

## Liskeard Town Council

**AT A MEETING** of the **COMMUNICATIONS AND ENGAGEMENT COMMITTEE** held in the Council Chamber on **Tuesday 13 July 2021 at 7.30 p.m.** there were present:

Committee: Councillors Nick Craker (in the Chair), David Ambler, Rachel Brooks, Simon Cassidy, Richard Dorling, Annette Lee-Julian and Christina Whitty.

Deputy Town Clerk – Yvette Hayward  
Members of the Public – Mr R Reardon and Lin Moore

**95 / 21 APOLOGIES**

Councillor Naomi Taylor

**96 / 21 DECLARATIONS OF INTERESTS, REGISTERABLE AND NON-REGISTERABLE**

None

**97 / 21 MINUTES OF MEETING HELD ON Wednesday 23 June 2021**

Councillor Cassidy proposed, Councillor Dorling seconded, and the Committee **RESOLVED** that the minutes of the meeting held on 23 June 2021 were adopted as correct.

**98 / 21 PUBLIC PARTICIPATION**

Lin Moore objected to the installation of cycle stands in Fore Street, as they may obstruct delivery lorries and would spoil the look of the street. She had observed eight bicycles chained to the railings of Stuart House when walking round the town and thought cycle parking would be better provided in the town carparks.

**99 / 21 DEPUTY TOWN CLERK'S UPDATE - Report on items from 23 June 2021 committee meeting not already on the agenda – for information**

Written report circulated and noted. The museum coordinator had resigned, and a recruitment process would begin immediately to fill the vacancy.

**100 / 21 Election of the Deputy Chair for 2021/22**

Councillor Brooks proposed, Councillor Cassidy seconded, and the Committee **RESOLVED** to elect Councillor Lee-Julian as Deputy Chair for 2021/2022.

**101 / 21 TOURIST INFORMATION CENTRE (TIC) - To agree to write off £360.78 of TIC stock**

Councillor Cassidy proposed, Councillor Lee-Julian seconded, and the Committee **RESOLVED** to write off £360.78 of TIC stock, which would be donated to other local causes.

**102 / 21 BUDGET MONITORING - To receive and accept a budget report to 31 May 2021**

It was noted that a payment had not yet been made for the 2020 Christmas lights. As they had now been taken down, the RFO would check whether they had final invoices and details of the total support needed.

29/21

**103 / 21 Cycle Stands - To agree to the installation of new cycle stands in Fore Street at a cost of £797.35**

Councillor Whitty reported observing six bicycles chained to the railings outside Stuart House the previous day, which demonstrated a need for cycle parking in the town. It would be important to have wide publicity when they are installed, to encourage people to use the cycle parking in the new location and visit Fore Street to benefit the traders.

It was noted that during the site visit with the Highways and Environment Manager it was confirmed that the positioning of the stands parallel to the building would enable sufficient space for parking of six bicycles without obstructing emergency vehicle access, and the land was owned by Highways.

Councillor Brooks proposed, Councillor Cassidy seconded, and the Committee **RESOLVED** to approve a payment of £797.35 to Cormac for the supply and installation of three new cycle stands in Fore Street.

In view of the objection raised by Lin Moore (Chair of the Traders Association), Councillor Craker would speak to the traders in Fore Street ahead of the installation.

It was noted that Councillor Craker as the ward member supported the installation of cycle parking outside the rear entrance to the Co-op in Westbourne carpark, and further follow up would take place about the need to obtain a special licence from Cornwall Council to install them and agree a long-term maintenance arrangement.

**104 / 21 Youth Council - To agree terms of reference for the Youth Council**

It was agreed the key action to progress the youth council was engagement with the schools and Lyskerrys Youth Group early in the autumn term. Furthermore, while the youth council was a priority the previous commitment to help set up a youth network should be reviewed next year for progression as previous surveys of youth organisations had demonstrated a demand for this.

A number of amendments were agreed to the proposed terms of reference, to include making them gender neutral, setting the age range at 10 – 18, meetings to be held every 6 weeks, membership open to those who live or study or socialise in Liskeard, Town Councillors to attend and speak by invitation only and members of the public not to be admitted.

It was hoped that facilitation could be provided by Young People Cornwall, which may include training for the Chair to ensure all voices are heard and management of expectations on projects recommended to Council and the time they may take to achieve.

Councillor Brooks proposed, Councillor Cassidy seconded, and the Committee **RESOLVED** to **RECOMMEND** to Council that the terms of reference are adopted subject to the amendments noted, with a review six months after inception of the youth council for input from the young people and to ensure they are fit for purpose.

A discussion took place about the need for an appropriate level of DBS check on all Councillors, and it was noted that all Cornwall Councillors currently undergo a basic level check. It was proposed that this be considered at the next meeting of the Council or the Finance, Economic

Development and General Purposes committee, and the Mayor agreed to add this to the agenda.

**105 / 21**                      **EVENTS**

**a) Mayoral Event – to consider an event in September 2021 (SC)**

Due to the continued covid uncertainty it was agreed it was unwise to plan for an event to be held before spring 2022.

**b) Liskeard Unlocked September 2021 – To receive a verbal update and the notes from the Tea Treat meeting on 21 June 2021 (RB)**

Preparations were progressing well, and the final draft of the promotional leaflet was almost complete. Volunteers would be needed on the days of the events, and the Chair asked all members to commit to helping for a short period to share the work.

**c) Community Champion Awards – to receive an update on discussions with the Lions to link this to the carnival on 2 October 2021 (NC)**

No update available

**d) Remembrance Day Parade 14 November 2021 – to discuss town council support (NC)**

Councillor Craker would speak to Trevor Newbury at the Royal British legion next week to agree areas of responsibility for the Parade.

The Mayor would be laying a wreath at the war memorial on behalf of the Town Council at 10.45am on 15 August 2021 to commemorate VJ Day, and all Councillors were welcome to attend.

**e) Christmas events in the town – to receive an update (SC & NC)**

Councillor Craker had met with Jenny Foster from the Lights Up team who had provided financial information for 2019 and 2020 which would be circulated. There were usually two parts to the event: the Christmas lights with switch on and fireworks, and the lantern parade. With the continued uncertainty over covid, a lack of storage for lanterns, and the high plastic content of the lanterns which does not fit with other town objectives, they will not be able to organise this again this year. With a focus on the lights this year, they are conducting an inventory of their equipment and obtaining costings for what is needed for 2021. They were also considering an evening Christmas market when the lights are turned on, as the regular monthly markets being held in the events area are growing in popularity.

The Town Council was committed to supporting the lights but would not take over responsibility for them.

Several other ideas were suggested to provide festive activities for the community and boost footfall in the town centre with a view to facilitating a meeting of town organisations in early September to work together.

**f) Other events – a list of regular annual events was circulated 25 June 2021**

Noted

**106 / 21**                      **CORRESPONDENCE**

None

**107 / 21**                      **DATE OF THE NEXT MEETING**

The next meeting of the Communications and Engagement Committee will be on Tuesday 14 September 2021 at 7.30pm.