

Liskeard Town Council

AT A SPECIAL MEETING of the **TOWN COUNCIL** held in the Public Hall on Tuesday 29 March 2022 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, Rob Frost, Ian Goldsworthy, Jane Pascoe, Julian Smith and Naomi Taylor.

Town Clerk – Steve Vinson

Responsible Financial Officer / Deputy Town Clerk – Yvette Hayward

Mayor's Chaplain – Reverend Andrew Day

Members of the Public – Judith Hann (Cornwall Council (CDC) – Programme Manager Community Lead Local Development CLLD). Dr. Jo Buchanan (Committee Member – ICOMOS-UK International NGO advising UNESCO (see agenda item 7.b.) – 8 other members of the public who did not leave their details.

The Mayor's Chaplain gave his reflections and then lead the Town Council and members of the public in prayers.

449 / 21 **APOLOGIES** – The Mayor Councillor Simon Cassidy and Councillors Annette Lee-Julian, Tony Powell and Lori Reid.

450 / 21 **DECLARATIONS OF MEMBERS' INTERESTS REGISTERABLE AND NON-REGISTERABLE** – None.

451 / 21 **DEPUTY MAYOR'S REMARKS** – The Deputy Mayor made the following observation:

- Welcome Back Day Event - Saturday 26th March 2022 – was very well supported by local people and visitors. Company B were performing on the Parade and additional areas of the town had been given planters which created a positive impression of the town. She thanked Lin Moore of the Liskeard Traders Association for helping to organize the event which the Town Council had helped to fund. She asked for a letter of thanks to be written to Lin Moore. She also thanked Councillor Richard Dorling for helping with the traffic management.
- Church Service – Sunday 10th April 2022 – the Deputy Mayor invited councillors to assemble in the Mayors' Parlour from 10.45 am to go over a group from the start of the service at 11.00 am.

452 / 21 **PUBLIC PARTICIPATION** –

Judith Hann (Cornwall Council (CDC) – Programme Manager - Community Lead Local Development (CLLD) – noted that information had been sent through since the last meeting which had been included in the Clerk's Report and answered some of the questions that had been raised by Councillors. In addition, the following questions were asked and answers given:

Value For Money – Container Based Units – the CLLD programme had itself considered the value for money of container-based unit provision and supplied their cost modelling which had been included in the report. On the question of value for money, the project was considered to score sufficiently well for it to be strongly supported by the Local Area Action Group.

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Letter of Variation – the formal letter offering the increased grant and increased rate of intervention has been sent by the Community Lead Local Development (CLLD) programme and received by the Town Council.

Risk Management – the Community Lead Local Development (CLLD) had considered the risk to the project and supported its approval. All projects are supported with monthly Teams catch up meetings with regards issues. This project of also of sufficient scale relative to the overall programme to be more actively supported should that be necessary.

Questions and Answers and Observations

Q. Unforeseen Costs – Should there be unforeseen costs would the Community Lead Local Development (CLLD) programme assist? A. The local South and East Cornwall board does have approximately £100,000 of uncommitted European Regional Development Fund (ERDF) monies left for eligible costs. Two small project applications have been received. The programme management would wish to ensure that any underspends within the Cattle Market Makers project itself would be vired across within the project. Noting that the project has run late and been modified: e.g. the staff being employed and based in the Council offices.

Q. Contractor Failure – in the event of contractor failure would the running of a second tender process be considered an eligible cost for the CLLD to fund? A. Should there be contractor failure it is more likely the Town Council would seek to reallocate the contract through the Small Tender process.

453 / 21 **MAYOR AND DEPUTY MAYOR - ELECTIONS 2022/2023** – to confirm the deadline for the completion of nomination papers as noon Wednesday 13th April 2022 and 19th April 2022 Council as the Council meeting at which any vote would be take place should a number of nominations be received.

Confirmed.

454 / 21 **QUORACY – PLANNING COMMITTEE MEETINGS – STANDING ORDERS (3.v.i.)** – Following consideration and discussion of the issue Councillor Smith proposed, Councillor Pascoe seconded and the Council **RESOLVED** to permit the Planning Committee Quoracy figure to be 4 for a period of 6 months and to ask Councillors to undertake planning training.

455 / 21 **GRANT APPLICATIONS A). LISKEARD BRIDGE CLUB – B). ICOMOS-UK**

- a. **Liskeard Bridge Club** Following consideration of the application, Councillor Taylor proposed, Councillor Pascoe seconded and the Council **RESOLVED** to approve a grant of £2,000 to the Liskeard Bridge Club towards the purchase costs of an air purifier.
- b. **ICOMOS-UK** – Councillor Brooks proposed, Councillor K Cassidy seconded and the Council **RESOLVED** to support the cost of the event in Liskeard to the value of £311.

456 / 21 **CATTLE MARKET MAKERS PROJECT (CMM) COMMUNITY LEAD LOCAL DEVELOPMENT (CLLD)** – To receive the consultants’ report on the Inception meeting with the preferred bidder including the NEC4 contract (8a., b.i, and 8.c. see attached in PARTII) documents arising for Council to approve.

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Provisional Sum – Good progress had been made in reducing the various items in the Risk Allowance (8.b.i) from the initial £61,000 identified by our consultants to just £10,000 which was for utilities, which we anticipated would be more than covered by savings in the overall ERDF project approval. However, it was noted that the consultant was still advising that a general provisional sum for items that had not been anticipated and might occur was set-aside even though it might not to be drawn down. An amount of 5% of the contract sum was indicated.

Site Contamination – In response to a question regarding this being a potential issue. It was noted that a contamination survey had been carried out as part of the process of obtaining planning consent for the development.

7.5 % Provisional Sum – to guard against a larger unforeseen potential issue should a provisional sum of say 7.5% be considered. It was noted that 5% was an industry standard for provisional sums. It was recommended that the issue of the provisional sum be looked at in the next month or so.

Item 8.b Acceptance of Consultants Recommendation – Letting the Contract - Following consideration Councillor Dorling proposed, Councillor Taylor seconded and the Council **RESOLVED** to let the contract to provide the container based units to the preferred supplier as set out in the NEC4 contract document.

Item 8.e VAT - To resolve to opt to tax – Councillor Goldsworthy proposed, Councillor Brooks seconded and the Council **RESOLVED** to opt to tax on the Cattle Market Makers project facility on part of the Liskeard Cattle Market (Landlord’s title number CL222566).

Item 8.f Finalised Costs of the Services to be provided by our consultants (see attached 8.f.i.) – Councillor Goldsworthy proposed, Councillor Dorling seconded and the Council **RESOLVED** to approve the last 3 items on the consultant services quote as the consultant will manage the contract.

Item 8.i Draft Head of Terms – Noting that this was a temporary measure to enable the contractor to access the site, in advance, of the receipt and approval of the lease by the Town Council, Councillor Dorling proposed, Councillor K Cassidy seconded and the Council **RESOLVED** to approve the Heads of Terms (pending the approval of the lease).

457 / 21 **PAYMENTS SCHEDULE** – Councillor Dorling proposed, Councillor Smith seconded and the Council **RESOLVED** to **APPROVE** the Payments Schedule.

458 / 21 **CORRESPONDENCE** – The Town Clerk reported that the Federation of Small Business (FSB) South West Regional branch has produced a best practice paper. This includes Liskeard as an example including the joint working between the Town Council and Cornwall Council on the regeneration of the former cattle market including the Memorandum of Understanding and also pointing to the Cattle Market Makers project use of the website and social media promotion and engagement. There is an online best practice event on 25th April 2022.

459 / 21 **DATE OF THE NEXT MEETING** – 19th April 2022 at 7.30 pm