

TOWN CLERK'S REPORTS – 18TH DECEMBER 2018 – COUNCIL MEETING

7. TOWN CLERK'S UPDATE – Items from the 30th October 2018 meeting not already on the agenda. MINUTE 244/18 PUBLIC PARTICIPATION – The presentation of the “Disability Confident and Dementia Friendly Initiative” has been postponed to the Tuesday 22nd January 2019 Finance, Economic Development and General Purposes Committee meeting. Those attending will be: Jane Milligan Liskeard Job Centre+, Lorraine Clark – Echo Cornwall – Inspector Julian Morris Devon & Cornwall Police and Giles Vicat – ACAS. The presentation format allowing for questions and answers is advised as being 30 minutes. Hence, it is proposed to commence the meeting at 7.00 p.m. rather than the usual 7.30 p.m.

8. COUNCILLOR ROGER HOLMES – LISKEARD NORTH WARD – a) to note the resignation of Councillor Roger Holmes. b). To propose a vote of thanks for his very many years of service. c). To ask the Planning Committee at its next scheduled meeting Monday 7th January 2019 to consider and appoint a new Vice Chair. d). to consider which councillors might want to take on the four representative roles on external bodies currently carried out by Councillor Roger Holmes as detailed in the report.

Background – Councillor Roger Holmes is currently serving on the following outside bodies.

- Caradon Heritage Partnership – currently Roger Holmes is our only representative.
- Devon and Cornwall Rail Partnership (Looe Valley Line) - Councillors David Ambler, Roger Holmes, Tyler Bennetts and Susan Shand.
- South East Cornwall Tourism Association (SECTA) - Councillors Jane Pascoe and Roger Holmes.
- South and East Cornwall Local Action Group (SECLAG) - Councillors Jane Pascoe and Roger Holmes.

RECOMMENDATIONS: That a vote of thanks is proposed for Roger Holmes for his very many years of service. That the Planning Committee at its 7th January 2019 meeting appoint a new Vice Chair. That councillors indicate which of the above outside bodies might be of interest to them.

9. LISKEARD LIBRARY – Update and Next Steps – a). to note that planning consent has been granted and that the Real Ideas Organisations (RIO) have submitted an application for a £400,000 European Regional Development Fund (E.R.D.F.) grant. b). to consider whether and how to promote footfall to the town centre, during the refurbishment period, in which the library, is temporarily relocated to Luxstowe House.

Background – The news regarding the obtaining of planning consent and the submission of the application for a £400,000 European Regional Development Fund (ERDF) grant is positive. Loss of footfall to the town centre, is an implication of the

transfer of the library service, during the anticipated 5 months of the conversion works of the library building. The figures suggest that 4,000-6,000 thousand people a month use the library.

A meeting has been proposed for the 8th January 2019, at 11.00 am in the RIO office in Fore Street. This would look at options to encourage library users to still engage with the town centre, during the period of the refurbishment.

RECOMMENDATION: That the proposal is considered and if appropriate supported.

10. CORNWALL COUNCIL – CATTLE MARKET WORKING PARTY – MINUTE 332/18 4TH DECEMBER 2018 PLANNING COMMITTEE REFERS – to consider requesting that the Town Council representation be amended to include the Chair of Planning.

Background – Cornwall Council have established a Cattle Market Working Party to oversee the redevelopment and regeneration of the former cattle market site. The Town Council was initially invited to provide two representatives. The Mayor and the Town Clerk have attended since the working party was first established. Earlier this year, at the 24th April 2018 Council meeting councillor representation on outside bodies was considered. Minute 628/17. The Town Council asked that as Councillor Julian Smith had experience of property related capital projects, that Cornwall Council be asked to include a third town councillor representative. This was agreed by Cornwall Council.

In addition, to the three designated town council representatives, Councillors Jane Pascoe and Sally Hawken are also town councillors, although attending the meeting in their respective roles as Cornwall Councillors.

The Planning Committee held on Tuesday 4th December 2018 proposed the following Motion: Minute 332/18 That the Chair of the Planning Committee be appointed a Town Council representative to the Cattle Market Working Group.

RECOMMENDATION: That Council consider whether to request that Cornwall Council add the Chair of the Planning Committee to the Cattle Market Working Party.

11. ECONOMIC DEVELOPMENT WORKING PARTY (EDWP) – to agree the Terms of Reference and Membership.

11.1 Background – when setting the Terms of Reference and Membership of the Economic Development Working Party the following should be taken into account:

- That they support the delivery of the approved aims and objectives of the Council.
- That they support the relevant Neighbourhood Plan policies and projects.
- That they achieve the indicators that the Council has set for the economic development post and the modified Town Clerk role.
- That they reflect the approved economic development post role profile.

11.2 Adopted Town Council's aims and objectives to 2021: The Economic Development Working Party is tasked with supporting the following of the adopted Town Council's aims and Objectives to 2021:

- Support the growth of good quality local jobs and businesses, strengthen the local food and farming sector and attract new investment.
- Facilitate the development of transport and technology infrastructure to meet our current and future needs.

11.3 Neighbourhood Plan Policies and Projects to 2030: The Economic Development Working Party is tasked with supporting the following of the Neighbourhood Plan Policies and Projects to 2030:

Policies – to be supported.

- EM2 – Employment Land Allocation – Promoting the development of employment sites.
- EM5 – Innovation/Business Support Hub – Identify potential sites and work with partners to achieve.
- TC4 – Liskeard Cattle Market regeneration –

Projects – to be supported.

- A (EM) To create an innovation/business support hub.
- B (EM) To develop a training and skills centre.
- C (EM) To maximise the benefit of super-fast broadband and introduce 'gigabyte' broadband.
- D (TC) To support the Liskeard Cattle Market redevelopment and regeneration.
- E (TC) Liskeard Town Centre – to develop an enhanced web presence, to generate revenue, boost footfall and develop a competitive edge.

11.4 Approved Indicators for the economic development post and the revised element of the Town Clerk role.

3 - 5 year Indicators

- Increase provision of B1, B2 and B8 business space on business park type developments and where appropriate to provide town centre B1 type premises in Liskeard.

5 - 10 year Indicators

- Increase the number of good quality higher paid jobs in Liskeard.
- Reduce the relative ranking of Liskeard in the Index of Multiple Deprivation (IMD).
- Improve the relative ranking of Liskeard in the indices used by commercial investors.
- To increase the number of businesses registered in Liskeard.

11.5 Approved Role - Economic Development post

Main Role To support significant public and private sector investments which increase the stock of B use class premises at business park and suitable town centre locations.

Secondary Roles – (in conjunction with the existing responsible agencies)

- To support the expansion of relevant local businesses with good employment growth potential, including Growth Hub referrals.
- To secure inward investment, including working with 'Invest In Cornwall'.
- To produce and update the literature and websites in relation to relevant business support content, including vacant business premises.
- To support the organising and holding of targeted business support events.
- To build up an operating knowledge of grants and loans applicable to high value/high growth businesses.
- To build and maintain a network of contacts.

Economic Development Working Party - Terms of Reference

- To support the growth of local companies and inward investors that provide good quality jobs.
- To promote and support the implementation of the Neighbourhood Plan employment land policies and relevant premises provision projects.
- To identify and promote digital and web-based projects from capable local and inward investing companies, which will improve the competitiveness of the town's offer and raise prosperity.
- To work closely with partners that share our aims and objectives and that can provide investment and support. Such as, Cornwall Council, the Chamber of Commerce, local businesses, the Cornwall and Isles of Scilly Local Enterprise Partnership, the Growth Hub, South and East Cornwall Local Area Partnership, Cornwall Development Company etc. Our partners can be co-opted as non-voting members and provide advice and support as required.
- As a working party of the Council and Finance, Economic Development & General Purposes Committee, all councillors may be members of the working party. Those wishing to participate actively should indicate this to the Town Clerk by Thursday 3rd January 2019.
- As a Working Party of the Council and Finance, Economic Development & General Purposes Committee, the Mayor will chair the meetings of the working party. The Town Clerk is responsible for setting the agenda in consultation with the Mayor.

RECOMMENDATION: That the Council adopts the above Terms of Reference and Membership.

12. SCHEDULE OF PAYMENTS AND BALANCES – to receive and approve the schedule of payments and note the balances held by the council.

RECOMMENDATION: That Council agrees the Schedule of Payments.