

LISKEARD TOWN COUNCIL

AT A MEETING of the **COMMUNICATIONS AND ENGAGEMENT COMMITTEE** held in the Long Room at 7.30 pm on Tuesday 9 January 2018 there were present:

Councillor Rachel Brooks – in the chair

Councillors (committee): Christina Whitty, Tyler Bennetts, David Ambler, Anna Clarke, Roger Holmes, Sue Pike, Susan Shand

Also in attendance: Councillors Sally Hawken and Julian Smith

Support Services Manager: Yvette Hayward

Museum Management Team: Jayne Buchanan

David Read (Cornwall Council) and Laura Smith (Volunteer Cornwall)

Residents: Sandra Mitchell and Malcolm Mort

David Whittley (Mural artist)

The Chair advised of housekeeping matters and reminded all that the meeting would be recorded.

440/17 APOLOGIES

Councillors Naomi Taylor and Jane Pascoe

441/17 DECLARATIONS OF INTEREST REGISTERABLE OR NON-REGISTERABLE

None.

442/17 MINUTES OF THE MEETING HELD ON TUESDAY 7 NOVEMBER 2017

Councillor Clarke proposed, Councillor Holmes seconded, and the Committee **RESOLVED** that the Minutes of the meeting held on the 7 November 2017 were adopted as correct.

443/17 PUBLIC PARTICIPATION

Malcolm Mort and David Whittley spoke about repairs and repainting required on the Caradoc mural in Pigmeadow Lane and the teddy bear one in Westbourne car park. Both had been involved in the original painting of the murals, which was done to tackle problems with graffiti in the 1990s by developing a sense of community and 'pride in my patch'. The murals were originally painted in 2000, and renovation and repainting were carried out in 2008. They are now again in need of attention.

David Whittley, the original mural artist advised that as the wall on which the Caradoc mural is painted is made of mixed materials and south facing it is more prone to deterioration. He recommended lead flashing was introduced under the coping stones to extend the lifespan of the work. This would need to be done by another contractor. Following this, the cost of patching and repainting, together with scaffolding, ladders, paint etc would cost approximately £3,000 and should be

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carried out during the summer months.

Asked if the mural could be painted on some other material and attached to the wall it was advised that this was not practical. Asked about the lifespan of new works, this was expected to be about 10 years.

The teddy bear mural depicts bears dressed in local school uniforms, however these have changed and the mural needs updating and damaged areas repainting. No other repairs are needed. Plymouth Art College are interested in carrying this out, and the cost is expected to be approximately £200. They hoped to seek assistance with this from the Liskeard Town Forum.

444/17 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 November 2017

Nothing to add to the written report

445/17 TRANSFORMATION CHALLENGE AWARD (TCA) - To receive a presentation from David Read and Laura Smith on the TCA project and input ideas

The project aimed to identify what resources are currently available within the public, voluntary and community sector and to assess how to make the best use of these resources to improve the health and wellbeing of individuals most in need.

David advised it was important to note this was a pilot project, trying to prove ideas which may then work in other places. Funding ends in July 2018, but as part of the project and its exit strategy it will also seek funding to take some of the ideas forward in this area. Liskeard had been chosen because there was so much going on here. A 6-month report on progress is due this month.

Volunteer Cornwall are involved in identifying and linking existing volunteers. Cornwall Council have now given all their employees two paid days per year for volunteering activity, coordinated by Volunteer Cornwall, arranging groups to volunteer on renovation projects etc.

Suggestions put forward were succession training for volunteer groups, time banking, and learning how to further collaborate in the town.

David will come back and present on progress at a later stage, probably in July.

Councillor Whitty left the meeting at 8.10pm

446/17 MUSEUM REPORT

Gordon Stokes had resigned from the Museum Management Team. The committee expressed their thanks for all the work Gordon has done to contribute to the museum's success. The Mayor will present a certificate of appreciation.

a. To receive the report from the Museum Management Team (MMT) and note the date of the museum opening – Monday 12 February

This is to be a 'soft' opening, with a grand opening party and major publicity at Easter for the launch of the new augmented reality installations. Phil Chapman is currently working on these with Studio Wallop, and there are expected to be about 10 points in the museum.

Volunteer numbers have fallen, and these need to be grown.

b. To receive the museum budget report to 30 November 2017

Jayne advised that a new volunteer expenses policy was to be introduced capping the amount claimable per journey, and hoping to attract more local volunteers.

Little had been spent for Conservation/Collection Care this year, as the cost of attention to the items identified in need was much more than had been budgeted. A larger budget had therefore been proposed for this item next year to facilitate these works going ahead.

A further £9,000 is due to be spent from reserves on the new cabinet and augmented reality before the financial year end, which is not currently reflected in the forecast out turn figures. Further large spends not reflected will take place on Exhibitions/Displays and Advertising/Marketing.

To reduce costs going forward the new medical exhibition will run for 2 years, and the mining exhibition will only require small changes at the end of the year.

c. To agree a new paid temporary position at the museum

After discussion it was agreed that it would be best for a new paid role to be as a coordinator and for three days a week. It was felt that the line management should be via the Town Clerk but the key relationships and day to day working would be with museum volunteers and this should be reflected in the job description. The Museum Management Committee would discuss this further on 11 January.

Councillor Brooks proposed, Councillor Pike seconded, and the Committee **RESOLVED** to **RECOMMEND** that the council in collaboration with the MMT employ a museum coordinator on SCP 22 for 18 hours per week.

447/17 HERITAGE - To receive an update on progress towards a Heritage and Cultural strategy

A meeting had taken place earlier in the day with Tamsin Daniel (Cornwall Council), Emmie Kell (Cornwall Museums Partnership) and representatives from the Town Council, museum, World Heritage Site, Liskerrett Centre, RIO and Cornwall 365. Some monies have already been secured, and it was agreed they would assist us in seeking funding for a year of activities, from which we could engage, learn, and provide evidence to commission the strategy writing.

448/17 TOURIST INFORMATION CENTRE (TIC) REPORT - To receive the TIC report

The report was noted.

449/17 EVENTS

a. Community Fair – to discuss arrangements including how to boost attendance with more activities and wider publicity

Various ideas were discussed. A working group will be set up to include Councillors Whitty, Ambler, Bennetts, Brooks and Clarke. Laura Smith will also work with the group.

b. To consider a date and format for the Annual Town meeting

A discussion took place around combining the meeting with a community awards presentation, celebrating and thanking local people who have supported the community in the last year. An appropriate date and time at the end of April will be discussed with the Mayor.

Councillors Whitty, Clarke, Holmes, Pike and Shand will take this forward.

c. Liskeard Unlocked 2018 – To set up a working group to commence planning

Councillors Whitty, Brooks, Holmes, Pike and Shand will take this forward, along with other local organisations.

450/17 SIGNAGE – To receive the notes from the working group and note the date of the next meeting – 22 January 2018

Noted – others are welcome to join the group.

451/17 MURALS

a) To receive a report on the need for repair and repainting of town centre murals

The Facilities committee reported that they were unlikely to be able to contribute to this from next year's budget due to economies in this area.

This committee is proposing a budget for the 2018/2019 financial year of £2,000 to include all Town Centre Signs and Murals.

b) To receive an update on early plans for a mural featuring Emily Hobhouse

The next meeting of the group working on this project is Monday 15 January. Councillor Hawken indicated she would look favourably on an application to her Cornwall Council Community Chest Fund linked to Crowd Funder around murals.

This sort of thing might catch people's imagination, and draw business sponsorship, or a donation for a chosen person to feature in the mural.

452/17 LISKEARD ARTS AND MEDIA BODY (LAMB) - To receive an update on the project

Included in Support Services Manager's report

453/17 COMMUNITY EMERGENCY PLAN - To note the receipt of the initial £100 grant and the date of the next meeting on Wednesday 17 January 2018

Noted – Councillor Pike will be discussing the plan with the community at the Liskeard Town Forum meeting tomorrow evening.

454/17 TOWN MARKETING STRATEGY – To receive an update on initial work to attract inward business investment

Notes were circulated from an information gathering meeting which took place with local businesses and organisations on 18 December.

Councillors Ambler, Brooks, Clarke and Smith will take this forward.

455/17 BUDGET SETTING

a) **To receive the budget report to 30 November 2017**

Noted

b) **To agree 2018/2019 budgets for the Museum and Communications and Engagement committee to be recommended to the Finance and General Purposes committee**

It was agreed that £4,000 would be put in the budget for newsletters for 2018/19 but not specifically committed to LAMB at this stage.

Councillor Brooks proposed, Councillor Bennetts seconded, and the Committee **RESOLVED** to carry forward underspends on the 2017/2018 budget for Marketing and Consultation, Newsletter, Town Centre Maps & Leaflets, Brown Signs, Heritage Projects and Trailer (for disposal costs) into nominated reserves.

Councillor Brooks proposed, Councillor Clarke seconded, and the Committee **RESOLVED** to **RECOMMEND** the draft Communications and Engagement budget.

Councillor Brooks proposed, Councillor Holmes seconded, and the Committee **RESOLVED** to **RECOMMEND** the draft museum grant budget, with the inclusion of a museum coordinator on SCP 22 for 18 hours per week.

456/17 CORRESPONDENCE

None

457/17 DATE OF NEXT MEETING

The next meeting of the Communications and Engagement Committee will be on Tuesday 6 March 2018 at 7.30 pm in the Long Room.