

DEPUTY TOWN CLERK'S REPORT

5. Deputy Town Clerk's Update

Report on items from 14 September 2023 committee meeting not already on the agenda – for information

Youth Council report from Councillor Taylor

The last meeting was held on Tuesday 25 October and was attended by the Mayor who answered questions from the group. Topics raised included:

- Will Liskeard get a MacDonalds? – currently subject to a planning application.
- Lack of street lighting at the bottom of Station Road (end of the bridge near the railway station) and minimal lighting in West Street where people feel unsafe.
- Lack of good parks and equipment for young children – the Town Council are in the process of devolving Castle park from Cornwall Council, when this is complete it will be able to consider updates. Many of the small parks within housing developments are not currently in the Town Council control either.
- Rules and regulations at Liskeard School & Community College have become more restrictive recently, we don't feel we have a say or are represented – please raise these at your school and with the governing body. The Council could host a joint meeting between school and youth council.
- Why did Subway leave Liskeard when it was popular with lots of people? – this is because of the franchise between Spar and Subway.
- What is happening to the Social which has now been closed for a while? – it is currently up for sale and its future will be dependant on a new owner.
- The whole town is outdated, the skatepark is rubbish and there are no decent shops – why? – big chain stores don't often want to invest in a small town centre location. The Town Council is seeking grants to refurbish the skatepark.
- We need a 24 hour shop, the closest is at Trerulefoot which you can't get to if you don't drive
- We want a purpose-built youth centre, open all week, and more funding for young people. Currently, there is only a youth club on a Friday so anything would be an improvement – we could invite Barbara Ellenbrook, Cornwall Council portfolio holder for Children and Families to a future meeting of the youth council.
- What is happening about Christmas lights this year? – This was previously done by volunteers. This year the Town Council are using money from their reserves to pay for the lights, and in future years there will be an increase in the precept to pay for Christmas lights.

The next meeting is scheduled for 17 January 2024.

8. Budget Monitoring 2023/24

To receive and accept a budget report to 30 September 2023

Attachment 8. Budget Monitoring to 30.9.23

On target spend should be at 50%.

The following points should be noted:

- Grants & Donations (1100) includes a duplicate payment of £200 for the railway sign which has now been returned.
- Staff Salary (4000) the 2023/24 pay award has not yet been agreed and will need to be backdated to 1 April 2023
- All PAYE & NI (4010) and Pension (4020) contributions are paid a month behind until year end, and therefore only reflect five month's expenditure (41.67%).
- Events (4500) includes additional expenditure of £1,395 relating to the Coronation approved by Council from the general reserve (minute ref 618/22 & 508/22). The £670 contribution from Councillor Craker's Community Chest fund towards the cost of the Coronation badges was received in the previous financial year. The income from the sale of Coronation badges (£192.50) is currently shown under TIC Stock Sales. The actual spend against the original approved budget is £3,162.32 (48.65%).
- Railway Advertising (4545) is part funded by contributions from other community groups, with the balance approved by Council from the general reserve (minute ref 507/22).
- Liskeard Book Project (1290 & 4850) Volume 2 of a Peek into Liskeard's Past is currently with the printers and will be delivered in time for Christmas. It is expected to quickly recover its costs.

Recommendation: to accept the budget report

9. Budget Setting 2024/25

To draft a budget for the 2024/25 financial year

Attachment 9. Draft Budget 2024/25

A draft budget is attached, while this shows an increase of £28,260.90 a large of this is due to the Christmas lights which have already been subject to public consultation on an increase in the precept.

10. Events

a) Remembrance Day Parade (Sunday 12 November 2023) – to note the details

Attachment 10a. Remembrance Day Parade Risk Assessment

Approx timings from RBL:

10.30am Parade leaves the former Cattle Market via Fairpark Road
11.00 Assembly at the War Memorial via Pound Street
11.20 Re-assemble on Castle Street
11.30 St Martin's Church
12.30pm Return march the same route, less returning to the War Memorial

All attending and joining the parade must read the risk assessment attached. This can also be found on the Notices page of the Town Council website

b) Ukrainian event (Sunday 3 December 2023) – to receive an update

The Cornwall Council (CC) Resettlement Service Strategic Lead, plus one or two members from the Outreach Team have confirmed they would be available to attend.

CC are currently trying to recruit 'A Hundred New Hosts' so possibly this could be incorporated within the event.

Only Councillors Brooks and Pascoe have confirmed they are available to support the event.

A time, refreshments, and a structure for the event need to be agreed.

c) Nadelik Lyskerrys (Saturday 9 December 2023) - to receive the notes from the planning meetings on 26 September and 24 October
Attachment 10ci. NL notes 26.9.23, 10cii. NL notes 24.10.23

d) Annual Town Meeting – to agree a date (proposed Thursday 21 March 2024)

The Annual Town Meeting must be held between 1 March and 1 June each year. Availability of the Public Hall has been checked, and workloads planned with reference to other events within this period such as the Community Fair and Mayor Choosing, and Thursday 21 March is proposed. This is community rather than council meeting, although chaired by the Mayor.

This event usually includes the presentation of Community Champion awards. Nominations for awards could begin mid-January, closing mid-February which would leave sufficient time for nominations to be assessed and recipients contacted ahead of the award presentation.

Recommendation: to agree to hold the Annual Town Meeting and Community Champion Awards on Thursday 21 March 2024

e) Community Fair – to agree a date (proposed Saturday 13 April 2024)

Availability of the Public Hall has been checked, and workloads planned with reference to other events within this period such as the Annual Town Meeting and Community Champion Awards and Mayor Choosing, and Saturday 13 April 2024 is proposed.

Recommendation: to agree to hold the Community Fair on Saturday 13 April 2024

f) D-Day 80 (Thursday 6 June 2024) – to consider possible plans

Attachment 10f. D-Day 80 – Bruno Peek

Correspondence has been received from the Pageantmaster, Bruno Peek about proposals to commemorate D-Day 80, including the lighting of beacons.

The RBL have confirmed they have no events planned.

Any other proposals need to be agreed now to inform the budget setting process.

11. Smuggler's Way

To receive an update on the Moor to Sea linked project

Attachment 11. Smugglers Way

See report attached.

Recommendation: to recommend to the project team the two proposed link routes to the town centre, and location of the new sign on the exterior of the Dean Street ladies toilets

12. Purchase of new Display Boards

To approve the purchase of new display boards for use at public consultations and events

The existing blue display boards currently used for consultation and information at public events such as the Liskeard Show and Liskeard Unlocked are no longer fit for purpose. A similar replacement would cost approximately £300. In addition, it is proposed two lightweight folding tables are purchased for outdoor events, which would be more practical than transporting the heavier Gopak tables from the Public Hall, anticipated cost is £200. There is currently £539 remaining in the current year Marketing & Consultation budget line.

Recommendation: to approve a budget of £500 for the purchase of new display boards and two folding tables for outdoor events