

TOWN CLERK'S REPORTS – 30TH OCTOBER 2018 – COUNCIL MEETING

6. FORMER CATTLE MARKET SITE – MEMORANDUM OF UNDERSTANDING (attached as MoU) WITH CORNWALL COUNCIL – (Adam Birchall / Cornwall Council attending – to receive and adopt the Memorandum of Understanding to take forward the redevelopment and regeneration of the former cattle market site.

Background – Cornwall Council has been coordinating the work to take forward the redevelopment and regeneration of the former cattle market site which they own. Cornwall Council has purchased the former ATS building to assist in this project. The Town Council has previously indicated that it would be willing to make an investment of a £100,000 in a suitable employment generating Cornwall Council workspace project on the former cattle market site.

Cornwall Council are proposing to market nationally the opportunity presented by regenerating the former cattle market site. This should ascertain the nature and level of commercial interest. It is hoped that this might raise the investment profile of the town in general.

The Memorandum of Understanding (MoU) has been developed as a framework to agree joint working between Cornwall Council, Liskeard Town Council and the Liskerrett Community Centre (board of trustees are considering the MoU 6th November 2018) . It is recommended that the Council adopt the Memorandum of Understanding as attached.

RECOMMENDATION: That the Memorandum of Understanding is adopted as the next step in the regeneration and redevelopment of the former cattle market site.

7. AGRI-HUB AND EMPLOYMENT LAND DEMAND ASSESSMENT (attached as Final Report) - to receive the demand study and approve the next steps for joint working with public and private sector partners.

7.1 Background – to help with raising living standards and improving business expansion and relocation opportunities, the Town Council and partners commissioned a demand assessment which is attached to this report.

7.2 Findings – Stratton Creber Commercial, indicate on page 26. That based upon their analysis, there is sufficient demand to justify investment in:

- a 15 to 20 acres employment site. (this could be either an extension of the Cornwall Council owned Liskeard Business Park or at Tencreek Farm – which is partially consented for residential development and employment use...it is at the moment subject to a commercial in confidence pre-app)
- for 2 smaller .5 acre privately owned employment plots being developed by their current owners.

Stratton Creber Commercial have some enquiries for Tencreek Farm (for which site they are acting as agent). They also have enquiries for companies looking at a wider geographic area, but that might locate to Liskeard if a serviced site and in some cases premises were available. In addition, a demand survey was sent to agents, contacts and businesses asking for an indication as to whether B1, B2 and B8 type premises were required. 11 companies responded to the survey (this increased to 12 after the survey closed. A company from Looe is seeking a plot of land for a B8 unit with an element of office space).

The agri-hub demand survey did generate 98 responses. This were essentially in support of a livestock market with collection centre. To increase flexibility a more general 'auction facility' will be necessary. This could most easily be achieved on the Bolitho Farm site.

The demand study indicates on page 31 a company specialising in the operation of livestock markets comments "A well run livestock market that has been purpose built with good access...will undoubtedly thrive and bring in new business to the town".

7.3 Next Steps – the Neighbourhood Plan Referendum is scheduled for 25th October 2018. The residential element is likely to be provided by the private sector. The progression of a significant 15 – 20 acres B1, B2 and B8 employment site, on the basis of previous experience, is not likely to be undertaken by developers whose specialisation is in residential property. To come forward it would require direct intervention by the public sector, in this case Cornwall Council. Cornwall Council does have in its investment programme an item for an employment site in Liskeard. This project would need to be site assembly and servicing and possibly the provision of phases of B1, B2 and B8 premises.

From enquiries already received, there are private sector investors wishing to purchase large plots to subdivide both their own occupation and for the provision of units for sub letting or leasing. For the following recommendations, it is not anticipated that the Town Council would financially support the process with direct cash investment.

RECOMMENDATIONS:

- a). 15 – 20 acres employment site – support Cornwall Council on the site acquisition and servicing of a significant employment. Thereafter, to work with Cornwall Council and for suitable private sector partners to provide phases of built offices, workshops and factories to meet local and inward investing business need.**
- b). For the 2 smaller .5 acre privately owned employment plots support the current owners in the development of these sites as they will be in the short term the short gap to cover the time that the larger project will take to deliver.**
- c). Agri-Hub – support the landowner and a local farming cooperative (Cornwall Quality Livestock Agricultural Producers) in the progression of the project.**

9. TOWN CLERK'S UPDATE – Items from the 3rd September 2018 meeting not already on the agenda. None.

10. CORNWALL COUNCIL – CHRISTMAS CAR PARKING – to consider and approve the contribution.

Background – the Town Council has previously paid Cornwall Council to permit free Christmas car parking on the four Saturdays in the month of December. Cornwall Council has agreed to fund one of these Saturdays (1st December 2018 is the date of Liskeard Lights Up is a good date for Cornwall Council to cover the cost of the free parking.)

In the past, the Town Forum, the Traders Association and the Chamber of Commerce have contributed to the local funded element of the free Saturday Christmas car parking. They have been advised of the cost and asked if they would wish to contribute.

The Finance & General Purposes Committee holds the Town Council contribution to the scheme. The current year has a budget of £1,000.

The scheme applies to the Westbourne, Cattle Market and Sun girt car parks (but not the Rapsons car park).

Saturday	8 th December	15 th December	22 nd December	Total Cost
cost	£908	£912	£1,017	£2,837
cumulative cost	£908	£1,820	£2,837	£2,837

At the time of writing the report no confirmation of funding had been received from the Forum, Traders Association or Chamber of Commerce. Any update would be given at the Council meeting.

If no funding is forthcoming from other sources, the options might be:

Option 1 – provide no funding. The Town Council has no duty to provide free Christmas car parking.

Option 2 – agree to fund one Saturday – this is the budgeted provision.

Option 3 – agree to fund the three remaining Saturdays – cover one from the budget £1,000 and fund the others from another source (£1,837) perhaps the general reserve.

RECOMMENDATION: That the Council selects one of the options above.

11. PUBLIC HALL UPDATE SPECIFICATIONS AND COSTINGS, ROOM NAMES AND WHETHER TO RETAIN THE CURRENT TABLE IN THE COUNCIL CHAMBER – a). to receive and note the modification of the public hall project. b). to consider and approve the proposed room names. c). to decide whether to retain the current table in the Council Chamber.

a). Public Hall Capital Project Update – the scheme costs had gone up as a result of:

11.1 Cost of Specialist Items – some specialist items not on the original specification were expensive e.g. the cost of the lift to the stage £13,000-£14,000, the purchase costs of the items for the higher specification toilet £9,000-£10,000, double glazing to the Long Room £5,000.

11.2 Contingency Reserve – this has been taken up by a range of issues, such as, the need to construct a new wall to support the lift shaft, as the existing wall was found to be not substantial enough. The new wall was located in an amended position which meant the Building Regulations required the relocation of a drain.

There had been some removal of non-essential items from the specification including a new front door and the Long Room floor covering. However, the project costs were £20,000 higher. At the of the writing of the report a request for funding from the reserves was not considered likely as:

11.3 Facilities Committee 2018/2019 Budget - £8,000-£10,000 of expenditure, from other items within this years' budget, would not be incurred.

11.4 Income – the actual receipts of income were proving higher (£10,000-£15,000) than initially budgeted for when an extensive closure of the public hall to undertake the works was anticipated.

There is a meeting with the architect scheduled for 30th October to review the budget. An update will be reported to council.

b). Room Names – the possibility of changing the names of certain of the rooms was discussed and the Mayor and Chairs meeting recommended to Council that the present Long Room be named in honour of Emily Hobhouse as the Hobhouse Room. The present Refreshment Room be renamed the Phoenix Room.

c). Whether to retain the current table in the Council Chamber – at this meeting, council is asked to consider whether it wishes to retain the current table in the council chamber.

Should the council decide not to retain the current table in the council chamber, the Facilities Committee should be asked develop proposals both for the future use of the council chamber and the possible use of the current table for another purpose. The proposals then to come back to council for consideration.

RECOMMENDATIONS: a). to note the modification of the public hall project. b). to consider and approve the proposed room names. c). to consider whether to retain the current table in the Council Chamber.

12. NEIGHBOURHOOD PLAN – REFERENDUM RESULT – to receive and note the Referendum result.

13. ECONOMIC DEVELOPMENT SUPPORT ROLE – to agree the “indicators” and the managerial and committee line role reporting of the economic development support role.

13.1 Background – the Mayor and Chairs meeting has considered the targets. For the reasons below they have suggested the following amendments:

13.2 Realistic Targets - it was felt that as the Town Council would not own and have direct control of the land and premises etc. these should be “indicators” rather than “targets”. Furthermore, many things, such as, the world economy, BREXIT etc. meant that it was not possible to ascribe actual % increases, to the council objectives. The GDP indicator could be modified to reflect changes in the town’s relative position on commercial indices. One indicator should clearly look to improving the wellbeing of Liskeard by reducing the levels of deprivation.

13.3 Revised Indicators – are proposed as below.

3 - 5 year Indicators

Increase provision of B1, B2 and B8 business space on business park type developments and where appropriate to provide town centre B1 type premises in Liskeard.

5 - 10 year Indicators

- Increase the number of good quality higher paid jobs in Liskeard.
- Reduce the relative ranking of Liskeard in the Index of Multiple Deprivation (IMD).
- Improve the relative ranking of Liskeard in the indices used by commercial investors.
- To increase the number of businesses registered in Liskeard.

13.4 Role Reporting – the Mayor and Chairs asked for the managerial and committee reporting line for the role to be part of the report to council.

It is proposed that the direct line management of the economic development post should be via the Town Clerk (given that persons previous employment experience).

The economic development function (both the new post and the Town Clerk) should report to councillors at Council itself and the Finance & General Purposes Committee (which has in many instances the same authority as Council and has all the committee chairs in attendance). This would ensure monthly reporting to give updates and obtain approval.

By reporting through existing structures, this would same time being spent on managing new committees. Where relevant pre-applications and planning applications were received the economic development function could report though

the Planning Committee. Where the economic function is inputting into marketing, such as, literature and events, this could be reported through the Communications & Engagement Committee.

RECOMMENDATION: That Council agrees to the “indicators” and the managerial and committee line role reporting of the economic development support role as outlined in the report above.

14. SCHEDULE OF PAYMENTS AND REPORTING OF THE BANK

RECONCILITATION – to receive and approve the schedule of payments and note the bank reconciliation.