

## **LISKEARD TOWN COUNCIL**

**AT A MEETING** of the **TOWN COUNCIL** held remotely on Tuesday 28<sup>th</sup> April 2020 at 7.30 p.m. there were included:

The Mayor – Councillor Rachel Brooks – in the chair.

Deputy Mayor – Councillor Sandra Mitchell

Councillors – David Ambler, Ian Barlow, Simon Cassidy, Ian Goldsworthy, Sally Hawken, Jane Pascoe, Sue Shand, Julian Smith, Tony Powell and Christina Whitty.

Town Clerk – Steve Vinson

Mayors Chaplain – Rebecca Bell

Responsible Financial Officer and Deputy Town Clerk - Yvette Hayward

Facilities Manager - Jacqui Orange

Members of the Public – Dr Tim Cook (Hillfort Primary School), Nick Craker (Cornwall Councillor), Jayne Darlington (Caradon Covid19 Face Mask Group), Tom Hurdwell (Liskeard School and Community College).

Rebecca Bell led the council and members of the public in saying special prayers for the town and council.

**553/19 APOLOGIES** – Councillor Taylor.

### **554/19 DECLARATIONS OF INTERESTS, REGISTERABLE AND NON-**

#### **REGISTERABLE**

– The Deputy Mayor, Councillors Cassidy and Smith as School Governors at Hillfort School Agenda Item 8.c. Councillor Cassidy had assisted the applicant to complete the grant application form Agenda Item 8.e. Councillor Ambler in Agenda Item 10 Schedule of Payments Pckernow BACS payment £90. Councillor Goldsworthy Agenda Item 10 Schedule of Payments HE Goldsworthy BACS payment 12 £9.96 and a registerable interest in Agenda Item 7.a Planning Minutes.

**555/19 MAYOR'S REMARKS** – “I hope you and your families are all well at this difficult time.

We are trying out a different platform for video conferencing, which we hope will work better than last time but we are all learning how it works so please bear with me and with the system.

We always knew that Liskeard was a caring and active community and that has been shown very clearly in the past month or so as organisations and individuals have stepped up to help each other in so many ways. We've already been able to give grant funding to some of these and we're looking at more applications tonight.

I'd like to pay tribute to all the key workers who live or work in Liskeard. NHS workers, carers, Cornwall Council staff, school staff, people who work in retail, transport staff, everyone who is out working to keep things going while most of us stay at home. This morning we observed a minute's silence for those key workers who have died during the Coronavirus crisis. We honour those who have died and those who keep going. We now all know how much we rely on those often low-paid workers, many from minority ethnic groups and I hope that when this is over we will make changes as a society to reflect that.

More specifically to the Town Council, I'd also like to thank all our staff, led by Steve, Yvette and Jacqui, who have adjusted quickly to very different working patterns and taken on very effectively everything they have been asked to do. As you'll hear later some of that is directly related to the current crisis, like providing information and processing grants, and much of it is the important behind the scenes work to ensure the council continues to operate. Steve and Yvette have also been putting a lot of work into our application for the Cattle Market Makers project, which will be needed more than ever in the difficult economic times we face.

We all came into this council to make a difference and our abilities to do that at the moment vary a lot because the council's activities are so curtailed and some of us have significant caring responsibilities. Councillor Naomi Taylor has asked for a leave of absence because of her responsibilities at home and of course I've granted that and hope we can soon welcome her back.

In these strange times, let's do what we can and be understanding of ourselves and others about what can't be done. Let's keep looking for how we can work with others to support all parts of our local community."

#### **556/19 TO RECEIVE AND ADOPT THE MINUTES OF THE 24<sup>TH</sup> MARCH 2020**

**COUNCIL MEETING:** – The Mayor proposed, Councillor Hawken seconded, and the Council **RESOLVED** to **ADOPT** the minutes of the Council meeting held on 24<sup>th</sup> March 2020.

**557/19 PUBLIC PARTICIPATION** – Tom Hurdwell (Liskeard School and Community College) – spoke in support of the application at 8a and answered questions.

- Pengover, Beechlawns and Eventide care homes had received or were receiving visors.
- Liskeard Ambulance Service had received visors.
- Dolls House manufacturer on Liskeard Business Park who had switched to visor production was providing technical advice to the School and Community College.
- Cornwall Council has similar funds for which to apply.

Jayne Darlington (Caradon Corvid19 Face Mask Group) – spoke in support of the application at 8b and answered questions.

- The cost of materials had increased to £130.
- No provision for travel had been included in the application to the Council.
- The possible introduction of guidance that face masks should be worn more frequently would increase the demand locally from shop workers and residents.
- Cornwall Council might supported this through the councillors community chest.

Dr Tim Cook (Hillfort Primary School) – spoke in support of the application at 8c and answered questions.

- The Schools' initiative was commended in taking action to help pupils from income deprived households.
- The School believed that as they had a very small reserve, they would not qualify for any Government help with the cost.
- The Local Education Authority has the view that an application for Government support would be successful.

### **558/19 SOCIAL EMERGENCY FUND AND GRANT APPLICATIONS**

- A. **LISKEARD SCHOOL AND COMMUNITY COLLEGE** – Following discussion Councillor Powell proposed, Councillor Goldsworthy seconded and the Council **RESOLVED** to approve a grant of £1,000, with the suggestion that the applicant also investigate Cornwall Council grant support. The applicant is to note that the Town Council would consider a further application, subject to the future demand for visors locally.
- B. **CARADON CORVID19 FACEMASK GROUP** - Following discussion Councillor Shand proposed, Councillor Powell seconded and the Council **RESOLVED** to approve a grant of £250 with the suggestion that the applicant also investigate Cornwall Council grant support. The applicant is to note that the Town Council would consider a further application, subject to the future demand for face masks locally.
- C. **HILLFORT PRIMARY SCHOOL** – Following discussion Councillor Hawken proposed, Councillor Ambler seconded and the Council **RESOLVED** to approve a grant of £2,033, subject to the understanding that the school will also apply for Government support and should the Government pay the costs to Hillfort School, Hillfort Primary School would repay the Town Council its grant.
- D. **REAL JUNK PROJECT** – Following discussion the Deputy Mayor proposed, Councillor Hawken seconded and the Council **RESOLVED** to approve a grant of £1,300 to the Junk Food Project

- E. **CORNWALL AIR AMBULANCE** – Following discussion, Councillor Hawken proposed, Councillor Shand seconded and the Council **RESOLVED** to approve the request for £300 from the Grants Budget rather than the Social Emergency Fund.

**559/19 TOWN CLERK'S UPDATE – ITEMS FROM 24<sup>TH</sup> MARCH 2020**

**Minute 540/19 WASTE MANAGEMENT REMOVAL OF RECYCLING BINS.**

Confirmation of the new date had not yet been received.

Councillor Goldsworthy left the meeting at this point.

**560/COMMITTEE MEETINGS – MINUTES:**

- A. Councillor Powell proposed, Councillor Pascoe seconded and the Council **RESOLVED** to **RATIFY** the minutes of the Planning Committee held on Monday 30<sup>th</sup> March 2020.
- B. Councillor Powell proposed, Councillor Smith seconded and the Council **RESOLVED** to **RATIFY** the minutes of the Planning Committee held on Monday 24<sup>th</sup> April 2020.
- C. The Council noted the Planning Decisions February – April 2020 Addendum

Councillor Goldsworthy returned to the meeting at this point.

**561/19 BUDGET UPDATE (TO 29<sup>TH</sup> FEBRUARY 2020)** – Noted. For the next Council meeting a note on the forecast impact of Coronavirus on budgets was requested showing income and expenditure.

**562/19 SCHEDULE OF PAYMENTS** – The Mayor proposed, Councillor Smith seconded and the Council **RESOLVED** to approve the schedule of payments. It was agreed to look at further guidance on the circumstances where payments can be made to businesses owned by town councillors.

**563/19 CORONAVIRUS UPDATE – a). Town Council Facilities** – Noted. **b). Providing Information to Local People** – The RFO/Deputy Town Clerk gave a verbal update on the leaflet, spreadsheet of local services and advice line.

**564/19 COMMUNITY LEAD LOCAL DEVELOPMENT – CATTLE MARKET MAKERS PROJECT** – **a). To update on progress**. The Mayor noted that further information had been previously circulated by e-mail including a more detailed breakdown of costs and income for the project. The RFO/Deputy Town Clerk explained the report and clarified some of the points raised.

- Income included fees and hire charges for space and equipment as well as rents for the workshops themselves.

- The posts were fixed term contracts directly linked to the availability of the ERDF and ESF funding. When the funding stopped the posts would finish.
- For the meeting at which the application and spreadsheets were being considered there should an income and cost analysis for the ongoing financial situation.

**b). to comment on the Partnership discussion document** – The Mayor spoke to the draft paper and the following points were made:

- The Partnership discussion document would go on to form the basis of a heads of terms for a lease.
- It should be clear that only the staff employed for the Cattle Market Makers project would provide support to the larger Cornwall Council workspaces project.
- Cornwall Council, Liskeard Town Council would be the main partners along with the Plymouth College of Arts.
- Rent comparisons had been conducted with the Cattle Market small units (all occupied) and the Liskerrett Centre (all occupied and a waiting list).

**c). to confirm that a special meeting of Council will be held on 12<sup>th</sup> May 2020 to consider the application and draft heads of terms** – Agreed

**565/19 REGISTER OF DELEGATED DECISIONS** – Noted

**566/19 EQUALITY AND DIVERSITY POLICY** – following discussion it was agreed to include “Councillors and Volunteers” after mentions of Staff and employees in the document and to bring a further draft back to the special meeting on 12 May.

**567/19 SUSTAINABLE DEVELOPMENT POLICY STATEMENT** – Following clarification and discussion, Councillor Hawken proposed, Councillor Smith seconded and the Council **RESOLVED** to adopt the Policy statement. Once the outputs and workplan for the project had been agreed, these should be included in the policy template and be brought back for adoption.

**568/19 DATE OF THE NEXT MEETING** – 26<sup>th</sup> May 2020 at 7.30pm.

The Mayor proposed, Councillor Goldsworthy seconded, and the Council **RESOLVED** to move into PARTII.

**569/19 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:

**ROUNDBURY PARK – LAND ACQUISITION** - to receive an update.

**LAND AT WELL LANE** – to note feedback since the last meeting.

**LAND AT MAUDLIN FARM** – to report on the responses to further investigations.

**CORONAVIRUS UPDATE** – to update on staff.

**570/19 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 Shand seconded and the Council **RESOLVED** to adopt the resolutions.

**ROUNDBURY PARK – LAND ACQUISITION** – To instruct the agent to follow up on the full and final offer.

**LAND AT WELL LANE** – Speak to the landowner of the adjacent property once the Covid19 lockdown is over.

**LAND AT MAUDLIN FARM** – Firstly, check with the Education Service. If not clear engage with the Environmental Health Service as per their offer. Possible tendering exercise.

**CORONAVIRUS STAFF UPDATE** – a) Liskeard Town Council should use the Coronavirus Job Retention Scheme (Councillor Goldsworthy asked for his name to be recorded as voting against the resolution). b) to furlough the staff as detailed in the report. c) to encourage staff whether furloughed or not, to register with Volunteer Cornwall if they are able to do so.