

# LISKEARD TOWN COUNCIL

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Town Clerk  
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## **COMMUNICATIONS AND ENGAGEMENT COMMITTEE** **MONDAY 13 MAY 2019 AT 7.30 PM** **TO BE HELD IN THE COUNCIL CHAMBER AT THE PUBLIC HALL**

Members of the public are invited to attend and take part in the meeting

The Chair will advise those present of Housekeeping matters

### **AGENDA**

**1. Apologies**

**2. Declarations of Members' Interests, Registerable and Non-Registerable**

**3. Minutes of Previous Meeting**

To confirm the Minutes of the Committee meeting held at 7.30pm in the Council Chamber on Tuesday 5 March 2019 as a true record of the meeting.

**4. Public Participation**

**5. Deputy Town Clerk's Update**

Report on items from 5 March 2019 committee meeting not already on the Agenda  
– For Information

**6. Museum Report**

- a) To receive the museum report
- b) To receive an updated budget report to 31 March 2019
- c) To approve the following documents: (i) Collections Development policy, (ii) Loans policy, (iii) Loans In Terms and Conditions, (iv) Loans Out Terms and conditions

**7. Tourist Information Centre (TIC) Report**

To receive the TIC report

**8. Budget Update**

To receive an updated budget report to 31 March 2019

**9. Objectives**

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 Tuesday 23 April

- 2) Work with youth organisations to set up a youth council and improve collaboration – To consider the next steps in setting up a Youth Council and Youth Network
- 3) Build on the improved accessibility at the Public Hall to work with others to promote inclusivity and accessibility in Liskeard.
  - a) To receive a report on the Public Hall launch
  - b) To receive a report on the appointment of a film-maker to produce a promotional video for the Public Hall and progress to date
  - c) To consider the next steps to promote inclusivity and accessibility in Liskeard
- 4) Promote walking and cycling in and around Liskeard, including reviewing and improving signage and establishing new trails.

#### **10. Public Hall Decoration and Signage**

- a) To receive an update and ratify an increase in payment from £300 to £379 for the new Public Hall internal directional signage
- b) To consider the format of new permanent displays for the Public Hall rooms and agree a budget
- c) To agree to the display of Liskeard in Bloom awards at the TIC

#### **11. Public Hall Wedding Promotion**

To consider holding a wedding fair on the weekend of 12/13 October and other ideas to promote the Public Hall as a wedding venue by the establishment of a working group

#### **12. Events**

- a) Community Fair – 30 March 2019 – To receive feedback
- b) Annual Town Meeting and Community Champion Awards – 25 April 2019 - To review the event
- c) Beating the Bounds – Sunday 19 May – all to attend if possible
- d) Civic Service and Parade – 2 June 2019
  - (i) To receive a report from the working group
  - (ii) To ratify a budget of £100 for expenses associated with boosting participation in the event
- e) Liskeard Show – 13 July 2019 – To agree themes for the stand
- f) Liskeard Unlocked 2019 – 13-15 September 2019
  - (i) To receive the notes from the working group for information
  - (ii) To agree a budget for promotional material
  - (iii) To agree a £500 match funding contribution for a FEAST grant application for a children's strike play
- g) Nadelik Lyskerrys – 30 November 2019 – To receive a verbal report on the first planning meeting for information

#### **13. Correspondence**

#### **14. Date of Next Meeting**

It is proposed that the next meeting of the Communications and Engagement Committee will be on Tuesday 2 July 2019

TOWN CLERK  
*Steve Vinson*  
 3 May 2019

