

## **LISKEARD TOWN COUNCIL**

**AT A MEETING** of the **TOWN COUNCIL** held in the Long Room on Tuesday 6 June 2017 at 6.45 p.m. there were present:

The Mayor – Councillor Christina Whitty – in the chair.

The Deputy Mayor – Councillor Tyler Bennetts.

Councillors – Rachel Brooks, Anna Clarke, Ian Goldsworthy, Sally Hawken, Roger Holmes, Jane Pascoe, Sue Pike, Tony Powell, Jan Raines and Sue Shand.

Town Clerk – Steve Vinson

Mayor's Chaplain – Kevin Grant

Members of the Public – None

Mayor's Chaplain led the Council in prayer.

The Mayor advised the Councillors and members of the public of Housekeeping matters.

**86/17 APOLOGIES** - None.

### **87/17 DECLARATIONS OF INTERESTS, REGISTERABLE AND NON REGISTERABLE**

Councillor Goldsworthy declared an interest in Agenda Item 14.

### **88/17 MAYOR'S REMARKS**

The Mayor updated Council on the following events that she had attended:

Beating the Bounds – The Mayor thanked those who had taken part. The event was attended by 26 people – of whom only 8 finished.

Relay for Life – The Mayor had offered to run for two different teams. The Liskeard teams have raised over £40,000.

HMS Raleigh – dinner hosted by Captain Ellie Ablett RN and by other senior officers.

Ellie Browns' 100<sup>th</sup> Birthday – This has been received favourable coverage in the press.

Truro Mayor Choosing. – The Mayor had attended this event.

**89/17 TO RECEIVE AND ADOPT THE MINUTES OF THE MEETING OF THE TOWN COUNCIL HELD ON TUESDAY 9 MAY 2017**

The Mayor proposed, Councillor Raines seconded and the Council **RESOLVED** to **ADOPT** the Minutes of the Council meeting held on Tuesday 9 May 2017.

**90/17 TO RECEIVE AND ADOPT THE MINUTES OF THE ANNUAL MAYOR CHOOSING MEETING OF THE TOWN COUNCIL HELD ON WEDNESDAY 17 MAY 2017**

Subject to the modification of “his” to “her” Chaplain on page 1, the Mayor proposed, Councillor Pike seconded and the Council **RESOLVED** to **ADOPT** the Minutes of the ANNUAL MAYOR CHOOSING of the Council held on Wednesday 17 May 2017.

**91/17 PUBLIC PARTICIPATION** None.

**92/17 CORNISH CHRISTMAS BID**

Councillor Brooks proposed, the Deputy Mayor seconded and the Council **RESOLVED** to **APPROVE** the revised bid to host the Cornish Christmas.

**93/17 INTERNAL AUDITORS REPORT 2016/2017**

The Town Clerk reported that the Internal Auditor had attended the offices that day and had completed and signed the Annual Internal Audit Report 2016/2017.

The Mayor proposed, Councillor Pike seconded and the Council **RESOLVED** to **ADOPT** the Internal Auditor’s Report 2016/2017.

**94/17 ANNUAL GOVERNANCE STATEMENT 2016/2017**

All Councillors had been supplied with copies of the Annual Return 2016/2017. The Town Clerk read to Council each of the parts of the Annual Governance Statement 2016/2017.

**Part 1 – “We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements”.**

The Deputy Mayor proposed, Councillor Clarke seconded, and the Council **APPROVED** this as a correct statement.

**Part 2** – “We maintained an adequate system of internal control, including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness”

Councillor Clarke proposed, Councillor Raines seconded, and the Council **APPROVED** this as a correct statement.

**Part 3** – “We took all reasonable steps to ensure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and proper practices that could have a significant financial effect on the ability of this smaller authority to conduct its business or on its finances”.

Councillor Raines proposed, Councillor Pike seconded, and the Council **APPROVED** this as a correct statement.

**Part 4** - “We provided proper opportunity during the year for the exercise of electors’ rights in accordance with the requirements of the Accounts and Audit Regulations.”

Councillor Pike proposed, Councillor Hawken seconded, and the Council **APPROVED** this as a correct statement.

**Part 5** – “We carried out an assessment of the risks facing this smaller authority and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required”.

Councillor Hawken proposed, Councillor Pascoe seconded, and the Council **APPROVED** this as a correct statement.

**Part 6** – “We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.”

Councillor Pascoe proposed, Councillor Goldsworthy seconded, and the Council **APPROVED** this as a correct statement.

**Part 7** – “We took appropriate action on all matters raised in reports from internal and external audit.”

Councillor Goldsworthy proposed, Councillor Holmes seconded, and the Council **APPROVED** this as a correct statement.

**Part 8** - “We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year end, have a financial impact on this smaller authority and, where appropriate have included them in the accounting statements.”

Councillor Holmes proposed, Councillor Brooks seconded, and the Council **APPROVED** this as a correct statement.

**Part 9** – “Trust Funds including charitable. In our capacity as the sole managing trustee we discharged our accountability responsibilities for the fund(s)/assets including financial reporting and if required independent examination or audit”

Councillor Brooks proposed, Councillor Shand seconded, and the Council **APPROVED** this as a correct statement.

### **95/17 ACCOUNTING STATEMENTS 2016/2017**

The Mayor proposed, the Deputy Mayor seconded and the Council **RESOLVED** to **APPROVE** the Accounting Statements 2016/2017.

### **96/17 DATE OF THE NEXT MEETING**

The next meeting will be held at 7.30 p.m. on Tuesday 27<sup>th</sup> June 2017.  
Councillor Pike gave her apologies in advance.

Councillor Hawken proposed, Councillor Goldsworthy seconded and the Council **RESOLVED** to move into PART II.

Councillor Goldsworthy left the meeting as this point.

### **97/17 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;

### **HONOURED BURGESS 2017**

### **CO-OPTION INTERVIEWS**

**98/17 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960**

Pursuant to Section 1(2) of the Public Bodies (admission to meetings) Act 1960 the Press and Public were readmitted to the meeting.

Councillor Holmes proposed, Councillor Pascoe seconded and the Council **RESOLVED** to **ADOPT** the recommendations made in closed session. The recommendations being:

**99/17 HONOURED BURGESS 2017** That the Council award Honoured Burgess status to Owen Hoskin and Jean Hoskin for their outstanding contributions to the life of Liskeard.

**100/17 CO-OPTION** That the Council approve the co-option of Jenny Haley and David Ambler as Councillors to fill the two current co-option vacancies.