

## **LISKEARD TOWN COUNCIL**

**AT a MEETING of the FINANCE AND STRATEGY COMMITTEE** held in the Council Chamber at 7.30 pm on Tuesday 22 March 2016 there were present:

The Deputy Mayor, Councillor Jane Pascoe - in the Chair

Councillors: Rachel Brooks, Ian Goldsworthy, Lorna Shrubsole and James Shrubsole

Town Clerk: Steve Vinson

Minute Clerk: Stuart Houghton

Member of the Public: Tony Wood (Ploughman's Festival Committee)

### **899/15 APOLOGIES**

Apologies were received from the Mayor, Councillor Phil Seeva and Councillor Adam Hodgkins.

### **900/15 DECLARATIONS OF INTEREST REGISTERABLE AND NON-REGISTERABLE**

Councillor Brooks declared an interest in Agenda Item 7, the Brilliant Fish Grant Application.

### **901/15 MINUTES OF THE FINANCE & STRATEGY COMMITTEE MEETING HELD ON 23 FEBRUARY 2016**

Councillor Brooks proposed, Councillor J. Shrubsole seconded and the Committee **APPROVED** the Minutes of the Finance and Strategy Committee meeting held on the 23 February 2016.

### **902/15 TOWN CLERK'S REPORT**

The Town Clerk's report had been circulated and was noted.

The Town Clerk reported that the installation of the fibre optic broadband cable had been completed; BT would be connecting the fibre cables to the Museum and Office on the 4 and 6 April 2016.

### **903/15 TO RECEIVE THE COMMITTEES BUDGET REPORT TO 29 FEBRUARY 2016.**

The budget report was noted.

Comment was made that the expenditure for the Neighbourhood Plan should

have been shown against the Grant received line.

Payment for the Consultant for the review of the Councils Functions and Procedures was discussed. The Town Clerk explained that the underspend, by the Communication and Engagement and Finance Committees, would be carried forward as a nominated reserve for this payment.

## **904/15 PUBLIC PARTICIPATION**

Tony Wood addressed the Committee about the application for a grant made by the Ploughman's Festival organisers.

He said that the purpose of the Festival was to provide a community event in the summer, such as the Liskeard Lights Up event that was held each winter. The date chosen for the Festival was to correspond with the Feast of the Assumption, that was awarded in the 13C Town Charter, which was in the tourist season.

The Festival celebrated Liskeard and its Cornish Heritage by providing local prize winning chesses, beers and ciders, Ploughman's Lunches and Pasties.

The Festival was in two parts, in the morning stalls were provided on the Parade as a food market, in the afternoon the focus moved to Westbourne Gardens for music by local performers.

This would be the third year the event had been held, a small reserve had been built up, but costs were increasing. So far the weather had been kind but protection of the performers and public needed to be provided in the case of inclement weather, this was a lesson learnt and marquees were now provided.

The grant would be used as a contribution to the hiring costs of the marquees, the provision of First Aid and Insurance.

Mr Wood asked if the proposed new entrance into Westbourne Gardens would be available by the 13 August 2016 as the current access is quite difficult to use for heavy items such as marquees. The Town Clerk replied that it would not be available.

In response to questions, Mr Wood answered that the event was advertised on its website and included in event diaries such as the one produced by the TIC. He was cautious about intensive advertising as it could cause overcrowding of Westbourne Gardens. It was suggested that the event could be advertised on City Bus in Plymouth.

The Chair thanked Mr Wood for his presentation and invited him to stay to hear the discussion.

## **905/15 GRANT APPLICATIONS**

### **1. PLOUGHMAN'S FESTIVAL**

Members discussed the merit of making an award to this organisation, comments included;

- The event promoted Liskeard and the surrounding area
- It was a well-supported event by the public
- The event catered for all age groups

Councillor L. Shrubsole proposed, Councillor Goldsworthy seconded and the Committee **RESOLVED** to award a grant of £300 to the Ploughman's Festival.

### **2. CHICKS**

Members discussed this application, they considered that children from Liskeard had benefited from this organisation and it was open to a wide range of residents. The organisation had been visible in the Town and had been included in local press reports.

Councillor Brooks proposed, Councillor J. Shrubsole seconded and the Committee **RESOLVED** to award CHICKS a grant of £250.

### **3. THE MAN ENGINE ORGANISATION**

The Town Clerk reported that he had sent an e-mail to the organisers to inform them that our Councillors thought that the application would be for £1k, not £3k. He had also contacted Lostwithiel and Camborne Councils to ask what grant they would, or had, awarded; neither Council had received a grant application for this. Members commented;

- The last CHAHP meeting had been cancelled
- The "Man Engine" would arrive at Liskeard at 1300 and depart at 1400.
- Liskeard School was involved, they had started work and allocated £2k for their expenditure.
- Details of the proposed route were required, would the engine come to Town even if the Council did not award the grant
- Why was the grant required
- What would the grant be used for
- What other funding was the organisation receiving
- Would the Museum hold an associated event on that day

Members asked the Town Clerk to obtain more detailed information about the event and report to the next meeting.

#### 4. BRILLIANT FISH EDUCATION GROUP

Councillor Brooks had declared an interest in this item and left the meeting.

The Chair stated that this was a good way to get families to eat sensibly, the Council had awarded £200 last year and Liskeard schools had been involved.

Councillors asked if the cost involved was proportional to the number of students involved.

Councillor Goldsworthy proposed, Councillor L. Shrubsole seconded and the Committee **RESOLVED** that a grant of £200 be awarded, but would not be paid until a representative of the Brilliant Fish organisation had been to the Committee to report on how Liskeard pupils had benefited from the scheme.

Councillor Brooks was asked to return to the meeting.

#### 906/15 TOWN COUNCIL RESERVED CAR PARKING SPACES

The Deputy Mayor declared an interest in this item.

The Town Clerk's report gave the detail for this item; the spaces had been paid for this year, the future need for them should be decided. Member's comments included;

- What benefit did the Council receive by reserving the spaces
- It would be more cost efficient, and better use of public money, to reimburse the Mayor and/or the Town Clerk their expenses when they used the car park
- What budget was the payment made from
- Each Mayor could decide if he wanted to have a reserved space
- Keep one space
- Increase the Mayor allowance to cover the cost of the reserves space if the Mayor wished to continue with it

As the spaces had been paid for this year it was agreed that the options be decided when setting next year's budget along the lines discussed.

#### 907/15 SAGE ACCOUNTING PACKAGE SUPPORT RENEWAL 2016/2017

Details of the options were given in the Town Clerks report that had been circulated and contained the Internal Auditors recommendation that the support package was required.

Councillor Brooks proposed, Councillor L. Shrubsole seconded and the Committee **RESOLVED** that the Council continue to receive the SAGE Support Package.

**908/15      CORNWALL   COMMUNITY   REHABILITATION   COMPANY**  
**(PROBATION)**

A copy of the correspondence received from the Rehabilitation Company had been circulated as a part of the Town Clerks report. Councillors commented;

- a. The Council had previously used this service for cleaning work in the parks
- b. The principle was sound but a detailed programme would be required
- c. Would the cost be prohibitive
- d. There was not a budget prepared for this
- e. Other councils in South East Cornwall use this service, find out from them what was involved
- f. Could we form a consortium with the other South East Cornwall councils
- g. What equipment would we need to supply, where would it be stored
- h. Generally we employ a contractor to do this type of work

The Town Clerk was asked to obtain information from the South East Cornwall Councils that use this service, and the possibility of working as a consortium.

**909/15      LOCAL COUNCIL AWARD SCHEME**

The updated schedule showing progress on requirements had been circulated with the Town Clerks report

It was agreed that this would be represented at the April 2016 meeting of the Committee.

**910/15      AUDIT REQUIREMENTS 2015/2016 AND FUTURE YEARS**

Details of the current arrangement and future options had been included in the Town Clerks report, which had been circulated.

Following the demise of the Audit Commission, the Small Authorities Audit Appointment Scheme was developed and was Government lead. This organisation was in the process of arranging its contract packages.

CALC have recommended that all Town and Parish Councils do not opt out of this Government lead scheme.

Councillor Goldsworthy asked the Town Clerk if other sources for the Internal Audit were available, the Town Clerk replied that there were other sources for this. The Town Clerk was asked to investigate the availability and cost for an alternative internal auditor.

Councillor Goldsworthy proposed, Councillor L. Shrubsole seconded and the Committee **RESOLVED** to follow the Town Clerks advice and remain in the Government lead scheme.

**911/15 ANY OTHER BUSINESS**

The Town Clerk reported that the invoice for the first years support package for the Public Access Defibrillators installed at Addington Stores, Geoffrey Harris Tyres and Hillfort School had been received.

**912/15 DATE OF NEXT MEETING**

The next Finance and Strategy Committee meeting would be held on Tuesday 26 April 2016.