

Liskeard Town Council

AT A MEETING of the **COMMUNICATIONS AND ENGAGEMENT COMMITTEE** held in the Hobhouse Room at the Public Hall **on Thursday 4 August 2022 at 7.30 p.m.** there were present:

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

Deputy Town Clerk – Yvette Hayward

Members of the Public – Jenny Foster and Martin Gilbert (Lights Up) and Richard Reardon

132 / 22 Election of the Chair for 2022/23

Councillor Taylor proposed, Councillor Cassidy seconded, and the Committee **RESOLVED** to elect Councillor Craker as Chair for 2022/2023

133 / 22 Election of the Deputy Chair for 2022/23

Councillor Craker proposed, Councillor Brooks seconded, and the Committee **RESOLVED** to elect Councillor Lee-Julian as Deputy Chair for 2022/2023

134 / 22 Apologies

Councillor Richard Dorling

135 / 22 Declarations of Interests, Registerable and Non-Registerable

None

136 / 22 Minutes of Meeting Held on Thursday 12 May 2022

Councillor Lee-Julian proposed, Councillor Craker seconded, and the Committee **RESOLVED** that the minutes of the meeting held on 12 May 2022 were adopted as correct.

137 / 22 Public Participation

Martin Gilbert explained that he had been involved with the Christmas lights and town Christmas trees for many years but didn't want to lead it. David Ambler had brought it together last year and other Councillors helped to get donations. He would like to see advertising for a committee to run the lights and somebody to lead that. This would help to pass on knowledge.

Jenny Foster explained that originally the Chamber of Commerce had organised the lights and trees, the Liskerrett centre had organised the lantern parade, and the Trader's Association had organized events in the town during the day. When the Chamber were no longer able to organise the lights and trees, a Lights Up bank account had been set up (current signatories Jenny Foster, Martin Gilbert and John Gliddon) but there was not a formal committee or constitution. When the Town Council began coordinating Nadelik Lyskerry that joined up other organisations and created a community event – a celebration at the start of December with all the community involved e.g. schools, Santa bikes, family Santa train, singing, Cornish language, etc. There was a role for the Town Council as a coordinating body to start discussions and find out what appetite there is in the town.

In discussion it was agreed there were two elements, the physical lights to enhance the look of the town, and the events to bring the community together. A meeting in early September, inviting all the previous organisations involved in Nadelik Lyskerrys was needed.

A discussion took place of how businesses which contribute to the costs could be recognised. Most local businesses were interested in funding the lights and a tree outside but not community events. Most national businesses did not contribute at all, although some staff supported them via local fundraising. Community events were more likely to attract external grant funding.

Annual costs included testing the lights, repairs and maintenance, telehandler, refreshments, storage, insurance, buying trees – but not new lights. The Lights Up account currently has £2,000 and would need a further approx. £1,700 to cover costs in the current form. The lights need to be checked each year, and they then know what needs replacing – this starts at the beginning of October. The lights are fuel efficient and have been well looked after. Power is currently taken from individual business premises, but in other areas it is taken from the lighting columns and invoiced – this could be investigated.

Manpower – a professional electrician is needed, and this work has all been undertaken by Neil Tucker on a voluntary basis for some time, but he may not be able to continue to do this. Should the electrician(s) be offered a fee? A coordinator is needed, and able-bodied volunteers who are prepared to wait around at some points while other things are being done before they are needed again. The take down needs as many volunteers as they can get. The telehandler comes with driver and qualified operator. There are fully trained volunteers within the town to operate the stop and go boards. Can we ask for older cadets/scouts etc. to help? Involving volunteers is part of the community spirit of the event – but it needs to be done properly, to ensure people are protected and insurance cover is valid. The current insurance will be reviewed – a copy will be supplied to the Town Council. The lights usually go up either the Sunday before or after Remembrance Day – there is a responsibility for them for the whole period they are up. A permission form is required for putting lights over the road.

The Town Council could facilitate and help recruit new volunteers for the lights and review this in January 2023 in consultation with the community, with a view to possible budgeting next year if it doesn't work. This would be a change of funding from businesses paying to attract people to the high street, to the community paying.

Similar support may be required by other groups such as the Lions for the carnival and St Matthews fair.

The jubilee bunting needs to be taken down with a telehandler before the lights go up – it is too much to do in one go. This could be at the end of August.

138 / 22 Liskeard Light's Up

Councillor Cassidy proposed, Councillor Taylor seconded, and the Committee **RESOLVED** to:

- Give £2,000 to Lights Up from the unspent monies allocated in the 2021/22 budget
- Liskeard Town Council to coordinate support of the community celebration starting in early September (RB, NC, DA)

- Liskeard Town Council to help recruit volunteers for the lights with an advert in the Cornish Times and social media after reviewing the insurance
- Review the lights by the end of January to feed into the budget setting process, in consultation with the public. A paper will be worked up before on options if the Town Council were to take on the physical lights.

139 / 22 DEPUTY TOWN CLERK'S UPDATE - Report on items from 12 May 2022 committee meeting not already on the agenda – for information

Written report circulated and noted.

140 / 22 MUSEUM REPORT – To receive a report from the Museum Coordinator

Noted - the museum was thanked for the display boards it had produced for Liskeard show.

141 / 22 TOURIST INFORMATION CENTRE (TIC) - To receive a report from the TIC Manager

Noted – Vicky was thanked for the work on the jubilee arts and crafts competition and the new support pages on the website. The Lee Rendle exhibition was welcomed.

Cornwall Council were currently promoting free and under £10 family events for the summer and the TIC would be asked to produce something on a similar theme.

142 / 22 BUDGET MONITORING 2022/23 - To receive and accept a budget report to 31 May 2022

Noted

143 / 22 OBJECTIVES - To consider objectives and priorities for this committee for 2022/23

After discussion it was agreed that the objectives for 2022/23 should be updated as follows:

1. Promote walking and cycling in and around Liskeard, including reviewing and improving signage and establishing new trails
2. To continue to support and enhance existing events and new activities
3. Work with youth organisations and continue to support the youth council and improve collaboration with young people
4. Build on the improved accessibility at the Public Hall to work with others to promote inclusivity and accessibility in Liskeard

The Chair of Planning is to join active travel working group and active travel will become a standing report item on the planning agenda once it moves beyond the current public consultation phases.

Councillor Ambler would contact the Liskeard and District Sports Association about inclusivity within sport in the town and how this can be improved.

144 / 22 EVENTS

a) Liskeard Unlocked (9 – 11 September 2022) – To receive the notes from the planning meeting on 15 June 2022 and a verbal update from the meeting on 13 July 2022 (RB)

The draft leaflet will be confirmed next week and sent to the printers. This should be distributed as widely as possible in the surrounding area – village shops, halls, accommodation providers etc.

Mandy will send out an email asking for volunteers – Councillor Craker can help.

The Public Hall building will be open for the event hosted by the Mayor and Deputy Mayor, and the museum would be hosting a Lego and Meccano competition.

b) Totally Locally event in October (8 – 22 October 2022) – to consider how this could be progressed (ALJ)

A working group will be set up to include Councillors Lee-Julian and Taylor. Councillor Lee-Julian will recruit a couple of local traders to join the group. Mandy can coordinate the meeting and provide some admin support and printing.

c) Cattle Market opening event (29 October 2022) – to consider how this could be progressed to link with the Primestock show (NC)

This was dependent on the construction timetable which is currently on track for completion in early October. This should not be too demanding on the Town Council as the show committee organise their event and Cornwall Council would be opening their new building. Could a VIP be sourced to cut the ribbon? Checks would be made to establish whether the market bell from the museum and the market key in the town silver collection could be displayed at the event. Possibly local makers could sell in the covered market area.

Further information would be obtained from Cornwall Council on expectations of fee generation from the covered market area and fed back to Council. Councillor Craker would make enquiries.

d) To note the desire within the town for a fairground to visit

This was an aspiration of the youth council. Councillor Ambler had spoken to Dingles Steam Village who may have contacts in the fairground industry and be able to help. Enquiries would be made about whether a fair would be interested in visiting Liskeard and the type of site they would need.

145 / 22 ACTIVE TRAVEL PUBLIC ENGAGEMENT - To receive feedback on the activity at Liskeard Show and consider additional opportunities for public engagement

It was noted the pop-up shop was working well for engaging with the public.

The pop up on the Parade on 6 August would not go ahead due to a lack of available volunteers. Another check would be made with Councillors and members of the active travel working group for volunteers for 3 September.

To further promote the consultation a press release would be prepared to go to all the media outlets. Details should be sent to schools on their return for their newsletters. Some paper copies of the survey will be made available at the Town Council office and TIC if people cannot complete it online but will need to view the large map in the window of Unit 2 at the Guildhall.

An A5 flyer will be produced to promote the consultation to be distributed as widely as possible in the surrounding area (possibly with the Liskeard Unlocked leaflet). Enquiries would be made about whether these can be displayed in the bus shelters or on the buses.

146 / 22 WEED TREATMENT PUBLIC ENGAGEMENT - To consider how best to obtain feedback on possible options to the current weed treatment arrangements

Survey Monkey could be used. In addition, it was suggested more face-to-face contact via a street stall or door to door in Councillors' areas on the routes maybe needed on this issue.

The Mayor would check with the Lions whether St Matthews fair was going ahead on 1 October as this would be a good opportunity.

147 / 22 PROMOTIONAL DISPLAY BOARDS AT LISKEARD RAILWAY STATION - To consider supporting a bid by the Liskeard Town forum to seek funding from GWR

The committee agreed in principle to support providing match funding for this project, subject to budget, costings including ongoing maintenance and content. It was essential it should be high quality with good design.

The Mayor would contact the GWR marketing team about a local campaign.

148 / 22 CIRCULATING GRANT INFORMATION - To consider how information on available grant funding can be best cascaded to any interested groups

It was agreed to explore the use of Mail Chimp to deliver this and proceed if it can be achieved with limited staff time.

149 / 22 CORRESPONDENCE

The Mayor advised he had received an email from Alec Kendall re *Lady Margaret's* nameplate - the Liskeard and Looe Railway's own locomotive. Details to be circulated.

150 / 22 DATE OF THE NEXT MEETING

The next meeting of the Communications and Engagement Committee will be on Thursday 15 September 2022 at 7.30pm.