

LISKEARD TOWN COUNCIL

The **MINUTES** of the **MEETING** of **LISKEARD TOWN COUNCIL** held in the Council Chamber on Tuesday 15 July 2014 at 7.30 pm

PRESENT

The Mayor - Councillor Phil Seeva - in the Chair

The Deputy Mayor Councillor Jane Pascoe

Councillors: - Rachel Brooks, Ian Goldsworthy, Adam Hodgkins, Roger Holmes, Sally Hawken, Anne Purdon, James Shrubsole, Lorna Shrubsole and Hella Tovar

Cornwall Councillor Mike George

Locum Town Clerk - Sue Lee

Minute Clerk - Mr Stuart Houghton

Mayors Chaplin - The Reverend Mark Pengelly

Members of the Public - None

Members of the Press - None

Before the commencement of the meeting, the Mayor invited his Chaplin to lead with prayers

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

175/14 OPEN SESSION

The Mayor asked Cornwall Councillor George if he wished to address the Council. The invitation was declined.

176/14 APOLOGIES

Apologies were received from Councillors Tony Powell, Christina Whitty and Sue Pike.

177/14 DECLARATIONS OF INTERESTS, REGISTERABLE AND NON REGISTERABLE

No declarations of interests were made.

178/14 MAYORS REMARKS

The Mayor stated that he had thought that the previous month had been busy, but this month had topped it. He and the Deputy Mayor had attended the Civic Service and he thanked all Councillors who had attended. He intended to contact organisations in the Town who had previously attended these services with the hope of re-engaging with them in the future.

He was disappointed not to win the rowing regatta at Saltash, Councillor Pike had been the first Liskeard Mayor to lead a winning team they had recorded the fastest time of the day, but had not received any recognition. There were two options, to train for next year's event or to obtain the trophy by dubious means from Saltash Council!

Duloe school held a Junior Council in the Council Chamber, this was the first of a series of events for school children to experience the working of the Council. Dobwalls School would attend next week and Hillfort and St Martins schools had also been invited.

He attended the Henry Rice exhibition at Stuart House and the Old Cornwall Society Mid-Summer bonfire at Siblyback Reservoir where it was alleged that he had almost melted the Mayoral chain!

Carnival week had been busy with the Judging of the Pavement artists, leading the Fury Dance, in his shorts and Mayors robe. During the procession in the Albion, wearing his chain of office he was greeted by teasing, but it was worth it as the teasers became friendly and contributed to the collection for the Carnival.

He was unable to attend the Liskeard Show and was grateful for the Deputy Mayor's attendance; he thanked all Councillors who had manned the Council's display.

He attended events at St Cleer Youth Club and the Deputy Mayor attended the Torpoint Civic Service. Councillors had attended a Neighbourhood Plan meeting at St Neot with our three Cornwall Councillors.

Future events included the beating of the bounds, which will have to be rearranged, the opening of the Sensory Garden at Liskeard Hospital and more Junior council meetings.

Finally Liskeard FM will be on the air from Monday 21 July, all would be encouraged to listen from 10.00 am.

179/14 MINUTES OF THE MEETING OF THE TOWN COUNCIL HELD ON 17 JUNE 2014

The Mayor proposed, Councillor Hawken seconded and the Council **RESOLVED** that the Minutes of the Meeting of the Town Council, held on Tuesday 17 June 2014, be adopted. The Mayor signed these minutes.

180/14 MATTERS ARISING

None – a Clerk’s Report would be produced for the next meeting updating on all outstanding issues within the Council.

181/14 COMMITTEE REPORTS

a) PLANNING COMMITTEE HELD ON TUESDAY 3 JUNE 2014

Councillor Hodgkins proposed, Councillor Hawken seconded and the Council **RESOLVED** to adopt the Minutes of the Planning Committee Meeting held on Tuesday 3 June 2014.

b) COMMUNICATIONS AND ENGAGEMENT COMMITTEE MEETING TUESDAY 3 JUNE 2014

Councillor Brooks proposed, Councillor Purdon seconded and the Council **RESOLVED** to adopt the Minutes of the Communication and Engagement Committee Meeting held on Tuesday 3 June 2014.

c) STAFF COMMITTEE MEETING HELD ON THURSDAY 5 JUNE 2014

The Council received the notes of this meeting

d) MUSEUM MANAGEMENT COMMITTEE HELD ON MONDAY 9 JUNE 2014

Councillor Goldsworthy proposed, Councillor Brooks seconded and the Council **RESOLVED** to adopt the minutes of the Museum Management Committee held on Monday 9 June 2014.

e) PROPERTY COMMITTEE MEETING TUESDAY 10 JUNE 2014

Councillor Goldsworthy proposed, Councillor Hodgkins seconded and the Council **RESOLVED** to adopt the Minutes of the Property Committee held on Tuesday 10 June 2014.

f) PLANNING COMMITTEE MEETING TUESDAY 17 JUNE 2014

The Deputy Mayor proposed, Councillor Hodgkins seconded and the Council **RESOLVED** to adopt the Minutes of the Planning Committee Meeting held on Tuesday 17 June 2014.

g) FINANCE COMMITTEE MEETING TUESDAY 24 JUNE 2014

The Mayor proposed, Councillor Brooks seconded and the Council **RESOLVED** to adopt the Minutes of the Finance Committee Meeting held on Tuesday 24 June 2014.

Recommendation

Councillor Brooks proposed, the Mayor seconded and the Council **RESOLVED** to

ADOPT recommendation to amend the Financial Regulations, Standing Orders and Committee Terms of Reference as outlined in the Minutes

h) PLANNING COMMITTEE MEETING 1 JULY 2014

It was **RESOLVED** that the Minutes of this meeting be amended as follows under Any Other Business - regarding the Gypsy Lane site; “ the Cornwall Council Officer stated that Highways had made a technical survey of the roads and did not agree with the Town Council opinion that there would be problems in the future or that this proposal was over intensive development as it contained large gardens....”

The Deputy Mayor proposed, the Mayor seconded and the Council **RESOLVED** to adopt the Minutes of the Planning Committee Meeting held on Tuesday 1 July 2014 subject to the amendment outlined above.

i) COMMUNICATION AND ENGAGEMENT COMMITTEE MEETING TUESDAY 1 JULY 2014

Councillor Brooks proposed, Councillor Tovar seconded and the Council **RESOLVED** to adopt the Minutes of the Communication and Engagement Committee held on Tuesday 1 July 2014.

Recommendations

i To underwrite the funding for the improvements to the Finger Post signs as detailed in the Minutes.

Councillor Goldsworthy proposed the Deputy Mayor seconded an amendment to limit the sum underwritten by the Council to £4k subject to funding being available from other local bodies .

It was **RESOLVED** to accept this amendment and the Council **RESOLVED** to underwrite the cost of the improvements to the finger Posts signs to the sum of £4k subject to funding being available from other bodies.

ii The recommendation to adopt the “Lets go Cornwall” widget, did not require Council approval as there was no expenditure.

j) PROPERTY COMMITTEE MEETING HELD ON TUESDAY 8 JULY 2014

Councillor Goldsworthy proposed, Councillor Tovar seconded and the Council **RESOLVED** to adopt the Minutes of the Property Committee meeting held on Tuesday 8 July 2014.

Recommendations

i Councillor Goldsworthy proposed, Councillor Hodgkins seconded and the Council **RESOLVED** that the work recommended in the Electrical

Installation Condition Report be carried out, provided that a further two quotations be received before ordering the work.

- ii Councillor Goldsworthy proposed, Councillor Hodgkins seconded and the Council **RESOLVED** that the colour scheme for the external decoration of the Public Hall be classic cream walls, white door and window frames and apothecary blue doors.

Action:

Facilities Manager

- iii Councillor Goldsworthy proposed, Councillor Hodgkins seconded and the Council **RESOLVED** that they should enter into a joint management agreement with Cornwall Council for Westbourne Gardens and continue to negotiate for the inclusion of part of the lawn area.

- iv Councillor Goldsworthy proposed, Councillor Tovar seconded and the Council **RESOLVED** that, following the meeting with Cornwall Council's Tree Officer, a topographical survey of Westbourne Gardens should be made, subject to satisfactory quotations being received

Action: Locum Town Clerk

182/14 CO-OPTION OF TOWN COUNCILLOR

The Council had been notified by the Electoral Services Officer that an election had not been requested. It was agreed to discuss the way forward with this co-option at the September meeting and that the vacancy should be widely advertised.

Action: Agenda September

183/14 TOWN CLERK

- a To update on the recruitment procedure

The Mayor reported that fourteen applications had been received and five candidates shortlisted for interview. Two of the shortlisted candidates had withdrawn and preliminary interviews were held today with the remaining candidates who had been asked to attend formal interviews.

- b To discuss and decide on the appointment of the Locum, Town Clerk and agree the Contract of Employment.

It was **RESOLVED** to discuss the final arrangements for the Town Clerk interviews and the contract for the Locum Town Clerk at the end of the meeting as a confidential matter.

184/14 THE TOWN COUNCIL'S ROLE IN DELIVERING AND INFLUENCING LOCAL SERVICES

The Mayor stated that this was an important item for the future Council and asked Councillor Hawken to present it.

Councillor Hawken said that Cornwall Council were looking to reduce or devolve services in the Town and that the Town Council could lead and prepare business cases to take over services with discussion with the Local Network Manager. This could be moved forward when the new Town Clerk was in post. She advised that other organisations in the Town were interested in being involved and a meeting of all parties might be beneficial.

185/14 MAINTENANCE WORK TO 4 THE ARCADE

Councillor Goldsworthy advised that three quotations for the remedial work had been received.

Councillor Goldsworthy proposed, Councillor Tovar seconded and the Council **RESOLVED** to accept the quotation for £2100 with the work being carried out between the change of tenant at the end of September. Action: Facilities Manager to raise order

186 /14 NEIGHBOURHOOD PLAN REPORT (UPDATE FOR INFORMATION)

Councillor J. Shrubsole gave an update of the work of the Neighbourhood Plan Sub-Committee. The consultation period was coming to an end, the next step would be to disseminate the information received.

The Mayor thanked Councillor Shrubsole and all those involved in the Neighbourhood Plan.

187/14 CC PLANNING DECISIONS

Cornwall Council - Planning Decisions were tabled.

188/14 ACCOUNTS

The Accounts as Addendum II were tabled.

It was **RESOLVED** to accept the accounts for payment and the Chair signed the list of accounts as presented.

The Mayor declared an unregistrable interest in item 101087 and took no part in the discussion.

189/14 OTHER REPORTS

None.

190/14 CORRESPONDENCE

Notification of Code of Conduct training organised by Cornwall Council had been circulated and Members requested to inform the office if they wished to attend. A discussion regarding email correspondence took place and the Locum Town Clerk advised that the best way was for items of correspondence needing Council response being placed on the next appropriate agenda and the correspondent advised accordingly.

191/14 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, it was **RESOLVED** that the Press and Public be excluded from the meeting for the following item of Business.

192/14 ITEMS REFERRED FROM THE MAIN PART OF THE AGENDA

The Council were updated on the recruitment procedure and advised that final interviews would take place on Thursday 24 July with all Councillors invited to take part.

It was **RESOLVED** to take on the Locum Town Clerk to cover one day a week until the new Town Clerk takes up post at an hourly rate together with mileage for travel to and from work.

193/14 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960

Pursuant to Public Bodies (admission to meetings) Act 1960 it was **RESOLVED** that the members of the Press and Public be re-admitted to the Meeting.

Members ratified the discussions held in closed session.

194/14 DATE OF NEXT MEETING

The next meeting of the Town Council would be on Tuesday 16 September 2014 at 7.30 pm in the Council Chamber, Public Hall, West Street, Liskeard.

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