

## **Liskeard Town Council**

**AT A MEETING** of the **TOWN COUNCIL** held remotely on Tuesday 27 April 2021 at 7.30 p.m. there were included:

The Mayor – Councillor Rachel Brooks – in the chair

Councillors – David Ambler, Simon Cassidy, Ian Goldsworthy, Sally Hawken, Jane Pascoe, Tony Powell, Sue Shand, Julian Smith, Naomi Taylor and Christina Whitty.

Mayor's Chaplain – Reverend Rebecca Bell and Grant Applicant – Agenda Item 6.a.

Town Clerk – Steve Vinson

Responsible Financial Officer and Deputy Town Clerk - Yvette Hayward

Facilities Manager – Jacqui Orange

Members of the Public – Lindsay Hall (Real Idea Organization RIO – Agenda Item 8), Nick Craker (Cornwall Councillor), Jesse Foot (Cornwall Councillor), John Hesketh (Liskeard in Bloom), Kerenza Moore – Journalist – (Cornish Times) and Brian Oldham – (Liskeard Old Cornwall Society).

500 / 20 **APOLOGIES** – Deputy Mayor Councillor Sandra Mitchell.

501 / 20 **DECLARATIONS OF INTERESTS, REGISTERABLE AND NON-REGISTERABLE** – Councillor Whitty – Agenda item 19.

502 / 20 **MAYOR'S REMARKS** – This is our last Full Council meeting of the current term. It's the end of four years, with Christina as Mayor for the first two and then me.

It hasn't always been easy, especially the last year. Partly as a result of the pandemic and the ways we have had to operate, relationships have become strained. But over that time we have worked together to achieve a lot. The Neighbourhood Plan was overwhelmingly agreed at referendum and we have worked to uphold and implement it. We've played an active part in the plans for the renovation of the old Cattle Market to benefit our community and local economy. We were the first organisation to commit funding to Liskeard Together, which is providing such vital support to local people in deprivation and will be featured as a case study for the European Social Fund. We have run and participated in many community events, including Liskeard Unlocked, Nadelik Lyskerrys and vastly increasing participation in the Community Fair and the Annual Meeting. We've renovated our Public Hall and made it much more accessible.

Congratulations to everyone who stood and was elected unopposed. In May we will welcome four new councillors, Kerry Cassidy, Nick Craker, Richard Dorling and Annette Lee-Julian. Steve has contacted them all and invited them to the meetings on 13 and 18 May.

Five councillors, who have all brought a lot to the council in different ways, are standing down.

Sandra Mitchell has been Deputy Mayor for the last two years. It's no secret that we haven't always seen eye to eye but what I've never lost sight of is the huge amount of valuable work she does in the community and how as a town councillor that has enabled us to connect with local organisations and people. She has done brilliant work, for example, on the Community Fair and, more recently on bringing together organisations to coordinate food for people in need.

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We are losing Sally Hawken not just as a Town Councillor but as a Cornwall Councillor and Liskeard will really miss what she has done, often behind the scenes, to make connections and raise issues so that we can achieve our aims. As she has been playing a pivotal role in how Cornwall has come so well through the pandemic, it has amazed me how she has also found time and energy to focus on Liskeard issues. Sally is both a strategic thinker and someone who gets very practically involved, whether that's in casework or painting old buildings and she's made a huge contribution to the Town Council in the last eight years.

Anna Clarke is someone else with really strong links in the community, which she has been able to bring to her role as Vice-Chair of Communications and Engagement. She was the person who came up with the idea of the very successful Community Champion awards and has done a lot of work on connecting with young people.

Sue Shand has been responsible for completing the Community Emergency Plan and has played an active role on both the Planning Committee and Communications and Engagement, including work on accessibility.

Ian Barlow has brought a strong environmental focus to the Planning Committee and Communications and Engagement, including his contributions to the active travel plans.

To make things happen in Liskeard the Town Council relies on a much wider network of people and organisations and I really hope that though these five people are standing down from the Town Council they are not standing down from community involvement and we will have the chance to work with them in the future on the many challenges we face.

I'd like to thank you all for everything you have done for the Town Council and Liskeard over the last four years. Also, as ever, I'd like to thank the staff team, led by Steve, for all their hard work, enthusiasm and commitment.

503 / 20 **TO RECEIVE AND ADOPT THE MINUTES OF THE 30<sup>TH</sup> MARCH 2021 MEETING** – The Mayor proposed, Councillor Taylor seconded and the Council **RESOLVED** to **ADOPT** the minutes of the meeting held on 30<sup>th</sup> March 2021.

504 / 20 **PUBLIC PARTICIPATION** – Becca Bell (Grant Applicant – Baby Basics Centre project). Spoke in support to the application and answered questions.

- £300 of private donations had been forthcoming since the application had been written.
- 10 – 15 referrals per month were confidently predicted following conversations with the relevant people. A significant proportion of which would be from Liskeard.
- Local Family Partnerships were suggested as good sources of some small amounts of matching funding.

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505 / 20 **GRANT APPLICATIONS – a) Baby Basics Centre** (Start-up costs) – Councillor Hawken proposed, Councillor Cassidy seconded and the Council **RESOLVED** to **APPROVE** a grant of £400. **b) Cornwall Pride Bus** – (Cornwall wide Bus Tour 2021) – Councillor Cassidy proposed, Councillor Shand seconded and the Council **RESOLVED** to approve a grant of £500.

Following confirmation that the Client Brief at Agenda Item 9. contained commercially sensitive information of benefit to prospective contractors should they become aware of it.

The Mayor proposed, Councillor Taylor seconded and the Council **RESOLVED** to go into **PARTII.**

#### **506 / 20 PART II - PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960**

**Pursuant to Section 1(2) of the Public Bodies (admission to meetings) Act 1960 and having regard to the confidential nature of the business to be discussed, the Press and Public be excluded from the meeting for the following items of Business:**

8. **Real Idea Organization (RIO) – CLLD Grant Application** – (see attached) - To receive and note the requested information.

9. **Active Travel Bid** - a) To receive feedback from the Active Travel working group meeting on Tuesday 20 April 2021. b) To receive the independent legal advice on the grant offer letter and terms and conditions of the Town Vitality Funding. c) To agree to accept the grant offer letter and terms and conditions to use £50,000 to commission and develop a comprehensive Local Walking and Cycling Infrastructure Plan for Liskeard as set out. d) To agree to act as the accountable body for the Town Vitality Funding grant. e) To agree a brief and proceed with the tendering process as set out in the brief.

#### **507 / 20 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960**

**Pursuant to Section 1(2) of the Public Bodies (admission to meetings) Act 1960 and having regard to the confidential nature of the business to be discussed, the Press and Public were readmitted to the meeting.**

The Mayor proposed, Councillor Cassidy seconded and the Council **RESOLVED** to **ADOPT** the decisions made in **PARTII.**

508 / 20 **Active Travel Bid** - c) That the Town Council agreed to accept the grant offer letter and terms and conditions to use £50,000 to commission and develop a comprehensive Local Walking and Cycling Infrastructure Plan for Liskeard as set out. d) That the Town Council agreed to act as the accountable body for the Town Vitality Funding grant. e) That the Town Council agreed the brief and proceeds with the tendering process as set out in the brief.

509 / 20 **CATTLE MARKET UPDATE** – a. Councillor Smith proposed, Councillor Cassidy seconded and the Council **RESOLVED** to **APPROVE** the obtaining of specialist advice on “state aids” and confirm approval of the £500 fee. b. Councillor Smith proposed, Councillor Cassidy seconded, and the Council **RESOLVED** to **APPROVE** the draft terms of reference including the amendments suggested and circulated prior to the Council meeting, of the Cattle Market Makers Group.

510 / 20 **TOWN CLERK'S UPDATE** – Noted. That the arrangements for co-option would be approved at the 18<sup>th</sup> May 2021 Council meeting.

**RESPONSIBLE FINANCIAL OFFICER (RFO) REPORTS (13-16)**

511 / 20 **RFO REPORT** – (for information – including bank balances, audit arrangements, grants and precept received). Noted.

512 / 20 **BUDGET MONITORING TO 30 MARCH 2021** – The RFO outlined that subject to some transfers to the reserves made earlier that day, and other small year-end adjustments, the Budget Monitoring report largely represented the year-end position. The Mayor proposed, Councillor Cassidy seconded and the Council **RESOLVED** to accept the Budget report.

513 / 20 **ANNUAL REVIEW OF THE EFFECTIVENESS OF INTERNAL CONTROLS AND RISK MANAGEMENT ARRANGEMENTS 2020/2021** - Councillor Smith proposed, Councillor Cassidy seconded and the Council **RESOLVED** to **APPROVE** the Statement of Internal Control 2021 and Financial Risk Arrangement 2021.

514 / 20 **SCHEDULE OF PAYMENTS** – The Mayor proposed, Councillor Cassidy seconded and the Council **RESOLVED** to **APPROVE** the Schedule of Payments.

515 / 20 **COMMITTEE MEETINGS – MINUTES:**

- a) Councillor Goldsworthy proposed, Councillor Smith seconded and the Council **RESOLVED** to note the minutes of the Facilities Committee held on the 19<sup>th</sup> January 2021.
- b) Councillor Goldsworthy proposed, Councillor Smith seconded and the Council **RESOLVED** to note the minutes of the Facilities Committee held on 16<sup>th</sup> March 2021.
- c) Councillor Powell proposed, Councillor Cassidy seconded and the Council **RESOLVED** to note and ratify the minutes of the Planning Committee held on 29<sup>th</sup> March 2021.

516 / 20 **CARBON AUDIT (see attached)** - Following discussion, Councillor Goldsworthy proposed, Councillor Ambler seconded, and the Council **RESOLVED** to refer the Carbon Audit back to the Environment Emergency Working Party to request that they define more precisely the outcomes of the Carbon Audit. This to include the area covered and possible actions for the consideration of the Town Council and partners.

517 / 20 **WAR MEMORIAL** – The Mayor and other councillors reported on the very constructive meeting with the Royal British Legion and Cormac. In discussion the point was made that the area of Castle Park for devolution to the Town Council by May 2022 did not currently include the grassed area owned by Cornwall Council around the War Memorial. The Parks and Open Spaces Working Party was asked to bring back a recommendation on this to Council. The Mayor proposed, Councillor Cassidy seconded and the Council **RESOLVED** to support the setting up in late May 2021 of a Community Interest Group to discuss making Remembrance in Liskeard as accessible and fitting as possible, including the siting of the war memorial.

518 / 20 **UPDATE ON VIRTUAL MEETINGS USE BEYOND 7<sup>TH</sup> MAY 2021** – The judgement in the court case is due this week. This might modify the outcome of the Councils' discussions. It was noted that the advice of the Cornwall Association of Local Councils (CALC) was that informal meetings and meetings of working parties can continue to be held by virtual means should the circumstance imposed by Covid dictate.

Following extensive discussion, including the need for a revised Risk Assessment of the return to the holding of Council and Committee meetings in the Public Hall, by an informal poll Councillors indicated by 6 v 3, that they would prefer a return to the holding of actual face to face meetings.

519 / 20 **CORNWALL COUNCIL PLANNING DECISIONS** – Noted.

520 / 20 **CORRESPONDENCE** – 11<sup>th</sup> April 2021 – Liskeard Town Forum letter of support for RIO.

521 / 20 **DATE OF THE NEXT MEETING** – 18<sup>th</sup> May 2021 – at 7.30 pm

