

6. TOWN CLERK'S REPORT AND AGENDA ITEMS –

8. CO-OPTION VACANCY – to receive an update and resolve a way forward –

The last meeting the Town Council resolved to follow the advice of Cornwall Council's elections office and make efforts to fill the vacancy by co-option. An advertisement was placed in the press, and on Facebook as well as the usual notices on noticeboards and the website. The deadline for the submission expressions of interest expired on 18th November 2016. Two members of the public have expressed an interest in co-option to the Council. They both appear to satisfy the qualifying criteria. In alphabetical order these are:

- Tyler Bennetts
- Mark Utley

Town Councillors were sent through the expressions of interest e-mails and letters on 21st November 2016. However, they are attached again for ease of access. Meetings with both prospective candidates are due to held in advance of the Town Council meeting. It is hoped that Councillors recommendations would be reported and adopted at the Town Council meeting.

RECOMMENDATION: That the decision of the Councillors is reported and resolved as the way forward with the Co-option Vacancy.

9. GRANT APPLICATION – LISKEARD TRADERS ASSOCIATION – to receive an application to extend the hanging baskets coverage in the town centre The Liskeard Traders Association have submitted a bid for grant funding to the Town Council. This was scheduled to go to the 15th November 2016 Finance and General Purposes Committee. However, certain elements of the application required clarification including not least the issue of watering.

The application is attached to the agenda. In brief, the Liskeard Traders Association would like to build upon the success that Liskeard enjoyed in the Caradon in Bloom event this year. They propose extending the area of the town centre in which hanging baskets are also erected into Barras Street to compliment the Fore Street, Pike Street and Baytree Hill displays. This will cover the cost of the brackets and their installation, the cost of planters and the feeding and planting. Further details are attached to the report.

9.1 Watering Issue – It was noted that the application did not include watering and anticipated that it would be possible for the hanging baskets to be watered by the Town Council's watering contractor.

However, the Town Council's current watering contractor is about to retire. He was also the contractor that did some watering for businesses in Fore Street. Contacts made with various small contractors had indicated either an unwillingness to undertake the watering (daily watering required and on hot spells watering is required twice a day) and at significantly increased cost over the current contractor.

9.2 Facilities Committee – has looked at this issue. It has been noted that both Brown's Nurseries and Looe in Bloom recommend a type of hanging basket that has its own internal reservoir included so that via a wick based arrangement the hanging basket only needs to be watered on a weekly rather than a daily basis. It was decided that for the 14 hanging baskets that are provided for our own buildings the Town Council would switch at the earliest opportunity to the new type of baskets. It was noted that the reduction in the frequency of watering would result in the cost of the changeover to the new baskets paying for itself within a year.

9.3 Meetings with the Liskeard Traders Association – Meetings have been held with representatives of the Liskeard Traders Association. This assessed the project that they propose and the issue of watering the hanging baskets once the current contractor has retired.

Following discussion, it was agreed that a proposal would be put to both respective organisations:

- Traders Association would undertake the organisation of the watering for the Traders Association and Town Council and qualifying third party hanging baskets.
- Town Council – would pay a nominal fee for the watering of its hanging baskets.
- Town Council – would purchase an electrically powered bowser watering unit at a cost of £1,680 which would be used by the traders' association until they contractor and volunteers were organised to the point at which the bower could be transferred to them.
- Town Council – would allow bowser to be stored at the Guildhall and water use from Dean Street toilets and investigate appropriate provision at the Guildhall.
- Town Council and Traders Association – would jointly promote the scheme. With an initial letter from the Mayor inviting businesses and organisations to take part and follow up by the representatives of the Traders Association.
- Traders Association – given the need to secure an indication of grant support before the approach to organisations and businesses produced an exact cost for the project, it was decided that the amount of grant requested should an "up to" figure.

- Town Council – should the Town Council approve the grant to the project, the grant be held by the Council and invoices submitted by the Traders Association against that grant up to the total of approved grant.

9.4 Town Clerk's Comments – the Facilities Committee, the Committee Chair and Facilities Manger have looked very carefully at the issue of watering the hanging baskets. The retirement of the current contractor has produced an issue that no watering contractors are prepared to take on the job on a “like for like” basis. The Facilities Committee has decided to mitigate the costs by switching to the new style of hanging baskets for our own buildings.

The meetings with the representatives of the Liskeard Traders Association and project proposers were very productive and offer a way build upon the success of Liskeard in the Caradon in Bloom awards by expanding the hanging basket coverage of the town centre.

The issue of watering hanging baskets in the future was discussed at some length. An initial investment by the Town Council in an electrically powered water bowser and to cover our own hanging baskets the payment of an appropriate to the contractor and volunteers should assist in reducing ongoing costs of the Town Council.

RECOMMENDATIONS: That the application for grant be approved. That the arrangements for future watering outlined above be approved.

10. CAR PARKING CHARGES – to receive and consider a response to the Cornwall Council Consultation – Cornwall Council are consulting on revised car parking charge proposals. A copy of those pages of the consultation relating to Liskeard is attached. In brief the relevant points are below. The consultation closes 16th December 2016. The charges for the main shopping car parks serving the town centre are:

Westbourne	Current	Proposed	Difference
Up to 1 hour	.70p	.80p	+.10p
1 to 2 hours	£1.40	£1.50	+.10p
2 to 3 hours	£3.30	£2.50	-.80p
3 to 4 hours	£4.50	£3.50	-£1.00
Up to 24 hours	£6.00	£5.50	-.50p
4.00 pm – 11.30 pm	None	£1.00 per session	New Charge
Coaches per hour	£1.50	£1.50	Unchanged

Cattle Market	Current	Proposed	Difference
Up to 1 hour	.70p	.80p	+.10p
1 to 2 hours	£1.40	£1.50	+.10p
2 to 3 hours	£3.30	£2.50	-.80p
3 to 4 hours	£4.50	£3.50	-£1.00
Up to 24 hours	£5.10	£5.50	+.40p
4.00 pm – 11.30 pm	None	£1.00 per session	New Charge

Upper Sungirt	Current	Proposed	Difference
Up to 1 hour	.70p	.80p	+.10p
1 to 2 hours	£1.40	£1.50	+.10p
2 to 3 hours	£3.30	£2.50	-.80p

10.1 Proposals – the proposal to reduce the car parking fees of the up to 3 and 4 hours respectively might well assist in encouraging longer visits by residents and visitors to the town centre. However, the proposal to introduce a new charging period after 4.00 p.m. which is currently free might well have drawbacks including constraining the development of a better night time economy. The information was made available at a meeting with representatives of the Liskeard Traders Association on 28th November 2016 to discuss their grant application. Their informal observations were:

10.2 Liskeard Traders Association:

1. The proposal to introduce a new after 4.00 p.m. parking charge would impact upon those people who wait until 4.00 p.m. to use the town centre.
2. Residents of the Town Centre who work elsewhere and return by car currently park their cars in the Cornwall Council car parks after 4.00 p.m. If charges are introduced there is a risk that they will avoid them by parking in the access roads in residential areas instead.

10.3 Facilities and buildings used by the public with limited or no car parking will be affected e.g. Liskerret Centre and Public Hall.

There is clearly the potential to impact adversely on members of the public attending organised events at the Pubic Hall in the late afternoons and evenings. In addition, the Liskerret Centre have been made aware of the consultation proposals and asked if they have many after 4.00 p.m. bookings

Liskerret Centre Response: “Yes, we do. We have bookings most evenings up to 9pm and sometimes beyond. It would also affect groups that time their afternoon

events and activities, for example after 2pm so they only have to pay two hours parking. So, this would have an impact on our users.”

10.4 Town Clerk's Comments – the proposal to reduce charges for up to three hours and up to four might well help to increase the length of stay of shoppers and visitors to the town. However, the proposed introduction of evening charges might well hinder the operation of various facilities accessed by the public such as the Liskerret Centre and including the Town Council's own Public Hall. The development of an early evening economy might also be affected by the introduction of such car parking charges.

RECOMMENDATION: That the Town Council support the proposal to reduce the up to three hours and up to four hours parking charge but indicate that the introduction of a new after 4.00 p.m. charge will have a negative impact.

11. LAND AT EASTERN AVENUE – to receive an update on an issue related to the transfer of land at Eastern Avenue The Town Council has previously agreed to accept the transfer of a piece of land at Eastern Avenue / Springfield Road for use as a general amenity area for the community. The Council had been approached by the landowner Windmill Investments. The company had twice tried and failed to secure planning consent for residential development on the site.

An issue has arisen which is subject to on-going discussions which might mean that a further verbal update may be necessary at the Town Council meeting. However, at the time of writing the unresolved issue which is contained in the attached Coodes letter to the Town Council dated 14th November 2016. In brief, it is:

“My other concern is with the restriction that they are registering on the title to protect the Overage. I previously amended the restriction so that it was any Conveyancer could certify that on a transfer of the property the Transferee has signed a covenant in favour of the Company and therefore the Conveyancer can give the certificate required.

However, if the Certificate has to be signed by the Beneficiary or by the Company then there could be problems if in say 20 years' time you cannot find or locate an Officer of the Company or a successor in title to the benefit of the Overage. In those circumstances, it would make the property impossible to sell as you could not possibly register a restriction at the Land Registry”

It is the intention of the Council to retain the land as an amenity site. However, in the timescales indicated in the letter from Coodes it is possible that a disposal of the site might be considered beneficial in which case following the advice of Coodes and seem prudent.

RECOMMENDATION: That the Council continues to accept the transfer of the land if it can be achieved as per the legal advice.

12. REGALIA AND SILVERWARE REVALUATION – to delegate to the Town Clerk in consultation with the Mayor, authority to accept a quote of up to £2,000 to obtain an updated insurance valuation for the Town Council’s regalia and silverware.

Background – the Council had noted the advice of the Council’s Insurance brokers WPS that the regalia and silverware valuations needed updating as they date from 2007. For insurance purposes, this is adjusted annually, however, the advice is that the baseline figure needs to be fully updated.

WPS supplied names of companies that might undertake this service. Both “Mappins” and “Goldsmiths” indicated that they would want the Town Council to send the regalia and silverware to Birmingham which as Town Clerk and Responsible Financial Officer, I am not prepared to recommend.

Only Bonhams of Exeter have proposed the supply of a suitably qualified expert to come from London and examine the regalia and silverware and provide updated valuations with the accompanying documentation and photographs. This would be at a cost of £2,000. A further company recommended by WPS “Quastels” did not currently have a suitably qualified valuer on their books. However, they have very kindly supplied the national membership list of the association of appropriately qualified valuers. Contact is being made with these valuers in anticipation that other quotes to consider in conjunction with the quote from Bonhams can be obtained.

Town Clerk’s Comments – it is hoped that other quotes can be obtained. It is recommended that up to the value of the £2,000 quote that has been obtained, Council approve delegated authority to the Town Clerk in conjunction with the Mayor, authority to accept a quote. This one-off cost to be taken from the appropriate reserves carried by the Council for such infrequent costs.

RECOMMENDATION: - to delegate to the Town Clerk in consultation with the Mayor, authority to accept a quote of up to £2,000 to obtain an updated insurance valuation for the Town Council’s regalia and silverware.

13. REMEMBRANCE DAY – ROAD CLOSURE APPLICATIONS – to consider whether the Town Council should take on the role of making the road closure application for Remembrance Day Parades

Background: – the Town Council has received a letter from the Royal British Legion which requests that the Town Council take over the role of making application for the road closure notices that are necessary for traffic control during the annual Remembrance Day parades.

Contact with the Police and former Town Clerk Brenda Furse has indicated that the role of making application for the road closure notices falls under the Police. However, owing to a work pressure constraints, when made aware of the Royal British Legion letter, the Police have asked the Town Council to undertake making application for such notices.

Insurance – The advice of the Council's insurance brokers WPS has been sought. Their advice is:

“If the only involvement by Liskeard Town Council is to apply for the road closure for the annual Remembrance Day Parade, then your legal liability for this will be insured at no extra charge. What you must be careful about, however, if taking on more duties for the event or offering to provide insurance, whilst Royal British Legion remain in overall charge.”

Town Clerks Comments – On the basis that the Town Council is only taking on the application for the road closure notices and no additional roles for which we are neither insured nor staffed, I would recommend the Town Council takes on making application for the road closure notice for the annual Remembrance Day parade.

RECOMMENDATION: That the Town Council takes on making application for the road closure notice for the annual Remembrance Day parade, subject to not taking on any other additional roles for which the Town Council are neither insured nor staffed.

14. TOUR OF BRITAIN - to consider a request from Helston Town Council that Liskeard supports a Cornwall bid to host a stage of the Tour of Britain – A letter has been received from Helston Town Council. It is attached to the agenda. In brief, they are asking if there is sufficient interest in Cornwall in trying to get a major cycling event called the Tour of Britain to host a stage in Cornwall.

Initially, the intention is to get an idea as whether any towns would like to get involved. If this comes to fruition it has the potential to generate a work load equivalent to the Man Engine and possibly significant footfall.

RECOMMENDATION: That the Town Council expresses an interest in Liskeard being part of a Tour of Britain.