

## **LISKEARD TOWN COUNCIL**

**AT A MEETING** of the **TOWN COUNCIL** held in the Council Chamber on Tuesday 23 July 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, Roger Holmes, Sally Hawken, Nick Mallard, Jane Pascoe, Anne Purdon, James Shrubsole, Lorna Shrubsole, Hella Tovar and Christina Whitty

The Town Clerk - Mr Andrew Deacon

Minute Clerk Mr Stuart Houghton

Members of the Public –Denise Larner, Ray Meadows, John Tovar, Paul Pascoe, Alexia Herring, Peter Murnaghan, M Halloway and Roger Gill

Before the commencement of the meeting, The Mayor invited Councillor Purdon to lead with prayers.

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

### **136/13 OPEN SESSION**

Mr R. Gill addressed the Council.

He said that he had just witnessed the Planning Committee meeting and could not believe the indecision shown by Councillors. He could not believe that anyone could think that the Ten creek development would have any benefit to the Town, it was located next to the Morrisons store and the Argos/ Homebase complex, none of the new residents would travel into the Town. Recently an American town had filed for bankruptcy, this proposed development would cause Liskeard centre to die.

The detail was the proposal, not what type of building would be built. The Royal Mail sorting office and the proposed cinema had been included to gain the planning permission for the developer to make a profit.

Some local developments had not been completed; roads had not been completed or adopted as they were not up to specification, why were bonds not insisted on so that these problems could be dealt with?

The Mayor said that the Council could only make recommendations, as this development was not located within the Town's boundary.

Councillor Mallard said that the application was not concerned with the type of building to be provided or if the cinema would be built. This was an outline application; the only item that was certain was the access road, which was acceptable.

### **137/13 APOLOGIES**

Apologies were received from Councillors Tony Powell and Katrina Dawe.

### **138/13 DECLARATIONS OF INTEREST PECUNIARY OR NON PECUNIARY**

Councillor Pascoe declared an interest in the Tencreek Development.

### **139/13 MAYORS REMARKS**

The Mayor stated that she had received training in “Chairmanship” and “How to be a Good Councillor”. She had found it to be both interesting and helpful. She wanted this to be a well-trained Council with every Member receiving up to date information and training. The training would start in September and would include preparing agendas and taking minutes.

She had been very busy representing the Town. She had attended the Lion’s Carnival week, joined the Furry dance, judged the Pavement Artists and Carnival entries. She had attended Civic Services at Torpoint and Launceston and had found their alternatives to be interesting and they were willing to share their experiences with us.

This Saturday she would be in Fore Street to meet Parishioners to answer their questions and on Sunday it would be the Beating of the Bounds. Those taking part are to meet at the Homebase car park at 10.30 am and everyone was invited. Those that could not manage the walk, could join them at Treworgy for a picnic lunch.

### **140/13 MINUTES OF THE TOWN COUNCIL MEETING HELD ON TUESDAY 25 JUNE 2013**

#### **Corrections**

#### **Public Conveniences and Westbourne Gardens (Minute 104/13)**

Councillor L. Shrubsole asked for details of the running cost of the toilets in relation to the budget to be provided.

#### **Informal meeting held on 11 June 2013 (Minute 104/13)**

Councillor Brooks suggested an alternative wording for the first sentence of the first paragraph

“Councillor Brooks put to the Members that the Priorities agreed at the informal meeting had been put to the last Council meeting, but not formally adopted, and she proposed that this now happen.”

Councillor Mallard responded that Councillors must not refer to informal meetings and must stop working outside of proper meetings. He suggested that the list of priorities be attached to the Minutes.

Councillor L. Shrubsole referred to paragraph 7 and suggested that after “the subject already” the following alteration.

“some priorities for this year with others to follow in subsequent years.”

Committee Review Report (Minute 113/13 (page 8 paragraph 6))

Councillor Shrubsole to read Councillor J. Shrubsole

Councillor Purdon proposed, Councillor Seeva seconded and the Council **RESOLVED** that with the above corrections the Minutes of the Meeting of the Town Council held in the Council Chamber on Tuesday 25 June 2013 be adopted and signed by the Mayor as a true record of proceedings.

#### **141/13        MATTERS ARISING FROM THE MINUTES**

Town Crier Newsletter (Minute 104/13)

The Town Clerk was requested to provide details of the cost of previous editions.

#### **142/13        COMMITTEE REPORTS**

##### **a)        PLANNING COMMITTEE TUESDAY 25 JUNE 2013**

Councillor Purdon proposed, Councillor L. Shrubsole seconded and it was **RESOLVED** that the Minutes of the meeting held in the Council Chamber on Tuesday 25 June 2013 be adopted.

##### **b)        PLANNING COMMITTEE 9 JULY 2013**

The Mayor proposed and Councillor Holmes seconded and it was **RESOLVED** that the Minutes of the meeting held in the Council Chamber on the 11 June 2013 be adopted with the exclusion of the Ten creek application discussion, as it had been agreed that the decision on this application be deferred.

**143/13 ADOPTION OF MEMBERS TO REPRESENT THE COUNCIL ON OUTSIDE BODIES**

Following a discussion about the number of representatives for the Safer Liskeard Group, the Council agreed that one representative would suffice now, and they **RESOLVED** to adopt the Members as listed.

**Association of Larger Local Councils of Cornwall (ALLCC)**

Councillor James Shrubsole

**CATS**

Councillor Hella Tovar

**CCTV**

Councillors Nick Mallard and Ian Goldsworthy

**Community Network Area**

The Mayor, the Deputy Mayor and other Members as required

**County Association of Local Councils (CALC)**

Councillor James Shrubsole

**Elliot Exhibition**

Councillor Tony Powell

**Emergency Planning Co-ordinator**

Councillors Nick Mallard and Ian Goldsworthy

**Footpaths and Rights of Way Co-ordinator**

Councillor Hella Tovar

**Healthy Living Forum**

Councillor Hella Tovar

**Liskeard and District Sports Association**

Councillor Phillip Seeva

**Liskeard Lights Up Committee**

Councillors Jane Pascoe, Christina Whitty and Phil Seeva

**Looe Valley Line**

Councillor James Shrubsole

**Police**

Councillors Nick Mallard and Ian Goldsworthy

**Safer Liskeard**

Councillor Hella Tovar

### **Stuart House Trust**

The Mayor

### **Town Forum**

Councillors Lorna Shrubsole, Rachael Brooks, Roger Holmes, Nick Mallard and Jane Pascoe.

### **Town Team**

Councillor Rachel Brooks

### **Twinning Association**

Although the Twinning Association had not met for four years the Mayor would continue to be President. The Association was dormant.

### **United Charities**

Councillor Christina Whitty and the current Mayor.

### **SECTA (South East Cornwall Tourist Association)**

Councillor Lorna Shrubsole

The Mayor for the current year and the Town Clerk are both Trustees for the **Philip Blamey Trust** and the **Eve Bowles Memorial Fund**.

The Mayor for the current year is a Trustee of the **Alex Page Trust**

## **144/13 ADOPTION OF THE COMMITTEE STRUCTURE AND MEMBERS FOR THE ENSUING YEAR**

The Mayor proposed, Councillor Goldsworthy seconded and the Council **RESOLVED** to adopt the Committee structure and dates as follows;

### **PLANNING**

Councillors L. and J. Shrubsole, N Mallard, J Pascoe, A Purdon, T Powell and C Whitty.

### **FINANCE AND STRATEGY**

The Mayor, Deputy Mayor and the Chairmen and Deputy Chairmen of the Communication and Engagement Committee, the Property Committee and the Museum Management Committee.

### **COMMUNICATION AND ENGAGEMENT**

Councillors L. and J. Shrubsole, H Tovar, A. Purdon, R Brooks, R Holmes and J Pascoe.

## **PROPERTY**

Councillors I Goldsworthy, N Mallard, T Powell, H Tovar, J Pascoe, S Hawken and C Whitty.

## **MUSEUM**

Councillors I Goldsworthy, A Purdon, J. Shrubsole, R Holmes, R Brooks and the Curator, the Old Cornwall Society, three Museum volunteers, a representative of Stuart House and Stephanie Meads of Cornwall Council.

## **STAFF**

The Mayor, Deputy Mayor and the Chairmen of the Communication and Engagement Committee, the Property Committee and the Museum Management Committee.

### **Suggested meeting times;**

<b>Planning Committee</b>	1 <sup>st</sup> and 3 <sup>rd</sup> Tuesday of the month at 6.45 pm
<b>Communications and Engagement Committee</b>	1 <sup>st</sup> Tuesday of the month at 7.30 pm
<b>Property Committee</b>	2 <sup>nd</sup> Tuesday of the month at 7.30 pm
<b>Staff Committee</b>	2 <sup>nd</sup> Tuesday of the month, initially, then as required
<b>Museum Management Committee</b>	A Monday at 6 week intervals at 7.30 pm
<b>Finance and Strategy Committee</b>	4 <sup>th</sup> Tuesday of the month at 7.30 pm
<b>Town Council</b>	3 <sup>rd</sup> Tuesday of the month at 7.30 pm (after planning)

### **145/13 TO REINSTATE STANDING ORDER 12 (f)**

The Mayor reported that the Standing Order had been suspended to allow the Committee Review to be made. Now that this was complete and the Council had resolved to adopt the recommendations of the Review Committee, she asked that Standing Order 12(f) be reinstated.

Councillor Brooks proposed, Councillor Hawken seconded and the Council **RESOLVED** that Standing Order 12(f) be reinstated.

## **146/13      SIGNING OF THE PUBLIC CONVENIENCES DOCUMENTATION**

Councillor Hawken said she was surprised that the Members had not seen the documents relating to the transfer of the toilets. She was aware that there had been complaints at Porthleven as the toilets had been closed whilst the transfer deeds were agreed.

The Town Clerk replied that although he was in discussion with Cornwall Council about the transfer deeds, the toilets in Liskeard had, and would, remain open. He, as a qualified solicitor, had concerns about some of the terms the documents contained and had sought advice from an independent firm of Solicitors who had agreed with him. His main concern had been that the document for the Westbourne Toilets did not include the specific right of entry. This omission implied that any vehicle the Council used during maintenance work would have to pay the car park charges, and there was no right to break up the surface to maintain pipes etc. The documents also contain covenants that restrict the use of the land for toilets only, and if the Council disposed of the land, 50% of any profit would have to be paid to Cornwall Council.

He had inspected the Westbourne toilets with Mike Mitchell of Cormac who had agreed that the window stays would be replaced. The tiling was complete and he was investigating the location of the stop tap and electricity meter. He had also inspected the Sun Girt toilets and had found the stop tap to be leaking; Cornwall Council would have this repaired prior to handover.

A water leak had been located at the Dean Street toilets following the receipt of a bill for £2700. The water supply had been inspected and it was confirmed to be leaking between the meter and the toilets. The supply had been isolated and the toilets closed until the repair was completed by South West Water. This repair would also need the Council to modify the pipework inside the toilets to accept the new supply pipe.

In response to Councillor Hawken's question, the Town Clerk said he would send details of the grants to be received from Cornwall Council for the transfer of the toilets tomorrow. Councillor Goldsworthy said he suspected that the grants would not be retrospective, we would only receive the portion of the grant relating to the time that the Council operated the toilets. Councillor Mallard agreed with Councillor Goldsworthy and suggested that as the Town Clerk was a qualified solicitor and he had sought outside professional advice we should get on with it. In response to a comment from Councillor Holmes, he said that the Dean Street toilets were not on the Agenda, if they were to be discussed, they must be added for the next meeting.

Councillor L. Shrubsole said she was concerned about the cost of running three sets of toilets and asked the Cornwall Councillors present to inform the Council how much it had cost Cornwall Council to operate them, as she was concerned that the

operating costs might not have been included in the budget. Councillor Goldsworthy said that monies had been included in the budget for the operation of the toilets, if the Committees had not been suspended, all Councillors would be aware of this, now that the Committees had been reinstated it would become apparent.

Councillor Hawken said that it was an Agenda item to sign the Public Convenience Documentation, on a point of principle, she felt that Members should have seen the documents before they were signed. However, she agreed with Councillor Mallard that the documents should be signed now, but as a matter of principle for the future, Members should see all documents before signature.

In response to Councillor Goldsworthy, the Town Clerk said that the agreements were not retrospective, no charges could be made to this Council for any expense incurred by Cornwall Council prior to the transfer of the toilets.

The Council **RESOLVED** that the Mayor and the Town Clerk sign the transfer lease for the Sun Girt Toilets.

#### **147/13      CORNWALL COUNCIL PLANNING DECISIONS**

Addendum I was tabled and noted.

#### **148/13      ACCOUNTS**

Addendum No.2 was presented and noted

#### **OTHER REPORTS**

#### **149/13      TO RECEIVE THE MINUTES OF THE TOWN FORUM AGM HELD ON WEDNESDAY 5 JUNE 2013**

The Minutes of the Town Forum AGM held on Wednesday 5 June 2013 were noted.

#### **150/13      TO RECEIVE THE MINUTES OF THE TOWN FORUM MEETING HELD ON WEDNESDAY 5 JUNE 2013**

The Minutes of the Town Forum meeting held on Wednesday 5 June 2013 were noted.

#### **151/13      VERBAL REPORT FROM THE PLANNING MEETING HELD EARLIER IN THE EVENING**

Councillor Purdon reported that the Planning Committee had considered three applications, two had been recommended for support, the third, the Tencreek development, was recommended for objection.



## **152/13      CORRESPONDENCE**

### **1.      Town Traders Association**

The Town Traders had requested that the Council assist them by paying for the insurance of the decorative benches in Fore Street. The Town Clerk informed Members that this should be treated as a grant application to the Finance and Strategy Committee.

### **2.      Guildhall Rates**

The Town Clerk reported that he had received a rates demand for the cellar and a small store room at the Guildhall which he was discussing with Cornwall Council Rates Department.

### **3.      Liskeard Girls Football Club**

A letter had been received from the Liskeard Girls Football Club asking for publicity for the forthcoming International football match with an American girls football team.

Members agreed to advertise the match on the Town Council's website.

### **4.      Letter re On Street parking**

A letter had been received from Mr G. Brown of Phillip Warren @ Oughs suggesting that on Street parking be provided in Pike Street, Market Street and Well Lane. He gave the success of the recent provision of on street parking at Bay Tree Hill as an example of how this would assist local traders. It was suggested that Mr Brown be referred to the Town Team and Councillor Hawken suggested that the matter be put to the Communication and Engagement Committee.

### **5.      Correspondence from Coodes Solicitors**

We have received confirmation from Coodes Solicitors that the documentation for the transfer of the Sun Girt toilets was correct and could be signed.

### **6.      Letter re Bell Ringing at St Martins Church**

A letter of complaint had been received from Mr Graham Dutnall about the bell ringing at St Martins Church disturbing his peace on a Saturday. He asked if there were any regulations that could prevent this. Councillor Purdon said that she thought this related to an annual event and it had been advertised in accordance with the regulations. Generally noise complaints should be referred to the Cornwall Council Environmental Health Officer.

**153/13 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.

**154/13 ITEMS REFERRED FROM THE MAIN PART OF THE AGENDA**

Resignation of the Caretaker.

**155/13 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.

**156/13 DATE OF NEXT TOWN COUNCIL MEETING**

The next meeting of the Town Council would be at 7.30 pm on Tuesday 17 September 2013 in the Council Chamber.