

**TOWN CLERK'S REPORTS – FINANCE AND GENERAL PURPOSES  
COMMITTEE 26 SEPTEMBER 2017**

**8. LOCAL GOVERNMENT BOUNDARY COMMISSION (L.G.B.C.) – ELECTORAL REVIEW OF CORNWALL (due to report recommendations on the number of Cornwall Councillors 19<sup>th</sup> September 2017)** will be circulated if available.

**RECOMMENDATION:** To consider and respond to the consultation.

**10.FINANCIAL REPORT** a). to note the breakdown of the Miscellaneous budget and approve the setting up of a separate “Mayors Charity” budget line. b). to note the receipt of the 2nd Precept and Council Support Grant payment £217,021.15 7th September 2017 c). to approve an increase in the amount invested in the one-year bond with the United Trust Bank to £175,000 at 1.45%.

Background – at the last meeting of the Committee, Councillors asked for a breakdown of the Miscellaneous budget with a view to creating additional budget lines as necessary. This has been done and reflected in the attached report at Agenda Item 6. The Mayors’ Charity has generated receipts and payments which distorted cash flow. These are now reported as their own budget lines.

The Council is in receipt of the second payment of precept and Council Support Grant which will be placed in the Cornwall Council holding account at .75%

The last Committee meeting agreed the setting up of a one-year bond with the United Trust Bank investing £150,000 at 1.45%. Committee asked if it could be investigated whether with the savings on items such as the costs of the elections the amount could be increased. The Support Services Manager has investigated and it is recommended that the amount invested be increasing to £175,000.

**RECOMMENDATION:** to approve an increase in the amount invested in the one-year bond with the United Trust Bank to £175,000 at 1.45%.

**11. FORMER MAYOR'S PIN** – to receive information on the issue by other Town Councils of a “Former Mayors Pin” and consider the adoption of such an award at the end of the period of office of Liskeard Mayors.

Background – A number of Town Councils award some small medal more usually referred to as a “pin” for those Councillors who come to the end of their term of office as Mayor. Locally, Saltash, Torpoint, Callington, Bodmin, Launceston and Wadebridge Town Councils award pins. A sample of pins is attached to the report. The majority of these are ordered from a company in Birmingham called Fattorini’s. In May 2017, Callington Town Council contracted with Fattorini’s to create a mould to enable pins to be produced. This mould cost £325. The individual cost of the pins produced was £89.92. To get some economies of scale on purchase 15 pins were ordered. This might cover a 15–20 year supply of pins depending on the length of service of a Mayor.

**RECOMMENDATION: That consideration is given to Liskeard Town Council adopting the award of a pin to Mayors upon the completion of their period of office.**

**12. CODE OF CONDUCT ADOPTION (attached) – to receive and adopt the latest version of the Code of Conduct.**

Background – Cornwall Council employs the Monitoring Officer for Cornwall. The latest April 2017 version of the Code of Conduct has been used by Cornwall Council at the recent Councillors and Staff training for Town and Parish Councils. It is proposed that the Town Council adopt this latest version of the Code of Conduct as attached.

**RECOMMENDATION: That the Council adopts the latest version of the Code of Conduct.**

**13. CCTV UPDATE – ON THE BID FOR GRANT TO SUPPORT AN UPGRADE OF THE TOWN CENTRE CCTV SYSTEM - to note the response of the Devon and Cornwall Police and Crime Commissioner and receive feedback on the 22nd September meeting with the Cornwall Fire CCTV monitoring officer.**

Background – the Town Council submitted a bid to the Office of the Devon and Cornwall Police and Crime Commissioner for financial support towards an upgrade to the town centre CCTV system. The fund was heavily oversubscribed.

Update – on 31<sup>st</sup> August 2017, a holding response was received indicating that a visit was to be offered from the operators of the Tolvaddon Control Centre to the town. This would discuss the application and obtain an understanding of the operation of the current system. This would then consider the requirements of the town regarding equipment and the monitoring of the new CCTV system. This meeting is being held on Friday 22<sup>nd</sup> September. This feedback could help to modify the Council's bid and help shape the costing and input into the five year capital programme.

**RECOMMENDATION: Dependent upon feedback from the 22<sup>nd</sup> September meeting.**

**14. LOCAL GOVERNMENT PENSION SCHEME – PENSIONS DISCRETION POLICY – to receive and adopt a Pensions Discretion Policy as recommended by the Internal Auditor recommendation 7.**

Background – The Internal Auditor has identified under recommendation 7 the need for the Council to have in place a Pensions Discretions Policy under the terms of the Local Government Pension Scheme (L.G.P.S). 2014. The Support Services Manager has prepared the attached policy and the guidance below.

Notes to assist with consideration of the Liskeard Town Council Local Government Pension Scheme (LGPS) 2014 Employer Discretions Policy

A new LGPS was introduced in April 2014. Included in the regulations were a number of employer discretions for payment of benefits, and as an employer we are

required to prepare a written statement of policy on how we intend to exercise these discretions and forward it to the Cornwall Pension Fund. During the recent Internal Auditors inspection, it was highlighted that this matter was still outstanding and should be addressed.

There are 7 discretions on which the policy must rule, and all would have an additional cost implication. While an initial response may be to not permit any of these, and therefore not incur any additional costs, there may be circumstances when there is a financial and/or operational benefit in doing so. An example would be when considering the redundancy of a member of staff who has a number of years service and is over age 55. It may be more cost effective for the Council and beneficial to the employee, to allow early payment of retirement benefits – waiving actuarial reduction, rather than payment of redundancy. While it may be difficult to imagine when this may be necessary at present, future devolution projects may involve the TUPE transfer of staff where this could be a relevant consideration.

In addition, in the case of item 7, employees should be provided with information about the transfer in of other pensions within their starter pack, and have 12 months to make a decision. If the information is not given, or not done in a timely manner, and the 12 month period not extended the employee could invoke the scheme's Internal Disputes Resolution Procedure and ultimately refer the matter to the Pensions Ombudsman.

**RECOMMENDATION: That the Council adopts the Pensions Discretion Policy as attached.**

**15. DEVOLUTION INITIAL PROPOSAL FORM (DEFFERED FROM COUNCIL 29<sup>TH</sup> AUGUST 2017) – to receive an update and consider whether a). to add further liabilities / assets to the Initial Proposal Form. b). to consider verge treatment.**

Background – It has previously been reported that the Town Council Initial Proposal Form was one of 75 submitted to Cornwall Council. It is reported that Cornwall Council are considering progressing the assessment of the bids.

Update – Cornwall Council has supplied an additional list of sites which is attached as appendix “Liskeard Open Spaces Cornwall Council”. It should be noted that:

- That included on the list are some but not all, of the items that the Town Council has already included on the Initial Proposal Form submitted earlier in year. (e.g. under “Record” 98, 99 101, 105, 367, 368, 369, 371, 373, 388, 407, 441,442, 463, 464, 468, 469 and 470.)
- It should be noted that the Environment Service of Cornwall Council has asked if we would wish to take on any further liabilities of theirs. However, the list contains all land ownerships of Cornwall Council. It is possible that if the Town Council were to request a piece of land managed operationally by another service of Cornwall Council, that they might object to the item being included in a Devolution package.

Points to Consider – Should you wish to investigate the addition of further liabilities, you may wish to consider adding to the assets that the Town Council has already requested. This would help to reduce the eventual cost to the local precept payer of a Devolution package. The Town Council did include in the Initial Proposal Form the following assets – Westbourne car park, Rapsons' car park, the Liskeard Business Park units.

Verge Treatment – there has been a proposal, that if the Town Council wishes to see increased frequency of verge cutting over that currently undertaken. Cornwall Council could provide a licence to the Town Council. This would enable the Town Council or our appointed contractors to carry out the additional verge cutting. It should be noted that the proposal would not be to devolve verge cutting entirely to the Town Council.

Plans of the current verge cutting schedule were requested to assist the Town Council in considering the option. However, it appears that the information is contained on the part of the Cornwall Council information system to which the public do not have access. The Community Link Officer David Read offered to host an access session from his office at Luxstowe to enable some representatives of the Town Council to view the verge cutting schedule.

**RECOMMENDATIONS: a). That the Council considers whether to add further liabilities / assets to the Initial Proposal Form. b). That the Council considers whether to investigate further verge treatment.**