

DEPUTY TOWN CLERK'S REPORT

5. Deputy Town Clerk's Update

Report on items from 14 November 2024 committee meeting not already on the agenda – for information

8. Budget Monitoring 2024/25

To receive and accept a budget report to 31 October 2024

Attachment 8. Budget Monitoring to 31.10.24

On target spend should be at 58.33%

The following points should be noted:

- Staff Salary (4000) new pay scales not yet reflected
- PAYE and NI (4010) & Pension (4020) only six month's expenditure (50%) shown – paid a month behind until year end.
- Marketing & Consultation (4520) budget includes £500 for new town photos which will be completed alongside the Town Vision project, if not spent by financial year end to be transferred to a reserve to carry forward
- Website & Email (4570) email costs are now part of the new IT contract within the admin budget so this budget will underspend

Recommendation: to accept the budget report

10. Events

b). Annual Town Meeting and Community Champion Awards (Monday 10 March 2025) – (i). to note nominations for Community Champion awards are now open; (ii). to agree a date for assessing nominations

Attachment: 10b. CCA Nomination Poster 2025

Nominations for the Community Champion Awards are now open, and details have been shared with all the Community Fair organisations. Please share the details anywhere you can, and Councillors can make nominations. Nominations close at 9am on Monday 10 February 2025. At the last meeting it was agreed that these would be assessed by Councillors Whitty, Braithwaite, Craker, Adams and Reid. A meeting is suggested the week commencing 10 February – date to be agreed here – to allow time to obtain any further information, confirm recipients, send invitations and obtain publicity permissions before the event.

Recommendation: to agree the date to assess nominations for the Community Champion Awards

c). Community Fair (Saturday 4 April 2024) – to note arrangements

Details have been sent to local organisations and several bookings have already been made, including Devon & Cornwall Police whose specialist team will be talking about cybercrime awareness, and following this up with a presentation for local businesses, charities, community groups, etc in the Public Hall in May 2025.

11. Town Vision Steering Group

To note the date of the community stakeholder workshop on Monday 17 February at 5.30p in the Public Hall

Attachment: 11. Workshop Invitation

The consultants visited the town on 12th and 13th December, saw key sites and met with officers, businesses and other stakeholders. This will be followed up by a public workshop on Monday 17 February – please share the information and encourage as many people as possible to get involved. A light buffet will be provided, and we are asking people to book their place so we can arrange sufficient catering, breakout rooms, etc.

12. Youth Council

Councillor Taylor is currently the lead on the Youth Council, which continues to meet regularly facilitated by Young People Cornwall. However, her commitments have changed, and further Councillor support would be welcome for 2025.