

## **TOWN CLERK'S REPORTS – 29<sup>th</sup> OCTOBER 2019 – COUNCIL MEETING**

### **7. FREEDOM OF THE TOWN – THE RIFLES – to consider the granting of the Freedom of the Town to the Rifles.**

Background – The Town Council has researched the granting of the “Freedom of the Town” under the powers that the Town Council can exercise under Section 249 (5) of the Local Government Act 1972. This would involve the holding a special meeting of the Town Council and approving an appropriately worded resolution (the text of which we have obtained). The Town Council could then formally offer the Freedom of the Town.

The Town Council has received feedback from other Town/City Councils in Cornwall regarding their various Freedom of the Towns awards. Falmouth, Torpoint, Helston and Truro have provided useful feedback on the hosting of such events from a Town Council perspective. (The then Mayor Councillor Christina Whitty and her consort, the Town Clerk and Councillor Simon Cassidy attended the event in Truro 27<sup>th</sup> April 2019.) Of note was that as the Town Council own our own venues for the holding of such an event, costs would be reduced compared with Town Councils needing to hire venues.

There would be an initial upfront cost of providing the scrolls.

£344.36 for 2 scrolls from a very noted national supplier - \*Cost quoted by Falmouth Town Council (this was the contractor that we choose not to use with the Former Mayors Pin.

The cost of any of reception to the follow the event would be limited to food on a per head basis and would depend very much upon the number of people invited. On top of this you would have road closure costs, staffing costs etc.

Lt. Colonel A.R. Trelawny (Rtd) Regional Secretary South West – The Rifles has provided the explanation of the process and next steps and is attending the Town Council meeting to further explain and answer any relevant questions.

“Firstly, provided that Liskeard is still happy to extend the offer, the Freedom should be offered to The Rifles (as a whole) rather than specifically to the 6th Battalion. As you know, The Rifles is the successor to The Light Infantry (LI) which was, itself, the successor to The Duke of Cornwall’s Light Infantry (DCLI). The Rifles currently holds the Freedoms of Truro and Bodmin, both of which it inherited from the aforementioned regiments. In the case of Liskeard, where the Freedom has not previously been granted either to the LI or the DCLI, it may be granted directly to The Rifles.

The **Granting** of Freedom is usually followed periodically by an **Exercising** of that Freedom, which is normally carried out by the Band and Bugles and marching troops, as you saw in Truro. Unfortunately, the availability of the Band and Bugles, and to a lesser extent, that of the marching troops, is always difficult to predict, with all the other operational and training commitments that they have. It is, therefore,

unlikely that the Freedom of Liskeard could be **Exercised** in full before the autumn of 2020. However, if it was acceptable to the Council, the **Granting** of the Freedom could take place before then. In these circumstances, it would normally take the form of an **Exchange of Greetings** by the Mayor and a senior Rifles officer, which would include an **Exchange of Gifts**. Liskeard Council would present a Scroll (I can provide you with a template) and The Rifles would present a silver bugle for display. This would normally be followed by refreshments with invited guests in the Mayor's Parlour, Council Chamber or any other venue that you wished to use. We would certainly publicise the event (before and after) throughout the Regiment and you might wish to do the same through your channels.

So what next? In my experience, Councils like to include the matter on the agenda of their Meetings in order to get approval and they sometimes call upon a member of the Regiment to be present to answer any questions that may arise. I am at your disposal for that task. Assuming that the offer is then made formally, The Rifles will accept and you and I (and the Mayor) can look at dates (and guests) both for a Granting and for a subsequent Exercising at a later date. If the Council wishes to do the two together, that is not a problem, but it would delay it, for reasons which I have already mentioned".

**RECOMMENDATION: That the Council considers whether it wishes to continue with the Freedom of the Town process with regards the Rifles and hold the necessary meeting and adopt the required resolution.**

**15. GRANT APPLICATION – MOOR TO SEA LOOE VALLEY HERITAGE TRAIL (application form 15.a and accounts 15.b attached) - to consider the grant application from the Moor to the Sea project.**

**2019/2020 Grant Approvals**

Date	Grants Budget 2019/2020	£10,000
21/5/2019	Liskeard Lights Up 2019 Event	£2,000
21/5/2019	Liskeard Scouts – Urgent Hut Improvements	£2,000
17/9/2019	Canal Lock 21 Project	£1,000
	Approved	£5,000
	Unallocated	£5,000
29/10/2019	Moor to Sea – Looe Valley Heritage Valley	£500
	If Approved Total Allocated	£5,500
	If Approved Amount to End of the Financial Year	£4,500

Grant applications are normally delegated to the Finance, Economic Development & General Purposes Committee. However, the applicant is applying to more substantial funding streams as indicated in the attached application. The applicant hopes that a contribution from the Town Council would show support and help to lever in a larger amount of external grant support.

**RECOMMENDATION: That the Council consider the request.**

**16. COMMITTEE MEMBERSHIP – COUNCILLOR DAVID AMBLER - to approve Councillor David Ambler as a member of the Communications & Engagement Committee.**

**RECOMMENDATION: to approve Councillor David Ambler as a member of the Communications & Engagement Committee.**

**17. CHRISTMAS CAR PARKING – to approve the dates and the Town Council financial contribution towards the locally funded element of the free Christmas parking.**

Background – Cornwall Council have contacted the Town Council offering to fund one free car parking day in the period before Christmas. Saturday, 30<sup>th</sup> November 2019, is the date of the Liskeard Lights Up event will be held in the town centre. This is always a very popular event. Therefore, it would be a good date to request.

The Town Council has in the recent years funded three additional days free Christmas parking. These have been the Saturdays in December which this year will be 7<sup>th</sup>, 14<sup>th</sup> and the 21<sup>st</sup>.

The car parks in which free car parking will be provided are the Westbourne, Cattle Market and the Upper Sun girt car parks. The cost of this net of VAT is £3,103. As in previous years contributions are being requested from the Town Forum, Chamber of Commerce and Traders Association. At the time of writing only the Town Forum had responded that it would provide £200 towards the cost of the free Christmas parking.

**RECOMMENDATION: That the Town Council propose to Cornwall Council 30<sup>th</sup> November as the Cornwall Council funded free car parking day and agrees to fund the 7<sup>th</sup>, 14<sup>th</sup>, and 21<sup>st</sup> December from its own budgets and in conjunction with other funders.**

**18. COUNCIL AND COMMITTEE SCHEME OF DELEGATION AND TERMS OF REFERENCE (see attached report) – to approve the updated Council and Committee Scheme of Delegation and Terms of Reference.**

Background – The Internal Auditor has recommended that the Council update the Council and Committee Scheme of Delegation and Terms of Reference. The service committees have considered the draft scheme of delegation and terms of reference and supplied the changes as set out in the attached document.

**RECOMMENDATION: to approve the updated Council and Committee Scheme of Delegation and Terms of Reference.**