

## **LISKEARD TOWN COUNCIL**

**AT a MEETING of the FINANCE, ECONOMIC DEVELOPMENT AND GENERAL PURPOSES COMMITTEE** held in the Council Chamber on Tuesday 22<sup>nd</sup> January 2019 at 7.00 p.m. there were present:

The Mayor – Councillor Christina Whitty – in the Chair.

The Deputy Mayor – Councillor David Ambler.

Councillors – Rachel Brooks, Simon Cassidy, Ian Goldsworthy, Sally Hawken, Tony Powell and Julian Smith.

Members of the Public – Jane Milligan (Liskeard Job Centre Plus) – Julian Morris (Sector Inspector Devon and Cornwall Police) – Giles Vicat (ACAS) – Lorraine Clark (Echo Cornwall). Stuart Houghton and Martin Symonds (Liskeard Lions). Ron Greenoff.

Town Clerk/RFO – Stephen Vinson

The Mayor advised the meeting of Housekeeping matters.

**378/18 APOLOGIES** – Councillors Jane Pascoe and Sandra Mitchell.

**379/18 DECLARATIONS OF INTERESTS, REGISTERABLE AND NON REGISTERABLE** – The Deputy Mayor a non-registerable interest in Agenda Item 18, Councillor Brooks in Agenda 14 payment 449 and Councillor Cassidy a non-registerable interest in Agenda Item 19.

**380/18 TO RECEIVE AND ADOPT THE MINUTES OF THE MEETING OF THE FINANCE, ECONOMIC DEVELOPMENT AND GENERAL PURPOSES COMMITTEE HELD ON TUESDAY 22 JANUARY 2019** – The Mayor proposed, Councillor Brooks seconded and the Committee **APPROVED** the Minutes of the meeting held on Tuesday 27<sup>th</sup> November 2018.

**381/18 PUBLIC PARTICIPATION - A** – Stuart Houghton – (Liskeard Lions)

- The Lions had tried to reduce costs by the use of minibuses rather than taxis.
- £2,040 was raised through the sale of space in the programmes and collection buckets at the event.
- The shortfall for the event is still about £900.
- The Lions undertake other funding raising for good causes and gave £7,000 in grants last year.

**381/18 PUBLIC PARTICIPATION - B** - Jane Milligan (Liskeard Job Centre Plus) – Julian Morris (Sector Inspector Devon and Cornwall Police) – Giles Vicat (ACAS) – Lorraine Clark (Echo Cornwall). A presentation was given on the “Dementia Friendly” and “Disability Confident” initiative of the Government of assist in the achievement of the Equalities Act 2010. The key points were:

- 1 in 3 people in England of working age have at least one long term health condition. The purchasing value of these 11 million people is referred to as “The Purple Pound”.
- 1 in 3 employees with a long-term health condition have not discussed it with their employer.
- Public Sector Equality Duty – requires public bodies to eliminate unlawful discrimination and to advance equality of opportunity and good relations.
- There is no cost to joining the “Disability Confident” scheme which will provide support.
- There are 3 levels to the scheme – DC Committed, DC Employer and DC Leader.

The Mayor thanked the visitors for their presentations which would be discussed later in the meeting.

**382/18 TOWN CLERK’S REPORT** – Minute 317/18 Freedom of the Town – 6<sup>th</sup> Rifles – Noted that the correspondence had been sent.

**383/18 BUDGET** – Draft Budgets 2019/2020 – following extensive discussion, Councillor Goldsworthy proposed, Councillor Powell seconded and the Committee **RESOLVED** to recommend to Council to postpone the creation of an Economic Development officer post. This will enable the Council to assess:

- the focus and impact of the new Cornwall Council Project Manager post,
- the evolution of related capital projects (such as the cattle market)
- the development of the work programme of the proposed Economic Development officer post.

The changes to the Finance, Economic Development & General Purposes Committee budget and subsequent sections of the reports at Agenda Item 9 and Agenda Item 10 being:

- £30,000 Economic Development officer post – remove from the budget and all gross spend figures relating to the budget setting.
- -£10,000 to retain in the Neighbourhood Plan Future Projects Reserve.
- -£17,000 to retain in the CCTV Reserve.

**384/18 GRANT APPLICATIONS** – Liskeard Lions. Following discussion, Councillor Smith proposed, Councillor Brooks seconded, and the Committee **RESOLVED** to award a grant of £600.

**385/18 FINANCE, ECONOMIC DEVELOPMENT & GENERAL PURPOSES COMMITTEE BUDGET SETTING 2019/2020 (See attached EXCEL spreadsheet FED&GP22Jan2019)** – to consider and approve the draft Finance, Economic Development & General Purposes Committee budget 2019/2020.

Councillor Brooks proposed, Councillor Powell seconded, and the Committee **RESOLVED** to approve the draft budgets as presented, subject to the amendments outlined at Minute 383/18 above.

**386/18 BUDGET AND PRECEPT SETTING 2019/2020** – a). to consider and recommend to Council the setting of a budget for the 2019/2020 financial year. b). to consider and recommend to Council the setting of a precept for the 2019/2020 financial year.

Minute 383/18 above having produced a reduction in the gross spend budget by £30,000 to £561,816 – Councillor Smith proposed, Councillor Cassidy seconded and the Committee **RESOLVED** to recommend to Council that it sets a budget of £561,816 and a precept of £438,960.

**387/18 DEMENTIA FRIENDLY AND DISABILITY CONFIDENT** - to consider the presentation and whether to recommend that the Council adopts further measures that support the Dementia Friendly and Disability Confident initiative.

Councillor Brooks proposed and the Committee agreed, that there should be a specific inclusion of autism, and that the Council should indicate in principal support and ask for further information on the 3 levels of the Disability Confident scheme, most particularly in relation to the costs to the Council of achieving each level.

**388/18 ACCOUNTING AND PAYROLL SOFTWARE** – Following confirmation that several staff would be trained to allow for sickness coverage and that the spreadsheets could be modified to include future years spend. Councillor Smith proposed, Councillor Cassidy seconded and the Committee **RESOLVED** to purchase the RBS Rialtas accounting package which should recover its costs within 4 years. Following consideration of the efficiency savings in outsourcing payroll and noting that the current contract ran until September the Deputy Mayor proposed, Councillors Smith seconded and the Committee **RESOLVED** to defer consideration of the payroll software.

**389/18 NORTH WARD – VACANCY** - to approve a timetable to fill the vacancy by co-option. Subject to revising the date for a special Council meeting, should it prove necessary to hold one, to Monday 25<sup>th</sup> February 2019 at 7.30 p.m.

It was agreed:

- 25th January 2019 place an advert in the Cornish Times, on the Council's website, public noticeboards, in the office windows and promote the vacancy on social media. Ask the public to complete an Application for a Co-option Vacancy.
- 14th February 2019 noon – deadline for receipt of completed application forms.
- 25th February 2019 Special Council if necessary – at 7.30 p.m.
- 26th February 2019 Bring forward start time of scheduled Council meeting to 7.00 pm if necessary.

**390/18 PAYMENTS SCHEDULE** – The Mayor proposed, Councillor Cassidy seconded, and the Committee **RESOLVED** to approve the payments schedule.

**391/18 CORRESPONDENCE** – 12th December 2018 John Lennon – Liskeard Lights Up Committee. Letter of thanks to the Council for its financial support and the support of Council personnel. Councillor Cassidy proposed to formally thank Councillor Brooks for working very hard at a difficult time financially and Councillor Brooks thanked Councillor Cassidy for his involvement.

8th January 2019 Amy Bender – Lyskerrys Youth Group activities and funding application report. – It was noted that they were reducing costs, such as, by the reduction of the number of evenings that the service was being delivered. It was noted that they had missed a deadline in submitting an application for grant. Further information on succession planning was being sought.

**392/18 DATE OF THE NEXT MEETING** - Tuesday 19 March 2019

The Deputy Mayor proposed, the Mayor seconded and the Committee **RESOLVED** to move into PART II

**393/18 PART II - PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960**  
Pursuant to Section 1(2) of the Public Bodies (admission to meetings) Act 1960 and having regard to the confidential nature of the business to be discussed, the Press and Public be excluded from the meeting for the following items of Business:

**Agenda Item 18. Unit 3, Guildhall - to approve new terms and the issue of a new lease to a new tenant.**

**Agenda Item 19. Sports Pitch Land - Agents Advice – to receive advice from the agent and approve next steps.**

**Agenda Item 20. Internal Auditor and Ellis Whittam – to approve the recommendation of the Internal Auditor and receive the advice of Ellis Whittam and resolve the next steps.**

**394/18** – The Deputy Mayor proposed, Councillor Brooks seconded and the Committee **RESOLVED** to adopt the resolutions made in **PARTII** as set out below.

Unit 3, Guildhall – a) That the rent for Unit 3 is approved as £3,549 per annum.  
b) That the lease is offered to the new tenant as set out in the report – This for reasons of commercial confidence can not presently be put in PARTI.

Sports Pitch Land – That the instructions to the agent be amended, in respect of the approach to the owner of field 5 from to negotiate a “license” to a “freehold purchase” valuation.

Internal Auditor and Ellis Whittam – That from the advice given by Ellis Whittam the ‘informal route’ be approved.

That the new job description for the TC be brought back to the Council in February.

That Item 4, page 6 the Support Services Admin Assistant job title is reviewed to reflect the loss of the Support Service Manager.

**Internal Auditors recommendation**

- 1). Approved.
- 2). Deferred.
- 3). Approved Option b.
- 4). Approved.
5. Approved Option b.
- 6). Approved.
- 7). Approved.

It was noted the Deputy Mayor had not been present during Agenda Item 18.  
Councillor Cassidy had not been present during Agenda Item 19.