Management Committee had not met since March. He had had a discussion with the Curator and knew she wanted work to be done. The Management Committee included members from outside bodies such as Cornwall Council, Stuart House and the Old Liskeard Society. The Council's handyman was on long term sick leave. He had discussed this with the Mayor who had agreed that the Council should employ someone to catch up these odd jobs.

Councillor Holmes said that the Curator was creating new displays and the lighting was being changed from fluorescent to LED. This would protect the exhibits and also save running costs. He felt there was no need for a meeting at present. Councillors Tovar and Goldsworthy both said they had spoken with the Curator who had

expressed a desire to discuss things with Councillors. Councillor Hawken suggested that the Curator be invited to the next Council meeting.

Councillor L. Shrubsole said she had been impressed with the front of house when entering the Museum, Councillor Holmes said that this was shared with the TIC.

30/13 CORNWALL COUNCIL PLANNING DECISIONS

Addendum I was tabled and noted.

31/13 ACCOUNTS (Addendum II)

The Town Clerk reported that the Accounts were prepared on a monthly basis, it was not possible, at present, to prepare them every two weeks. The Council **RESOLVED** that the Accounts should be presented on a monthly basis.

32/13 PLANNING COMMITTEE REPORT

The proceedings and recommendations from the meeting held earlier that evening were verbally reported by Councillor Purdon and accepted by the Council.

33/13 CORRESPONDENCE

The correspondence schedule had been circulated and noted.

A discussion was held concerning the Play Equipment at Castle Park and other Parks provided by developers as a part of the planning consent.

The equipment at Castle Park was not operated by the Town Council, similarly that provided by developers, including the children's recreation area by Liskeard Road, remained unadopted, therefore were not maintained. It had been suggested that some residents travel to Saltash and Callington to shop so that their children could play in a park.

It was the intention to review children's play areas when the Committee Review was complete. The two Cornwall Councillor Members of the Town Council were asked to take up this matter and Councillors Purdon and Pascoe would make an inspection of the play areas.

34/13 Part II CONFIDENTIAL BUSINESS.

None

35/13 DATE OF NEXT MEETING

The next meeting would be held in the Council Chamber on Tuesday 11 June 2013

Councillor Brooks said that the Review Group would report to the Council at its subsequent meeting.

CORRESPONDENCE SCHEDULE

TOWN COUNCIL 28 MAY 2013

1. CORRESPONDENCE

1. e-mail from Jeremy Tucker introducing himself as the new Clerk to Menheniot Parish Council
2. e-mail from Richard Simpson re the condition and lack of playground equipment in the Town parks.
3. Letter from Belinda Smith Much has changed in Liskeard since she first wrote to the Council. Many congratulations.
4. Copy of letter to Cornish Times from Belinda Smith

