

5. Support Services Manager's Report

Report on items from 8 January 2019 committee meeting not already on the agenda – For Information

Heritage and Cultural Strategy

That Bloody Woman and Others (augmented reality trail and historic mural project) – the grant application to the Heritage Lottery Fund for £10,000 was unsuccessful, however they have suggested that the project be revised, and the bid resubmitted. Further discussion is taking place to pursue this.

7. Tourist Information Centre (TIC) Report

b) To consider a request from Walkers are Welcome to collect feedback during September 2019

The Town Council currently pays the annual membership fee of £80 for Liskeard Walkers are Welcome (WAW), while their insurance is paid by the doctor's surgery. When renewing membership, the group must return some feedback, and are looking at ways to gather improved information. They would also like to assess value to the town in being affiliated with a national organisation as opposed to operating an independent local group. Examples include: how many residents and visitors know about WAW? How many are influenced to go for a walk (guided or following a trail) as a result of WAW? What does WAW membership bring to the town in terms of visitor numbers, extra trade etc? We are one of only two members in Cornwall the other being Camelford, and the national website carries links to the Visit Liskeard website walk pages.

They have asked if it would be possible for the TIC to ask all visitors to complete a questionnaire during the month of September 2019. The TIC and museum have confirmed they have capacity to undertake this and it would not clash with any other activity or information gathering taking place. A draft questionnaire is attached, which has had input from WAW, the TIC and museum. Other questions could be included to gain feedback on other aspects of the town – some possibilities have been proposed. This could take place alongside other activities such as a Survey Monkey to obtain more responses.

Recommendation: To agree to collect feedback for Walkers are Welcome during September 2019

9. Neighbourhood Plan Projects

To review the list of Neighbourhood Plan projects, and identify any which should be recommended to Council as a priority to progress

The Neighbourhood Development Plan includes on page 89 – 90 a list of 18 projects (see attached). At the last Mayor and Chairs meeting it was agreed that each committee would review this list, consider where projects are already underway, and any others which should be prioritised for future action. This may not involve this Council financing the project but using its influence to work with groups of partners to make these happen. Each committee will report to Council in April.

Recommendation: To agree feedback to Council on existing projects this committee is progressing, and any it recommends as priorities for future progress

10. Objectives

a) To review the 2017/2018 and 2018/2019 objectives

These objectives were last reviewed by this committee on 4 September 2018 as follows:

2017/2018

- 1. Development of a community magazine and associated online materials (community magazine achieved – continue as a maintenance objective)*
- 2. Development of a community emergency plan (ongoing – aim to complete by 31 March 2019)*
- 3. Engagement of all sectors of the community using existing events and structures, such as by the development of the Community Fair (completed – continue as a maintenance objective)*
- 4. Development of a town marketing strategy - phase 1: to produce publicity material to market Liskeard as a destination for inward business investment (still outstanding as project has diversified – consider carrying forward to 2019/20)*

2018/2019

- 1. Securing grant funding and development of a cultural and heritage strategy for Liskeard (ongoing – aim to complete by 31 March 2019)*
- 2. Development of a town marketing strategy - phase 2: target all other audiences beyond inward business investment (still outstanding as project has diversified – consider carrying forward to 2019/20)*
- 3. Development of a citizen's award ceremony, recognising efforts and achievements in all sectors of the community (completed – continue as a maintenance objective)*

Recommendation: To agree any further actions required relating to these objectives

b) To receive reports on the development of 2019/2020 objectives, to enable actions and budgets to be agreed where applicable.

- 1) Work with other organisations to develop a Culture and Heritage Strategy, trying out enhancements to existing events and new activities. – To receive a verbal report on the carnival meeting on Monday 4 March

Following discussion with carnival organisers the Lion's Club, it was agreed that the Town Council would host a meeting on 4 March to which various town organisations would be invited to discuss how they may wish to become more involved with the carnival.

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

Presentation to be made to Finance, Economic Development and General Purposes Committee on 19 March

- 3) Build on the improved accessibility at the Public Hall to work with others to promote inclusivity and accessibility in Liskeard. – To receive notes from the Public Hall launch group and consider updated themed displays in the rooms.

The renaming of some rooms in the Public Hall complex has generated public interest about the source of the new names, and those of the existing rooms. What form of new or existing displays are required in each room, to ensure they are multifunctional while also relating the building to the town's heritage? At its 6 November meeting, this committee agreed:

272/18 PUBLIC HALL REFURBISHMENT

Funds should also be considered at a later date for themed pictures/displays within the newly named rooms.

Temporary, more details information boards could be compiled for display during the launch event.

Recommendation: To agree whether new permanent displays are required in the Public Hall rooms, and any associated budget required

- 4) Promote walking and cycling in and around Liskeard, including reviewing and improving signage and establishing new trails. – To receive the notes from a meeting about walking and cycling in Liskeard and consider establishing a working group

Councillors Ambler and Whitty held a meeting on 4 February and invited interested people within the town to come and discuss walking and cycling in Liskeard and how this could be improved and promoted. A broad representation of people attended who brainstormed ideas and indicated a willingness to become part of a working group to progress agreed projects.

Recommendation: To set up a working group to undertake projects related to this objective as agreed by the committee

11. Signage

a) To note the outcome of a site meeting to consider the location of the replacement town welcome sign on the A38 Island Shop slip road

On 14 February Paul Allen, Highways & Environment Manager at CORMAC Solutions Limited met with Councillors to view various possible locations for the replacement sign. On Paul's advice, after observing traffic speeds and habits it was agreed the best location was at the top of the slip road on the left of the carriageway. It encompasses the whole town, and possible future expansion at Bolitho Farm. This

falls within the jurisdiction of Highways England, however Paul believes that because the speed limit here is reduced to 30 mph, he could obtain permission for his team to undertake the work. Paul has submitted detailed drawings and sign information to them which will be assessed by their Road Safety Audit team. He will also put in a request for the old sign further down the slip road to be removed.

Should Highways England fail to grant permission the next best alternative was a position on the roundabout at the top of the slip road facing the oncoming traffic, which is under the control of the local Highways team.

Once the location is agreed we will need to contact Menheniot Parish Council as the site falls within their parish.

b) To note the position of the A38 brown sign application

Highways England have provided the following advice on our application:

Tourist symbols may only be used on signs on their own where they have been shown with the attraction name on a previous sign. This means you have to have a sign with the tourist attraction name [Lux Park Leisure Centre, Liskeard Tourist Information Centre] and symbol in place first which then can be followed by symbols only as the continuation. First, I would suggest investigating how big the sign plate would be showing both destinations and symbols and then try to identify a location for them. LTN 1/94 does recommend having tourist signs sited around ¼ and ¾ mile in advance of a junction. This is best practice, although if there are physical constraints such as lack of space one sign is also acceptable. The other option to look at is to have the proposed tourist sign plate attached below an existing sign. Although, I feel the plate itself would be quite big and it would trigger further investigation whether the sign foundation is big enough to take the extra load generated by the additional plate. Also, we would need to keep the sign assembly passively safe as the road is a 70mph dual carriageway. As both existing signs are mounted behind safety barrier there is set criteria applicable for mounting heights and working widths. This is something that also should be considered and potentially could introduce a safety barrier upgrade.

Looking at the photos, I feel your best option would be to mount the signs at their own locations separate from the existing ADS signs, unless if there are other signs that could be utilised.

Signing continuity on the Local Authority network is required by TD52/17, either to be in place or to be planned to be implemented. I have had a look at the current tourist destination signing on the Local Authority network. Currently, tourist symbols to the leisure facility and information centre is in place at the majority of the junction, with the exception of one at Tremeddan Lane. [this one is in place but obscured by vegetation – photos submitted to confirm].

A further update is expected by 5 March.

12. Events

- a) Community Fair – 30 March 2019 – To receive an update on arrangements, including rota

Notes from meetings held on 21 January and 27 February attached. The rota will be circulated for completion at the meeting.

- b) Catholic Church Civic Service – tbc

The church has offered possible dates of 28 April or 5 May. This is a little later than usual due to the Easter related services earlier in the month.

- c) Annual Town Meeting and Community Champion Awards – 25 April 2019 - To receive an update on arrangements

Meeting notes and Community Champion Award nomination form attached

- d) Civic Service and Parade – 2 June 2019 - To discuss ideas to increase participation, and set up a working group

This item has been referred from Council on 26 February

- e) Liskeard Show – 13 July 2019 – To agree stand requirements

In previous years the Town Council has booked a stand with a 7 metre (@ £15 pm) frontage totalling £90, plus purchased 6 passes (£10 each) for £60. Last year, with the Employment Land demand and agri-business survey being undertaken, we asked for an additional 3m frontage to accommodate the extra people, and placement next to the NFU (as they were on pitches which included an electrical hook up this carried a further £30 charge).

Recommendation: To agree to book a 7 metre stand with 6 passes for attendees

- f) Liskeard Unlocked 2019 – 13-15 September 2019 – To receive the notes from the working group for information

Notes from the first planning meeting on 4 February attached. The next meeting is on Wednesday 6 March at 7pm in the Mayor's Parlour, which anybody interested in supporting this event is welcome to attend.