

DEPUTY TOWN CLERK'S REPORT

5. Deputy Town Clerk's Update

Report on items from 22 January 2026 committee meeting not already on the agenda – for information

Nothing to report

8. Budget Monitoring 2025/26

To receive and accept a budget report to 28 February 2026

Attachment 8. Budget Monitoring to 28.2.26

On target spend should be at 91.67%

The following points should be noted:

- PAYE & NI (4010) and Pensions (4020) are paid a month behind until year end so on target spend is 83.33%
- Twinning (4385) the overspend shown is offset by the £362 in Other Income from personal contributions to the twinning visit and so reduces the overall spend on this line. Donations from the orchestra event are shown in Grants & Donations Received (1100), the payment to the orchestra of £2,500 has been coded to Events in error.
- Events (4500) is within budget as £4,620 is being funded from reserves
- Website & Email (4570) will have a small overspend due to essential updates required on the websites. Total spend on this line will be approx. £3,300
- Museum (222) is within budget as excess spends are covered from reserves.

Recommendation: to accept the budget report

9. Events

b) Annual Town Meeting and Community Champion Awards (20 April 2026)

To receive an update

Attachment: 9bi. Annual Town Meeting Poster, 9bii. Annual Town Meeting Rota

The Mayor has asked if Councillors could please provide cakes and biscuits and help serve refreshments.

10. Access Cornwall

To agree to work with Access Cornwall to submit a grant application to help make Liskeard's spaces more accessible

Attachment: 10i. Liskeard Proposal, 10ii. Liskeard Accessibility Project Brief

The Chair, Vice Chair and Deputy Town Clerk met with the Access Cornwall team on 10 February, to discuss how Access Cornwall could help make Liskeard's spaces more accessible, linked to the emerging projects of the Liskeard Renewal Partnership.

Access Cornwall have provided the following introduction along with the attachments:

We would work with the local community for this project - true accessibility can only be achieved if we are working collaboratively with groups in Liskeard who understand the area and are familiar with how those spaces are being used.

To recap, we would work with Councillor Annette Lee and work to ensure the project is delivered with input from local stakeholders in the town.

We would look to host an Experience Liskeard Differently Day, where key decision-makers explore Liskeard with simulated accessibility challenges. We have carried out this type of experiential activity successfully in other areas such as Truro and Looe. In Looe, we worked with Grade II listed buildings where adaptations are limited, coming up with innovative ideas on how to support greater levels of accessibility [Accessible-Guide-To-Looe.pdf](#)

We would also look to support your work to encourage businesses into empty spaces and venues with work to demonstrate the accessibility and what can be achieved to design in good accessibility. Here we would be guided by your priorities and what can be realistically achieved within the proposed budget.

To facilitate this work we are proposing that we support you in submitting a National Lottery Awards for All bid.

Liskeard Town Council would be the lead applicant, but we would write the bid and have a contact person to manage the application. You would approve the content of the bid we draft before we submit it.

It generally takes us about a week to draft the application. Once submitted the application generally takes about 3 months before we hear back and if successful the funds will be paid to you soon afterwards allowing us to commence the project

- We would deliver a project plan with timeframes, budget and outcomes, so you have all you need to report back to the funder*
- We would request payment in stages at the beginning, middle and end of the project with an agreed stage payments agreed in advance*
- We are happy to have regular meetings or to submit regular reporting updates to you on project progress, whichever you prefer.*

The bid would be for a maximum of £20k (the Awards for All limit).

The project focuses on practical improvements to accessibility across the town, including:

- An **“Experience Liskeard Differently” Day**, where decision-makers explore the town with simulated accessibility challenges
- A **printed and digital accessibility guide and map** (see the [Accessible Guide to Truro](#) here as an example)
- **Support for local businesses**, including training and accessibility reviews
- **An event accessibility workshop and planning guide**
- **Accessibility input for empty properties to support future use**

The overall aim is to ensure that local residents and disabled visitors feel confident accessing Liskeard, while also supporting the town to become known as an inclusive and welcoming destination.

Recommendation: to agree work with Access Cornwall to submit a grant application to fund accessibility support in Liskeard