

Liskeard Town Council

AT A MEETING of the **TOWN COUNCIL** held in the Public Hall on Tuesday 29 June 2021 at 7.30 p.m. there were included:

The Deputy Mayor – Councillor Christina Whitty – in the chair
Councillors – David Ambler, Rachel Brooks, Kerry Cassidy, Nick Craker, Richard Dorling, Ian Goldsworthy, Annette Lee-Julian, Jane Pascoe, and Julian Smith.
Mayor’s Chaplain – Reverend Andrew Day.
Town Clerk – Steve Vinson
Responsible Financial Officer and Deputy Town Clerk - Yvette Hayward
Facilities Manager – Jacqui Orange

Members of the Public – (Catherine Gaskain - personal assistant accompanying Annette), Lori Reid - (co-option candidate), Lin Moore – (Liskeard Traders Association) and Armand Toms (Cornwall Councillor – Looe East & Deviock).

The Mayor’s Chaplain Reverend Andrew Day was welcomed to the Council. He led the Council and members of the public in prayer and blessings for the town. He indicated that he would be available to support the Council at other times should further pastoral support be needed.

059 / 21 **APOLOGIES** – The Mayor Councillor Simon Cassidy, Councillor Naomi Taylor and Councillor Tony Powell.

060 / 21 **DECLARATIONS OF MEMBERS’ INTERESTS REGISTERABLE AND NON-REGISTERABLE** – None.

061 / 21 **MAYOR’S REMARKS** – “Firstly, please accept my apologies for not being there with you tonight. Unfortunately, as I come to the end of my current job am literally all over the place. I would like to start off by saying Congratulations to Nick Naomi and Julian on their election as chair of our committees. Having worked with them all very closely over the last few years I know they will lead their respective committees well and they will be in safe hands. I’d also like to say Congratulations to Richard and Tony on becoming Vice Chairs. It will certainly be a good experience for Richard and of course Planning is very lucky to have a councillor with Tony’s skills and experience supporting it.

And finally, I’d like to welcome Cllr Lori Read back to Liskeard Town Council – I look forward to listening to her ideas and drawing on her experience in making our town shine. So, what have I been up to since becoming Mayor?

Well I’ve now met with all of our management team to discuss some of the issues they have and look at how we can better support them in their work. I’ve also appointed a mentor to those new councillors who requested one. I will be working with Steve to identify training needs for both our council colleagues and councillors going forward. I also undertook a really useful handover with Rachel.

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I have also spoken with each of the Cornwall Councillors who represent Liskeard and its surrounding area and they have agreed to play a more active role in working with us going forward especially where their divisions deal with issues that affect us all. I have also communicated with the Parish Clerks of our surrounding Parish Councils to build closer ties and hope to meet them all soon.

On 7th June I met with Yvette and Cormac to look at sites to place cycle racks in the town. Huge thanks to the work Cllr Ambler and former Cllr Barlow did around this as Cormac were happy with the proposed sites. Hopefully we should see some progress soon.

On Monday 21st June I attended the inaugural meeting of the Liskeard Redevelopment Working Group with Cllr Taylor - This group replaces the Cattle Market Working group and is led by our Cornwall Councillors. It will look at a broader spectrum of redevelopment in the town rather than just focussing solely on the Cattle Market. First impressions were good, and I look forward to sharing all aspects of progress with you as it develops.

On the morning of the 24th June I presented certificates to attendees of the Active Plus course in the Public Hall with Ch, and in the evening, I helped take the Lights down with Liskeard Lights Up ably assisted by Cllrs Dorling and Whitty.

On Friday 25th I met with representatives of Lyskerrys Youth Club and listened to some of the ideas they have around creating additional support for young people. Am sure we will be hearing about this in more depth soon, but their proposal sounded worthwhile and well researched As I am sure many of you are aware John Lennon who is one of our Burgesses and a real Town Legend is very poorly in hospital – I pray that he makes a good recovery.”

062 / 20 **TO RECEIVE AND ADOPT THE MINUTES OF THE 18TH MAY 2021 COUNCIL MEETING**
– Councillor Lee-Julian proposed, Councillor Dorling seconded and the Council **RESOLVED** to **ADOPT** the minutes of the meeting held on 18th May 2021.

063 / 20 **PUBLIC PARTICIPATION** – Councillor Armand Toms hopes to work closely with other Cornwall Councillors and believes that may be learning points and experiences to share.

064 / 21 **CO-OPTION VACANCIES** - Councillor Dorling proposed, Councillor Craker seconded and the Council **RESOLVED** to **APPROVE** Lori Reid as a co-opted councillor.

065 / 21 **EVENING & NIGHT TIME ECONOMY STREET MARSHALS CONTRACT** – Councillor Craker proposed, Councillor Goldsworthy seconded, and the Council **RESOLVED** to **APPROVE** the tender from Kestrel Guards and confirm the provision of an additional £532 to the Town Council contribution.

066 / 21 **TOWN CLERKS UPDATE** – The Town Clerk updated that the Welcome Back Fund had been launched the previous day. Details had been circulated to all councilors and partners including Liskeard in Bloom and the Liskeard Traders Association. Certain previously discussed ideas such as, new planting and street furniture as well as the street marshals appeared eligible. However, the street marshals’ provision would fall outside the timetabling of the submission of an initial survey of ideas by 9th July 2021, and achieving of an approval. Councillor Smith proposed, Councillor Pascoe seconded and the Council **RESOLVED** to **APPROVE** working with partners on the development of a bid to consider through the Facilities Committee.

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067 / 21 **RFO REPORT** – Noted, in particular, the very positive news regarding the Non-Domestic Rating (Public Lavatories) Act 2021 that means the Town Council will get 100% relief on its three public toilets.

068 / 21 **INTERNAL AUDITORS REPORT** – The RFO and those staff dealing with financial and accounting systems were commended that the Internal Auditor had found no areas of issue or improvement. Councillor Dorling proposed, Councillor Brooks seconded and the Council **RESOLVED** to note the Internal Auditors report.

069 / 21 **ANNUAL GOVERNANCE STATEMENT 2020/2021** –

1. Councillor Craker proposed, Councillor Pascoe seconded and the Council **RESOLVED** that: “We have put in place arrangements for the effective financial management during the year, and for the preparation of the accounting statements.”
2. Councillor Pascoe proposed, Councillor Dorling seconded and the Council **RESOLVED** that: “We maintained an adequate system of internal control including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.”
3. Councillor Brooks proposed, Councillor Dorling seconded and the Council **RESOLVED** that: “We took all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and Proper Practices that could have a significant financial effect on the ability of this authority to conduct its business or manage its finances”.
4. Councillor Smith proposed, Councillor Craker seconded and the Council **RESOLVED** that: “We provided proper opportunity during the year for the exercise of electors rights in accordance with the requirements of the Accounts and Audit Regulations.”
5. Councillor Goldsworthy proposed, Councillor Pascoe seconded and the Council **RESOLVED** that:
“We carried out an assessment of the risks facing this authority and took appropriate steps to manage those risks, including the introduction of internal control and/or external insurance cover were required.”
6. Councillor Craker proposed, Councillor Dorling seconded and the Council **RESOLVED** that: “We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems”.
7. Councillor Goldsworthy proposed, Councillor Pascoe seconded and the Council **RESOLVED** that:
“We took appropriate action in all matters raised in reports from internal and external audit”.
8. Councillor Smith proposed, Councillor Goldsworthy seconded and the Council **RESOLVED** that:
“We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on this authority and, where appropriate, have included them in the accounting statements.”
9. Councillor Brooks proposed, Councillor Dorling seconded and the Council **RESOLVED** that: “In our capacity as the sole managing trustee we discharged our accountability responsibilities for the fund(s)/assets, including financial reporting and, if required, independent examination or audit. “

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070 / 21 **ACCOUNTING STATEMENTS 2020/2021** – Councillor Brooks proposed, Councillor Lee-Julian seconded and the Council **RESOLVED** to **APPROVE** the Accounting Statements 2020/2021.

071 / 21 **BANK MANDATES** – Councillor Dorling proposed, Councillor Kerry Cassidy seconded and the Council **RESOLVED** to approve the current list of signatories as set out in the RFO report for all of the Town Council accounts.

072 / 21 **TRUST REPORT** – Councillor Craker proposed, Councillor Brooks seconded and the Council **RESOLVED** that the former Mayor Councillor Brooks, be removed as a signatory to the accounts, and to approve the current Mayor Councillor Simon Cassidy as a new signatory on the accounts. The current signatories for the Philip Blamey Trust, Eva Bowles Memorial and King George V Thorn Park trust will now be the Town Clerk, Stephen Vinson and the Mayor, Simon Cassidy.

073 / 21 **BUDGET MONITORING TO 31 MAY 2021** – a. 31st May 2021 Budget Monitoring - Councillor Lee-Julian proposed, Councillor Ambler seconded and the Council **RESOLVED** to accept the budget monitoring report. b. Elections Reserve – Councillor Goldsworthy proposed, Council Ambler seconded and the Council **RESOLVED** that £10,000 be retained as the Elections Reserve with the balance transferred into the general reserve.

074 / 21 **SCHEDULE OF PAYMENTS** – A note was requested on the public toilets water rates. Councillor Craker proposed, Councillor Ambler seconded and the Council **RESOLVED** to approve the Schedule of Payments.

075 / 21 **ACTIVE TRAVEL** – Councilor Brooks proposed, Councillor Craker seconded and the Council **RESOLVED** to appoint SUSTRANS as the contractor.

076 / 21 **COMMITTEE MEETINGS – MINUTES**

- a) Councillor Pascoe proposed, Councillor Smith seconded and the Council **RESOLVED** to note the minutes and ratify the decisions of the Planning Committee held on the 26th April 2021.
- b) Councillor Pascoe proposed, Councillor Smith seconded and the Council **RESOLVED** to note the minutes and ratify the decisions of the Planning Committee held on 25th May 2021.
- c) Councillor Pascoe proposed, Councillor Smith seconded and the Council **RESOLVED** to note the minutes and ratify the decisions of the Planning Committee held on 14th June 2021.
- d) Councillor Smith proposed, Councillor Goldsworthy seconded and the Council **RESOLVED** to note the minutes of the Facilities Committee held on the 16th June 2021.
- e) Councillor Craker proposed, Councilor Dorling seconded and the Council **RESOLVED** to note the minutes of the Communications & Engagement Committee held on 23rd June 2021.

077 / 21 **FINANCE, ECONOMIC DEVELOPMENT AND GENERAL PURPOSES COMMITTEE** – Councillor Ambler proposed, Councillor Smith seconded and the Council **RESOLVED** to resume meetings of the Finance, Economic Development and General Purposes Committee.

078 / 21 **COMMITTEE MEMBERSHIPS** – Councillor Dorling proposed, Councillor Smith seconded and the Council **RESOLVED** to approve the following additions to committee membership - Councillor Annette Lee-Julian (Communications & Engagement), Councillor Richard Dorling (Communications & Engagement) and Councillor Lori Reid (Planning and Facilities).

079 / 21 **UNIT 2 – THE GUILDHALL** – Councillor Smith proposed, Councillor Goldsworthy seconded and the Council **RESOLVED** to grant a new lease to PH Fish Services Ltd.

080 / 21 **WEED TREATMENT REVIEW** – Councillor Dorling proposed, Councillor Brooks seconded and the Council **RESOLVED** to support the principal of a Herbicide Free Trial. To speak to the weed treatment contractor who is due to commence work shortly, to schedule this street last. To liaise with the residents of the street in question to explain the concept and seek views.

081 / 21 **CODE OF CONDUCT UPDDATE 2021** – Councillor Goldsworthy proposed, Councillor Ambler seconded and the Council **RESOLVED** to adopt the Code of Conduct 2021.

082 /21 **CORNWALL COUNCILLOR UPDATES** -

Jane Pascoe – Cornwall Councillor - Liskeard South & Dobwalls – Update

- Cornwall Council - Liskeard – Looe Community Network Panel – Jane has been elected as the Chair of the Panel with Armand Toms as the Vice Chair.
- Janes’ new Cornwall Council ward area is considerably larger than previously literally extending almost to the town of Looe (whilst Armand Toms’ Cornwall Council ward - Looe East and Deviock extends almost to the Liskeard town boundary).
- New Waste Transfer Proposals for Cannon Bridge mean that many residents of that area are unhappy about the increased number of vehicle movements permitted.
- Active Travel Bid – it would benefit Castle Street to have it made one of the 20 mph speed limit areas in town.

Nick Craker – Cornwall Councillor – Liskeard Central - Update

- Lots of casework had come in, particularly in my new division. Antisocial behaviour in the town centre was causing problems for local residents.
- Have had residents *raised* concerns about speeding and poor parking on the Peppers Park estate that I was raising with Highways.
- Cornwall Council were reviewing the Community Network Panels Highway Budget, I thought it worked well in Liskeard Looe CNA but not everywhere felt the same. When we knew what provision would be in place for local highway schemes I would want to work with the Town Councillors to identify areas for inclusion for upgrades. We could also look at the Active Travel feasibility work too.

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- At County Hall I am serving on the Appeals Committee and East Cornwall Planning Committee where I have been elected Chairman. I am also a substitute on Children and Families, Constitution and Governance and Strategic Planning.
- Covid-19 vaccination programme going well, but I have spoken to the new Portfolio Holder for Public health about the lack of any vaccination centre in SE Cornwall; alternatives are Plymouth or Wadebridge. NHS looking at an alternative site in SE Cornwall to mop up those now yet vaccinated.
- Cllr Pascoe and I had set up a new working group to look at bringing projects identified in the Neighbourhood Plan forward, the new group has very good representation from the Town Council and Cornwall Council.

083 / 21 **CORNWALL COUNCIL PLANNING DECISIONS** – Noted

084 / 21 **CORRESPONDENCE** – None

085 / 21 **DATE OF NEXT MEETING** – 15th July 2021 at 7.30 pm Special Council (post meeting note – likely to be postponed.)