

# LISKEARD TOWN COUNCIL

Tel: 01579 345407  
Fax: 01579 324429  
e-mail: [townclerk@liskeard.gov.uk](mailto:townclerk@liskeard.gov.uk)  
Website: [www.liskeard.gov.uk](http://www.liskeard.gov.uk)



Steve Vinson  
Town Clerk  
3/5 West Street  
Liskeard  
PL14 6BW

21 December 2016

**COMMUNICATIONS AND ENGAGEMENT COMMITTEE**  
**TUESDAY 3 JANUARY 2017 AT 7.00 PM**  
**TO BE HELD IN THE LONG ROOM AT THE PUBLIC HALL**

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

The Chairman will advise those present of Housekeeping matters

**AGENDA**

1. TO RECEIVE APOLOGIES
2. TO RECEIVE DECLARATIONS OF MEMBERS' INTERESTS, REGISTERABLE OR NON-REGISTERABLE
3. MINUTES OF PREVIOUS MEETING  
To confirm the Minutes of the Committee meeting held at 7.00 pm in the Council Chamber on Tuesday 1 November 2016 as a true record of the meeting.
4. SUPPORT SERVICES MANAGER'S REPORT  
To receive an update about progress of resolutions from the last meeting of the Communication and Engagement Committee on 1 November 2016.
5. PUBLIC PARTICIPATION  
If required.
6. BUDGET REPORT & SETTING
  - a. To receive the report to 30 November 2016
  - b. To agree the proposed budget for 2017-18.
7. MUSEUM REPORT
  - a. To note the summary of the meeting held on 8 December 2016
  - b. To discuss and agree the proposed Terms of Reference
8. TIC REPORT  
To receive the TIC report

9. ELECTIONS – 4 MAY 2017  
To consider how to encourage members of the public to stand for election to the Town Council.
  - a. Open Evening – 31 January 2017 7pm – 9pm in the Long Room
  - b. Town Council website page
  - c. Cornish Times spread
  
10. EVENTS  
To receive the list of forthcoming Town Council events and agree any further action needed to prepare for these.
  - a. Methodist Church Civic Service – 5 February 2017 (tbc)
  - b. Liskeard Community Fair – to agree date 18 or 25 March 2017 and discuss arrangements
  - c. Battle's Over - A Nation's Tribute and WWI Beacons of Light – 11 November 2018 at 7pm
  - d. Man Engine day 2017 – to note Celebrate grant rejected, possible reworking for heritage grant application
  
11. LISKEARD COMMUNITY MAGAZINE – ABOUT LISKEARD  
To receive an updated financial forecast for the project and consider a Town Council contribution for 2017-18
  
12. COMMITTEE WORK PLAN
  - a. To note the updated work plan
  - b. To agree priorities
  
13. TOWN SIGNS
  - a. To agree whether to proceed with installing map panels
  - b. To discuss town signage for carparks/parks etc.
  
14. A38 SIGNS
  - a. To discuss the possibility of Brown/Heritage signs
  - b. To discuss existing A38 signage
  
14. THE MAYOR'S UPDATE  
To receive an update and discuss how we can provide support.
  
15. CORRESPONDENCE
  
16. DATE OF NEXT MEETING  
The next meeting of the Communications and Engagement Committee will be on Tuesday 7 March 2017.

TOWN CLERK

*Steve Vinson*

21 December 2016