

# Liskeard Town Council

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Mr S Vinson  
Town Clerk  
3/5 West Street  
Liskeard  
PL14 6BW

24th April 2024

Dear Councillor

**TAKE NOTICE THAT A MEETING of the TOWN COUNCIL will be held in the Emily Hobhouse Room at 7.30 pm on TUESDAY 30<sup>th</sup> APRIL 2024 which you are hereby summoned to take part.**

Yours faithfully

*Steve Vinson*

Town Clerk

The Mayor and the Mayor's Chaplain invite Members and others taking part in the meeting to join them in prayer after which:

## **AGENDA**

- 1. Apologies**
- 2. Declarations of Members' interests Registerable and Non-Registerable**
- 3. Mayor's Remarks**
- 4. To receive and approve the minutes of the 26<sup>th</sup> March 2024 Council**
- 5. Public Participation** – Colour Sergeant Simon Griffin – Liskeard Army Cadets (see agenda item 6.a.) – Zoe A 'Lee – Liskeard / Looe Girls Rugby Coach – (see agenda item 6.b.).
- 6. Grant Applications**. – 6.a. Liskeard Army Cadets – To purchase a new detachment flag, to support Remembrance and Civic Parades and events (two quotes and product details obtained – i. £643.20 ii. Project Details iii. £775 iv. Project Details. 6.b.) – Liskeard / Looe Girls Rugby – To purchase passports £376 and fund a quarter of the ferry £1,405 and coach hire £1,497 costs – a total grant request £1,101. 6.b.i. Project Statement ii. Adult Team Statement iii. Audited Accounts 2022/2023 iv. Coach Quote to support the Girls Rugby team in their visit to Liskeard's twin town of Quimperle in France.
- 7. Town Clerk's Update** – All on the agenda at the time of writing.
- 8. Committee Meetings – To Approve the Minutes:-**
  - a) To note the minutes of the Facilities Committee held on 19<sup>th</sup> March 2024.
  - b) To note the minutes and ratify the decisions of the Planning Committee 8<sup>th</sup> April 2024.
  - c) To note the minutes of the Special Facilities Committee held on 16<sup>th</sup> April 2024.
- 9. RFO Reports** – (for information – bank balances, financial year end and audit, VAT, precept & CIL)

10. **Budget Monitoring 2023/2024.** - To receive and accept a draft budget to 31<sup>st</sup> March 2024 for monitoring purposes.
11. **Schedule of Payments.** – To review and approve the Schedule of Payments.
12. **Annual Review of the effectiveness of Internal Control and Risk Management Arrangements 2023/2024** – To review the effectiveness of internal controls and risk management arrangements for 2023/2024 and consider any additional action required.
13. **Internal Auditor** – To reappoint the Internal Auditor Hudson Accounting Ltd. for a further year.
14. **External Auditor BDO LLP** – Annual declaration to confirm there are no conflicts of interest.
15. **Liskeard Town Council – Representation Upon Proposed Liskeard & District Twinning Association** – To approve Councillor Simon Cassidy as the lead for Twinning for Liskeard Town Council and as the Town Council representative on the proposed new external Twinning Association.
16. **Cornwall Councillor Updates-**
17. **Cornwall Council Planning Decisions** – as per addendum
18. **Correspondence** – None at time of writing.
19. **Date of next Town Council Meeting** – Mayor Choosing – Wednesday 22<sup>nd</sup> May 2024 at 7.00 pm. Town Council meeting 28<sup>th</sup> May 2024 at 7.30 pm

**PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 Pursuant to Section (2) of the Public Bodies (admission to meetings) Act 1960 and having regard to the confidential nature of the businesses to be discussed, the Press and Public be excluded from the meeting for the following item of business.**

20. **Liskeard Redevelopment Working Group – To note the minutes of the a). 13<sup>th</sup> March 2024 meeting and the b). draft minutes of the 17<sup>th</sup> April 2024 meeting.**