

## **LISKEARD TOWN COUNCIL**

**AT a MEETING of the FINANCE AND GENERAL PURPOSES COMMITTEE** held in the Long Room on Tuesday 20 March 2018 at 7.30 p.m. there were present:

The Mayor – Councillor Christina Whitty – in the Chair

Councillors – David Ambler, Rachel Brooks, Ian Goldsworthy, Sally Hawken, Jane Pascoe, Sue Pike, and Julian Smith.

Members of the Public – Emily Foulkes (Cymaz Music), Linda Trevethan (Cymaz Music) and Trevor Newbury (Liskeard Branch of the Royal British Legion).

The Mayor advised the meeting of Housekeeping matters

**582/17 APOLOGIES** - Councillor Powell.

**583/17 DECLARATIONS OF INTERESTS, REGISTERABLE AND NON REGISTERABLE** - Mayor Agenda Item 7. Councillor Goldsworthy Agenda Items 11 and 12. Councillor Ambler in Agenda Items 7, 9 (possible interest), 11 and Pc Kernow D/D on the Schedule of Payments Agenda item 15.

**584/17 TO RECEIVE AND ADOPT THE MINUTES OF THE MEETING OF THE FINANCE AND GENERAL PURPOSES COMMITTEE HELD ON TUESDAY 23 JANUARY 2018** - Subject to one change, the Mayor proposed, Councillor Ambler seconded and the Committee **APPROVED** the Minutes of the meeting held on Tuesday 23 January 2018.

**585/17 PUBLIC PARTICIPATION** – Emily Foulkes (Cymaz Music) presented information relating to the project and the application for funding. Key points were:

- There were cost savings to the NHS in reducing ongoing medical costs. Active efforts were being made to record this benefit with a view to approaching the NHS to establish a more sustainable funding stream.
- The project was best located in a medical facility such as the hospital or doctors' surgery. However, approaches had not been successful.
- Linda Trevethan reported that as a patient with breathing difficulties, she significant recorded improvements in her lung capacity and mobility since taking part in Cymaz Music sessions.

Trevor Newbury – (Liskeard branch of the Royal British Legion) informed the committee that an event was being held at the Menin Gate, Belgium to mark the ending of the First World War and the 90<sup>th</sup> anniversary of the commencement of post war commemorations. 1,400 Royal British Legion branches would represent their respective towns in a widely televised event. Liskeard branch of the Royal British Legion were holding a drumhead service on 1 July 2018 from 2.00 p.m. – 3.00 p.m. in Westbourne Gardens. Local organisations and the public were invited.

**586/17 TOWN CLERK'S REPORT** – It was clarified that based upon the findings of the research, the C&E committee would be making recommendations to the F& GP committee on a range of options.

**587/17 BUDGET** – The Town Clerk reminded Councillors of the prior circulation of information relating to the need to rapidly progress work on the public hearing of the Neighbourhood Plan. This was being held on 26<sup>th</sup> March 2018. The Chair of the Neighbourhood Plan was recommending that the current arrangement for support be extended by 3 days at a daily rate of £350. Only 15%, of the current budget had been spent. If approved by committee, the extra £1,050 spend would only increase the year end spend to 28%. Councillor Pascoe proposed, Councillor Brooks seconded and the Committee **RESOLVED** to approve the additional expenditure.

**588/17 GRANT APPLICATIONS – A) CYMAZ MUSIC – B) LISKEARD BRANCH OF THE ROYAL BRITISH LEGION** - a). Cymaz Music. Following discussion, it was confirmed that a letter of support from the Town Council be written stressing the health and wellbeing benefits to individuals and the financial and time savings to the NHS of supporting the project, Councillor Ambler proposed, Councillor Pike seconded, and the Committee **RESOLVED** to award a grant of £700.

20.20 The Mayor and Councillor Ambler left the meeting at this point.

b). Liskeard branch of the Royal British Legion. Councillor Pascoe proposed, Councillor Goldsworthy seconded and the Committee **RESOLVED** to award a grant of £200.

20.24 The Mayor and Councillor Ambler returned to the meeting at this point.

**589/17 YOUTH FUND 2018/2019 – REFERRED FROM COUNCIL MINUTE**

**501/17.D 30<sup>TH</sup> JANUARY 2018** – Following discussion, Councillor Ambler proposed, Councillor Smith seconded and the Committee **RESOLVED** to make up the £20,000 Youth Fund from the following sources £2,000 C&E committee town centre leaflets and maps nominated reserve, £2,520 F&GP committee grants underspend 2017/2018 and £15,480 from the general reserve. The CCTV reserve to remain.

**590/17 GENERAL DATA PROTECTION REGULATIONS** – Following discussion, within the context of what is so far known about the draft regulations, Councillor Pike proposed, Councillor Brooks seconded and the Committee **RESOLVED** a). to approve the range of actions identified under 9.5 of the report. The Mayor proposed, Councillor Pascoe seconded, and the committee **RESOLVED** b). to nominate the Town Clerk as the Data Protection Officer.

**591/17 PRINTER/PHOTOCOPIER – NEW CONTRACT** – Following discussion, Councillor Goldsworthy proposed, Councillor Brooks seconded and the committee **RESOLVED** to purchase a new printer/copier, subject to a 3 year or preferably a 5 year servicing contract and warranty and to establish a £50 per month dilapidations reserve over five years.

**592/17 IT CONTRACTOR – EXTENSION OF CONTRACT** – This item was deferred until 24<sup>th</sup> April 2018 Council meeting.

21.07 Councillor Goldsworthy left the meeting at this point.

**593/17 EMPLOYMENT LAND DEMAND ASSESSMENT** – Following discussion, Councillor Ambler proposed, Councillor Smith seconded and the committee **RESOLVED** to approve the selection of Stratton Creber Commercial as the contractors.

21.13 Councillor Goldsworthy returned to the meeting at this point.

**594/17 SAFER CORNWALL** – A proposed date had been received for the initial meeting regarding Safer Liskeard. This being 16<sup>th</sup> April 2018 from 2 pm – 4 pm at the Liskeard Police Station. Councillor Clarke was suggested as a potential Councillor representative to the meeting. Councillors Pike and Ambler also expressed a desire to attend should Councillor Clarke not be able to attend.

**595/17 INTERNAL AUDITOR ACCOUNTING ADVICE** – Following discussion, subject to training several staff in the relevant aspects of SAGE, Councillor Smith proposed, Councillor Goldsworthy seconded and the committee **RESOLVED** to retain Deacon Jewell to make the necessary changes to SAGE, the coding system and to undertake the necessary staff training.

**596/17 SCHEDULE OF PAYMENTS FOR APPROVAL** – The Mayor proposed, Councillor Pascoe seconded, and the Committee **RESOLVED** to approve the schedule of payments.

**597/17 CORRESPONDENCE** - 8th March 2018 Royal British Legion – Invitation to attend a drumhead service to mark the anniversary of the end of the First World War – to be held at Westbourne Gardens – Sunday 1st July 2018 2.00 – 3.00 pm. Agreed to circulate to all Councillors to encourage a good attendance.

10th March 2018 – Dr R Symonds Partner Oak Tree Surgery – Establishment of a Pharmacy. Noted that a Certificate of Lawfulness application had been submitted to the Cornwall Council PA18/03217. This would go to the Town Council's Planning Committee for consideration. Agreed to contact the Oak Tree Surgery and make them aware that the item was to be considered by the Planning Committee.

**598/17 DATE OF THE NEXT MEETING** - Tuesday 22 May 2018

Councillor Goldsworthy proposed, Councillor Brooks seconded and the Committee **RESOLVED** to go into **PART II**

**599/17 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 item of Business;

**600/17 SITE ACQUISITION** - Councillor Goldsworthy proposed, Councillor Ambler seconded and the Committee **RESOLVED** to adopt the resolution that the advice of the agent be followed at the appropriate juncture.