

LISKEARD TOWN COUNCIL

AT A MEETING of the **FINANCE AND STRATEGY COMMITTEE** held in the Council Chamber at 7.30 pm on Tuesday 27 October 2015 there were present:

The Mayor - Councillor Phil Seeva - in the Chair

The Deputy Mayor, Councillor Jane Pascoe - Ex-Officio

Councillors: Ian Goldsworthy, Lorna Shrubsole, James Shrubsole and Hella Tovar

Also in attendance: Councillor Sally Hawken

Town Clerk: Steve Vinson

Minute Clerk: Stuart Houghton

Members of the Public: John Lennon

397/15 APOLOGIES

An apology was received from Councillor Rachel Brooks

398/15 DECLARATIONS OF INTEREST

None.

399/15 MINUTES OF THE FINANCE & STRATEGY COMMITTEE MEETING 22 SEPTEMBER 2015

The Mayor proposed, Councillor J. Shrubsole seconded and the Committee **APPROVED** the Minutes of the Finance and Strategy Committee meeting held on the 22 September 2015. The Mayor signed these Minutes.

400/15 TOWN CLERK'S REPORT - FOR INFORMATION

The Town Clerk's report had been circulated, all items were in the Agenda for this meeting.

401/15 PUBLIC PARTICIPATION

John Lennon attended the meeting to present details of the organisation of the Liskeard Lights Up Parade. He thanked the Committee for this opportunity to address the Council as he had concerns about the future for the event.

He said that the organisation of the event was not just a case of raising money, although this was a governing factor, the event relied on the goodwill of many

volunteers who checked the condition of the lights, erected the trees and lights, assisted in the production of the lanterns and marshalled the Parade. 8 local schools and about 20 other organisations in the Town took part in the Parade.

Historically the Chamber of Commerce had financed the lights and the Town Traders the events in the Town, and this year the schools were making a financial contribution. The event also received finance from the Town Council and Town Forum as well as from other voluntary organisations and some of the “national” shops and banks, but this varied from year to year. Last year the event cost less than £4k, this year the cost was looking to be about £4.475k, about a 16% increase.

Although this was the best attended event in the Town each year it was not a “Town” event. In other parts of Cornwall and in North Devon the Town Councils took ownership of the event and he was asking for the Town Council to do this. He thought that the event would still be run by the volunteers but if it was an official Town event the financing and future would be secure.

The Mayor thanked John for the information; this matter would be on the agenda for the next Finance Committee Meeting which would make recommendations to the full Council.

402/15 BUDGET REPORT TO 30 SEPTEMBER 2015

The budget report to 30 September 2015 had been circulated and was noted.

There was a question as to whether two lines on the budget report related to the Neighbourhood Plan. The Town Clerk replied that it related to the WRAP energy consultancy grant, not the Neighbourhood Plan.

403/15 FINANCIAL RISK MANAGEMENT

The Town Clerks report contained details from the Councils Insurance Broker and its recommendations for the revaluations of the Councils buildings, silverware and regalia. It had been 8 years since the Council had had its assets valued, although the value had been increased for insurance purposes, in accordance with inflation, each year.

Councillor Goldsworthy proposed, Councillor Tovar seconded and the Committee **RESOLVED** to **RECOMMEND** that the Council accepts the recommendation made by its Insurance Broker, WPS, for the revaluation of its assets and use Barratt Corp Harrington.

404/15 GRANT APPLICATION

An application for a grant of £500 had been received from the Stuart House Trust, as a contribution towards the cost of replacing windows and lighting equipment in the building estimated to cost about £33k.

Councillor Goldsworthy proposed, Councillor L. Shrubsole seconded and the Committee **RESOLVED** to award a grant of £500 to the Stuart House Trust.

405/15 NEIGHBOURHOOD PLAN UPDATE

Councillor J. Shrubsole said that the working groups had now brought their reports together for checking and to be worked up into an outline Plan.

The plan was now at the stage when professional help would be needed to draft the Plan in accordance with the Policies and format required by Cornwall Council. Enquiries had been made into the potential cost for this professional help, various amounts had been suggested ranging from £100 per hour to £1000 per day. It was recommended that the current Neighbourhood Plan Project Manager, Steve Besford Foster, should be engaged to do this work.

The Town Clerk reported that a grant had been received to pay for this service, if the grant was not used for this it would have to be repaid.

Councillor J. Shrubsole proposed, the Deputy Mayor seconded and the Committee **RESOLVED** to **RECOMMEND** that Councillor J. Shrubsole and the Town Clerk draw up an appropriate specification, for the required planning advice and policy, and that in accordance with the provision of Financial Regulation 11.1.a.ii the existing Neighbourhood Plan Project Manager be appointed to do the necessary work, up to the amount of the grant awarded for this item.

406/15 INFORMATION TECHNOLOGY. PROVISION OF A NOTE PAD/ TABLET FOR THE TOWN CLERK

The Staff Committee had referred this item to the Finance Committee as it did not have a budget other than for training.

The Mayor proposed, Councillor Goldsworthy seconded and the Committee **RESOLVED** that a notebook/tablet be provided for the use of the Town Clerk provided that the device chosen would be compatible with the Councils existing IT systems, up to a maximum cost of £250.

407/15 CORNWALL COUNCIL POLICY REPORT ON LIBRARY PROVISION

The Mayor asked Councillor Hawken to report on the meeting held earlier this evening. She said that relevant papers had been circulated to the Committee and that 22 groups had expressed an interest in the provision of the Library service. The Cornwall Council report recommended that they would progress the Community Interest route for the provision of the Library service.

The Devolution Working Group had been informed that Cornwall Council would

provide Site Manuals that detailed the operational costs for the Library; when this document had been received a meeting would be arranged with Cornwall Council to discuss the options. This meeting would not give any commitment to Cornwall Council, it would be for fact finding. Members of other organisations in the Town, and representatives of Liskeard School would be invited to attend this meeting.

Following this meeting the Devolution Working Group would present their recommendation to the Council.

408/15 CHRISTMAS CAR PARKING

The Town Clerk handed out a copy of an e-mail, received from Cornwall Council, giving details of the daily costs for providing free parking in the Cattle Market, Westbourne and the Upper Sun Girt car parks.

Councillor Hawken said that she had discussed the possibility of free car parking, for selected days in the run up to Christmas, with Cornwall Council. They had provided the figures that had been circulated and had indicated that they would prefer to deal with one organisation in the Town; she proposed that the Town Council should be the single organisation. Members discussed various options for funding and free parking locations that included;

1. Other organisations such as the Town Centre Partnership, Chamber of Commerce and the Traders Association should be asked to contribute to the cost
2. Free parking would increase footfall in the Town
3. The Town Forum had committed to support this, up to £1500, but wanted to decide what days the free parking should be, and would withdraw its support should other organisations not support this
4. The free parking must be given good publicity
5. Should the free period be for a full day or for say, the first two hours?
6. The new car parking machines could record this information
7. Plan earlier next year

The Mayor proposed, Councillor Tovar seconded and the Committee **RESOLVED** to **RECOMMEND** that the Council **SUPPORT** free parking in the Cattle Market, Westbourne and Upper SunGirt car parks on 4 Saturdays, from 26 November 2015, to a maximum cost of £1940, and that the Town Centre Partnership be asked to match the costs and the Traders Association provided promotional material.

409/15 DEVOLUTION WORKING GROUP REPORT

The Mayor reported that the latest position had been reported under the Library heading earlier.

Generally the progress of the Group had slowed waiting for responses from

Cornwall Council. As this information was received it would be presented to the Council with the Group's recommendations.

410/15 CORRESPONDENCE

The Town Clerk said that he had received a letter from Tempus Leisure asking to meet the Town Council to discuss issues such as the ongoing operational and capital repair costs for the Lux Park Leisure Centre.

Councillor Hawken said that Cornwall Council had received considerable interests from Leisure Facility suppliers and would prepare a register of local organisations, including Liskeard School, which would be interested in discussing the proposals for the future of the Leisure Centre.

She would register the Town Councils interest in this item.

411/15 DATE OF NEXT MEETING

The next Finance and Strategy Committee meeting would be at 7.30 pm on 24 November 2015

412/15 PART II - PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960

The Mayor proposed, the Deputy Mayor seconded and the Committee **RESOLVED** that;

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 proposed by the Mayor and seconded by Councillor Goldsworthy that the Council **RESOLVED** that the Press and Public be excluded from the meeting for the following item of Business.

1. To receive the Minutes of the Confidential section of the Finance Committee meeting held on Tuesday 22 September 2015.

413/15 PART II

The Mayor proposed, the Deputy Mayor seconded and the Committee **RESOLVED** to accept the recommendations made in closed session to;

note the Confidential Minutes of the previous meeting of the Finance Committee.