

## **5. Deputy Town Clerk's Report**

### **Report on items from 24 September 2019 committee meeting not already on the agenda – For Information**

#### Website

Within this budget is £845 for updates to the website. After a recent review, those to be progressed are likely to cost £130. However, guidance has recently been received on new accessibility requirements for public sector websites, which must be met by 23 September 2020. The requirements focus on accessibility to all users, especially those with disabilities e.g. being able to navigate the website using only a keyboard, zoom to 300% without text spilling off the screen, change colours, contrast levels and fonts. In addition, we will need to publish an accessibility statement. Advice will be sought from Voice Group, and may involve some additional cost.

## **6. Objectives**

- a) To receive reports on the development of 2019/2020 objectives, to enable actions and budgets to be agreed where applicable.**
- b) To consider objectives and projects for 2020/21 to inform budget setting**

- 1) Work with other organisations to develop a Culture and Heritage Strategy, trying out enhancements to existing events and new activities

The events part of this objective has progressed well, but although lots of work has been done and continues in the background, it will not be practical to develop the strategy this year.

For 2020/21 a focus on developing existing cultural and heritage assets/offering via the enhancement of existing events and new activities could include the usual events calendar, VE Day 75, Dancing in the Landscape as an addition to Liskeard Unlocked, the Emily Hobhouse Craftivism project and town twinning.

*Possible budget needs from previous discussions:*

- *Nadelik Lyskerrys*
- *Display Boards*
- *Blue Plaques*
- *Emily Hobhouse Craftivism match funding*

- 2) Work with youth organisations to set up a youth council and improve collaboration

Work is progressing and being reported and approved by the Finance, Economic Development & General Purposes committee.

- 3) Build on the improved accessibility at the Public Hall to work with others to promote inclusivity and accessibility in Liskeard

Launch of the improved accessible Public Hall has been completed, however there is a continuing requirement to promote the use of the Public Hall complex (and other Town Council facilities). Work on inclusivity and accessibility in Liskeard continues by way of the Disability Confident working group.

*Possible budget needs from previous discussions:*

- *Public Hall displays*
- *Wedding Fair*
- *Changing Places toilet signed from town*

4) Promote walking and cycling in and around Liskeard, including reviewing and improving signage and establishing new trails

The working group is currently focusing on security of the existing footpath network, consideration of new foot and cycleways, and improved cycle parking.

*Possible budget needs from previous discussions:*

- *Cycle stand provision / promotion*

5) 2017/2018 Objective carried forward – Development of a community emergency plan (aim to complete by 30 September 2019)

The plan is close to completion. The next steps are then to submit it to Cornwall Council where it will be checked and tested.

The Council is still holding the start-up grant of £100 in an earmarked reserve unspent. A further £400 will be released on completion. In addition, a further £100 will be available if we then offer peer support.

*Possible budget needs from previous discussions:*

- *High Visibility vests*
- *Snow scoops*
- *Buckets*
- *Leaflets*

## **8. Events**

### **f) Annual Town Meeting and Community Champion Awards**

Possible date for the event – Tuesday 21 April 2020 (it must take place between 1 March and 1 June). This is not a Council meeting but a meeting of the town electors, although chaired by the Mayor.

After the 2019 event it was agreed to set down formal criteria for nomination and selection of Community Champion Awards. A draft of these criteria will be required to be brought back to the next meeting of this committee in January, ahead of opening nominations to the public in February 2020. A plan for the format of the event will also be required.

## **9. Signage – To agree the location of the new town welcome sign at Island Shop**

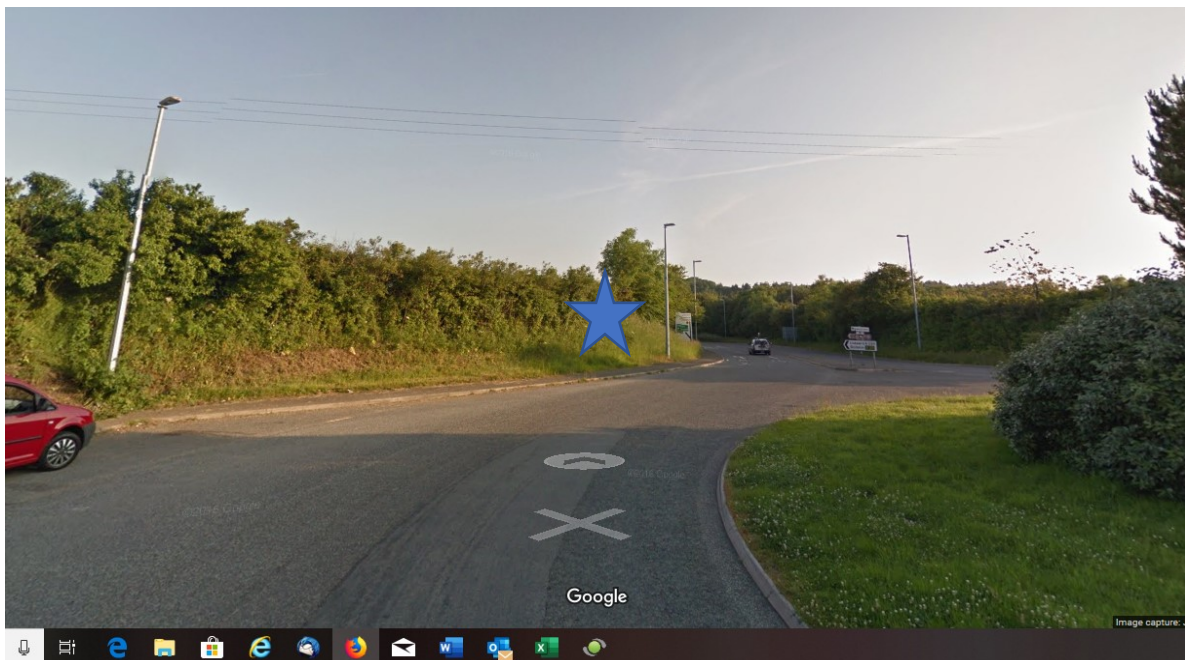
Updated quotes for replacement town welcome signs have been received from the Highways and Environment Manager at Cormac as follows:

*The cost estimate for the new signs at two locations is £1600 + VAT and for the new signs at three locations is £2250 + VAT.*

This committee currently holds an ear marked reserve for signage of £5,397.

The sign on Callington Road will be a direct replacement on the site of the existing sign.

The sign on the A38 westbound slip road at Island Shop is to be relocated. On 19 September Councillor Cassidy and the Deputy Town Clerk met with Paul Allen, Highways and Environment Manager at Cormac and agreed a possible site on the first roundabout at the top at the slip road as you exit towards the town.



At the last meeting of this committee it was requested that the possibility of having two signs after the second roundabout (one on Plymouth Road as you turn left (outside Fairlight Court) towards the town centre, and one as you turn right towards Morrisons and the Bubble Retail Park) be reconsidered from November 2018. This proposal was not selected at the time in favour of a single sign at the top of the A38 westbound slip road which has been refused by Highways England. Cormac have agreed in principle to these as possible locations and given the above costing accordingly.



Exact location to be agreed

**Recommendation: To agree arrangements for the replacements of the sign at Island Shop**

**10. Town Council Christmas/greetings card**

**To consider the purchase of Liskeard Town Council Christmas/greetings cards**

Other Town Councils have professionally printed Christmas cards which they send out. Liskeard could produce either a Christmas card or more generic card with local images which could be used with an A5 insert for this and other purposes. Proposed costs for 200 are approximately £50.

**Recommendation: To consider the Town Councils requirements for a card**

### **11. Parks and Open Spaces Consultation**

#### **To set up a working group to plan a public consultation on current and future uses of Rapson's Field**

The Facilities committee have a parks and open spaces working group, which met for the first time in October and agreed:

*Current and future uses for Rapson's Field were discussed and it was agreed that a recommendation be put that the C&E Committee carry out some public consultation to determine demand.*

A small group will be needed to work with them to plan the consultation.

**Recommendation: To set up a working group to plan the public consultation**