

LISKEARD TOWN COUNCIL

AT A MEETING of the **COMMUNICATION AND ENGAGEMENT COMMITTEE** held in the Long Room at 7.30 pm on Thursday 1 June 2017 there were present:

Councillor Rachel Brooks – in the chair

Councillors: Anna Clarke, Roger Holmes, Sue Pike, Jan Raines and Susan Shand.

Support Services Manager: Yvette Hayward

Museum Management Team: Gordon Stokes and Hella Tovar

Members of the Public: None

The Chair advised of housekeeping matters.

68/17 ELECTION OF THE CHAIRMAN FOR THE YEAR 2017/2018

Councillor Holmes nominated, Councillor Shand seconded the nomination and the Committee **RESOLVED** that Councillor Brooks was elected Chairman for 2017/2018.

69/17 ELECTION OF THE DEPUTY CHAIRMAN FOR THE YEAR 2017/2018

Councillor Raines nominated, Councillor Clarke seconded the nomination and the Committee **RESOLVED** that Councillor Pike was elected Deputy Chairman for 2017/2018.

70/17 APOLOGIES

The Mayor Councillor Christina Whitty and Councillor Tyler Bennetts

71/17 DECLARATIONS OF INTEREST REGISTERABLE OR NON-REGISTERABLE

None.

72/17 MINUTES OF THE MEETING HELD ON TUESDAY 7 MARCH 2017

The Chair Councillor Brooks proposed, Councillor Holmes seconded and the Committee **RESOLVED** that the Minutes of the meeting held on the 7 March 2017 were adopted as correct.

73/17 SUPPORT SERVICES MANAGER'S REPORT - To receive an update on progress of resolutions from the last meeting of the Communications and Engagement Committee on 7 March 2017

Nothing additional to the written report.

74/17 PUBLIC PARTICIPATION

None.

75/17 BUDGET UPDATE - To receive the updated budget report to 31 March 2017

The format of the budget monitoring information was to be reworked to better reflect the trading position of the TIC. This would be available at the next meeting. It was previously resolved that all underspends for 2016/2017 were to be carried forward.

76/17 COMMITTEE WORK PLAN

- a) To note how the plan fits with the existing overall aims and objectives of the Town Council**
- b) To note the priorities as agreed in January 2017**

Councillor Pike had been working on a Community Emergency Plan, which needed drawing together. This was in line with Aim 8, and a new Objective 5 was added to the Work Plan of 'Develop a Community Emergency Plan for Liskeard'

It was noted that it can be helpful to have an identification badge when working with groups in the community and new badges were to be produced for all Councillors. We need people to know who their Town Councillors are. Councillors' photos should be displayed on the website and at Liskeard Show. We should include biographical information about councillors.

77/17 MUSEUM REPORT

- a. To receive the report from the Museum Management Committee**

The Committee congratulated the museum and thanked the volunteers for another very positive report.

- b. To discuss the best process to establish a permanent museum logo**

A working group was to be established made up of an equal number of Councillors and members of the Museum Management Team. They were to set a brief and invite designers to come forward to work on the logo. It was hoped that involvement with local schools could also be included in the design process. A possible 3 or 4 logos including the existing one, would then be put forward for museum visitors to vote on, along with wider consultation via channels such as the local press and social media.

- c. To consider a payment of £1,340 for the restoration of the Punch Doll**

The Chair Councillor Brooks proposed, Councillor Raines seconded and the Committee **RESOLVED** to agree to the payment of £1,340 from the museum's existing budgets for the restoration of the Punch Doll.

78/17 TIC REPORT - To receive the TIC report

Noted

79/17 EVENTS

a) To note the feedback from the Community Fair and agree any actions for next year

The event has been successfully rebranded over the last two years but more footfall is still required. Rather than being dependant on the activities staged by stall holders, entertainment/activities should be provided. Councillor Clarke will investigate other successful events. External advertising will also be needed. This item is to be tabled on the January 2018 agenda.

b) To receive the list of forthcoming Town Council events and agree any further action needed to prepare for these

- Civic Parade – 11 June – All Councillors to attend
- Liskeard Show – 8 July – Themes for the stand to be ‘Meet your new Councillors’ and Liskeard in Bloom, showcasing Liskeard as a great place to be.
- Pipewell Dressing – 15 July – All to attend if possible to support this new event

80/17 HERITAGE

- Heritage Week 7-10 September**
- Heritage Projects**

The actions of both groups were noted. Membership was open to any Councillors who would like to join.

81/17 LISKEARD COMMUNITY JOURNALISM PROJECT – Project Update – Liskeard Arts and Media Body

The Chair provided an overview on the work of this project to date. Voice Group had just been appointed as the Expert Media Organisation and Tom Butt from RIO as the Project Manager. Both positions had been funded by an Awards for All grant of £10,000. The Town Council’s future contribution to the project will be on the agenda for the next meeting.

82/17 SIGNAGE

- To note the current position**
- To establish a working party**

A working party was established, initially to include Councillors Brooks, Holmes, Pike and Raines.

83/17 CORNISH CHRISTMAS 2017 – To note a bid has been submitted to host this.

The closing date for Expressions of Interests had been extended and therefore our bid will be enhanced in view of further support pledged, and resubmitted.

In the event of Liskeard not being selected there was sufficient enthusiasm among groups in the town to work collaboratively on this that our own event could be staged.

84/17 CORRESPONDANCE

Cormac – Helping you care for your community

A trailer with all the tools needed to clean up an area is available on loan free of charge from Cormac. This could be used by residents to help improve communal spaces. The Town Council would promote this by finding an area with a key person who could get a group together, and offering support. Councillors Clarke, Pike and Shand will commence outline enquiries.

85/17 DATE OF NEXT MEETING

The next meeting of the Communications and Engagement Committee will be on Tuesday 4 July 2017 at 7.30 pm in the Long Room.