

TOWN CLERK'S REPORTS – 26TH FEBRUARY 2019 – COUNCIL MEETING

7. TOWN CLERK'S UPDATE – Item from the 29th January 2019 meeting not already on the agenda. MINUTE 410/19 PUBLIC PARTICIPATION – The presentation by Redruth Town Council and Redruth Youth Council is rescheduled for 19th March 2019 Finance, Economic Development & General Purposes Committee which will also consider the corresponding report produced Councillors Brooks, Clarke and Taylor.

8. LISKEARD NORTH WARD VACANCY – to receive and approve the recommendation arising from the co-option interviews.

RECOMMENDATION: That the person recommended from the interview process is co-opted onto the Council

9. COMMUNITY GOVERNANCE REVIEW – to receive an update on the 16th February 2019 meeting with the Cornwall Association of Local Councils (CALC) and Cornwall Council and consider and approve a way forward.

9.1 Background – a Community Governance review can look at the parish boundary line between, in our case, a town council and two neighbouring parish councils. This subject is being raised for the following reasons:

9.2 Practical Recognition of the Actual Situation on the Ground - There are a number of buildings and facilities which are physically part of the built environment of Liskeard and are considered by the public as being part of Liskeard. For example, the Liskeard Tavern, Argos+, B&M, the goods railway line, a number of units on Moorswater Industrial Estate etc. However, they are beyond our boundary and in the neighbouring parishes of Menheniot and Dobwalls and Trewidland. Aside from the benefit of regularising the situation to assist members of the public, there are other more serious considerations, as outlined below.

9.3 The Impact on the delivery of the Neighbourhood Plan – the town council and our partners in the community have invested considerable effort over several years to progress a Neighbourhood Plan. This will provide the local element to the planning context for built development proposals to 2030. A key aspect is the protection and enhancement of the town as a shopping, service and employment centre. This is of benefit for the residents of Liskeard and the people who live in the wider south east Cornwall catchment area. The town council and chamber of commerce have not supported development, that could harm the vitality and viability of the town centre. Both organisations have objected to planning applications on out of town and edge of town locations. Planning applications beyond, or even on the parish boundary have not been treated by the Planning Authority as being in the town. Despite concerns, that the application could harm the viability and vitality of the town centre they have received approval. If the town boundary were amended to include sites likely to be developed in the time scale of the Neighbourhood Plan up to 2030, it would give the town council and our partners a much stronger input into the planning process.

9.4 Council Tax Base – In the case of residential properties, each unit provides the respective town or parish council with a small element of their precept income. Collectively, the residential properties are known as the Council Tax Base. The construction and occupation of additional residential units each year increases the total number of properties paying the precept. At present, there are very few houses in the area that might reasonably be transferred to the Liskeard boundary from Menheniot and Dobwalls and Trewidland. Those parishes would not lose very much precept from their current Council Tax Base. Hence, now would be a good time to look at transferring mostly industrial and retail units to the town boundary.

9.5 Cornwall Association of Local Councils (C.A.L.C.) and Cornwall Council Conference 16th February 2019 – the Mayor, Town Clerk and Councillor Smith attended the conference and a number of points were made:

- The process will take 15 months, including carrying out community consultations to gauge public support for the proposals. (see the attached “Community Governance Review Timetable” pdf.
- Cornwall Council has set up a “Community Governance Review Panel” that will carry out the review. They hope that town and parish councils will discuss local solutions that will then be brought to the “Community Governance Review Panel” for consideration. They acknowledge that in some cases agreement might not be possible and these will be referred to Cornwall Council.
- By the 8th February 2019 consultation response deadline, 160 of the 213 town and parishes councils had responded to the Community Governance Review Panel invitation. 98 councils have requested no change and 62 want a local review.
- Statutes indicate that Community Governance Reviews should be undertaken every 20 years. The last occasion upon which Cornwall carried out a community governance review was 35 years ago.
- The Community Governance Review Panel are likely to be limited to using population growth projections that look 5 years ahead.
- CALC – have recommended that each council identify two councillors in addition to the town or parish clerks to whom e-mail correspondence can be sent regarding the evolving Community Governance Review.
- By May, for relevant groups of town and parish councils to have discussed draft proposals at the local level.

9.6 Proposals – our response to the 24th December 2018 Cornwall Council invitation was to confirm, that we would like the boundary to be reviewed, but no indication was given as to how that review might look. Options could be:

Option 1 - Practical Amendment – to extend the boundary, to include:

- all the current built environment (buildings and facilities), that lie adjacent to the town boundary. (e.g. The Bubble Retail Park, the complete Liskeard Tavern site, parts of Moorswater including the goods railway line etc.)

- to include sites subject to current or recent planning applications and pre planning applications and that have an impact upon the social and economic viability of the community of Liskeard. (e.g. the Tencreek Farm and a recent pre app at Moorswater.)
- to include sites that have been part of the recent October 2018 “Agri Hub and Employment Land and Premises Demand Study” for example, at Bolitho Farm.

Option 2 – Futureproof Proposal – Option 1 above plus an element to provide a degree of futureproofing.

- To continue along the current and consented line of built development following the route of the A38 predominantly to the east of the Tencreek Farm site, but also in the area to the west to tidy up the Looe Mills end of Moorswater Industrial Estate.
- To continue the eastern boundary to take account of land to the east of the the Wain Homes site identified as H4 in the Neighbourhood Plan and to the east the Liskeard Business Park site identified as EM2B in the Neighbourhood Plan.

9.7 Notes and Next Steps – Option 1 offers a practical way of correcting existing anomalies. It tries to strengthen the efforts of the town council and our partners to improve the retail, service and employment offer of the town to better serve the needs of the population which the wider south east Cornwall catchment area. It would be the preferred option. However, it is noted that there has been a 35year gap since the last Community Governance Review. The Neighbourhood Plan has a 12year operational lifespan. This difference between the time scales of the governance review and planning periods make it probable that future anomalies will be created. There might be merit in trying to select Option 2 which attempts to take some account of future lines of development.

The Town Clerk has asked for further guidance as whether it would be possible to adjust parish boundaries by relatively small distances effectively a couple of fields at most in some places. Guidance does not yet seem to be available regarding that level of detail.

9.8 RECOMMENDATIONS:

- 1) To approve Option 1 above as the basis for initial discussions with Menheniot and Dobwalls and Trewidland Parish Councils.**
- 2) To confirm two councillors to receive the same information as the Town Clerk for the duration of the Community Governance Review.**
- 3) To request the Community Governance Review Panel accept small scale adjustments to boundaries which have relevance to the local context, rather than use complete Polling Districts, Cornwall Council Wards or complete Parish Council areas.**

10. PLASTIC FREE LISKEARD – SPRING CLEAN 13TH APRIL 2019 - to confirm town council support for the Plastic Free Liskeard Spring Clean initiative.

Background – the town council has in the recent past indicated support for the Plastic Free Liskeard initiative in general and specific elements of the campaign including grant support for the Plastic Free Plastic Liskeard jute bags.

The Plastic Free Liskeard group (including representatives of the town council) are organising a spring clean at various locations in the town.

Councillors and any members of the public are welcome to attend as per the attached poster.

RECOMMENDATION: That the town council supports the event.

11. NOMINATIONS FOR MAYOR AND DEPUTY MAYOR FOR THE 2019/2020 CIVIC YEAR – a). to receive nominations and approve the selection of a councillor to be Mayor for the 2019/2020 Civic Year. b). to receive nominations and approve the selection of a councillor to be Deputy Mayor for 2019/2020 Civic Year.

Background – at the time of writing the report, the period for the receipt of nominations was still open. A further update will follow on the afternoon of Friday 22nd February 2019.

RECOMMENDATION: (Pending the closure of the nomination period).

12. POLLING DISTRICT AND POLLING PLACES - 5 YEAR REVIEW CORNWALL COUNCIL – to note the information from Cornwall Council, regarding their plan to contact the town council with further information relating to the review in March 2019.

Background – The Electoral Office at Cornwall Council contacted the town council “This is to give your council advance notice of the above review that begins on Monday 4th March 2019. We will send you more detailed information then.

In the meantime, you may wish to include the following information on your agenda for your council meeting in February:

By law, Cornwall Council must conduct a polling district and polling places review every five years. Our latest review is due now and must be completed by the end of January 2020.

In March 2019, we will consult with every town and parish council in Cornwall and invite comments on the suitability of polling stations and voting arrangements at elections in their area.

The review will aim to ensure that voting arrangements for future elections suit the needs of the electors in each area.

Please note:

The Polling District and Polling Places Review is NOT the same as the Community Governance Review. These reviews are completely separate and must each follow a different legal process. However, Cornwall Council will be monitoring responses for both reviews for any crossover issues.”

RECOMMENDATION: That the information be noted.

13. MACEBEARER AND FUTURE CIVIC PARADES – to note the resignation of David Ambler as the Macebearer and to consider the idea that the town council will continue to parade for Remembrance Day, but not for the Civic Parade to St Martins Church.

Background – David Ambler has tendered his resignation as the Macebearer after a period of 18 years. It is proposed that David Ambler be given a vote of thanks for his service to the town in that role.

In discussing, the finding of a replacement macebearer, it was noted that in the past members of the councils’ caretaking staff had undertaken the role of macebearer this would be investigated as a possibility.

The Mayor and Chairs meeting discussed the frequency with which the town council conducts a formal procession. It was noted that the Remembrance Day Parade seemed to be popular and well attended by members of the public. It was considered a valuable event to continue attending by way of a formal procession. The annual civic event in which the town council formally processes to St Martins church was also discussed. This is far less well attended either by organisations of the town parading with the town council or by the members of the public lining the route.

It was recommended that a report come to council with a view to considering whether to discontinue processing to the St Martins Church during the civic event and instead for the town council representatives to attend the church at the relevant time on the day. The actual cost of the road closure order is £47. There is also the saving in staff time in not organising the street closure order. There is a £40 cost to cover the refreshments for the volunteers carrying out the physical closure of the road and management of traffic. On the day of the event itself, the parade does disrupt the flow to traffic within the town.

RECOMMENDATION: That the town council maintains processing as part of the Remembrance Day parade, but no longer processes through the town on the Civic Service at St Martins

14. SCHEDULE OF PAYMENTS AND REPORTING OF THE BANK

RECONILIATION TO 31ST JANUARY 2019 – to receive and approve the schedule of payments and note the bank reconciliation.

RECOMMENDATION: That Council agrees the Schedule of Payments and note the bank reconciliation.