Liskeard Town Council

AT A MEETING of the **TOWN COUNCIL** held in the Emily Hobhouse Room at the Public Hall on Tuesday 29 September 2026 at 7.30 p.m. there were present**:**

The Deputy Mayor – Councillor Sylvia Berry – in the chair
Councillors Graham Berry, Rachel Brooks, Nick Craker, Richard Dorling, Jane Pascoe, Martin Symonds, Naomi Taylor, and Christina Whitty.
Town Clerk – Steve Vinson
Mayor's Chaplain – Mark Wade.

Members of the Public: Cathy Lake – Assistant Manager & Head of Volunteering, Liskeard Foodbank – (see Agenda Item 6). Cllr Kevin Grey (Cornwall Councillor) – Steve Parkinson – Community & Twinning – Christopher Piper – Founder and Managing Director – "Chaos to Control" (see Agenda item 6.b), Mark Stevens – Senior News Reporter - Cornish Times.

The Mayors Chaplain spoke of the recent tragic events and led the Town Council and the members of the public in prayers for the town and those effected.

147 / 26 APOLOGIES
The Mayor and Councillors Kerry Cassidy, Simon Cassidy, Lori Reid and (Graham Berry* late arrival.

148 / 26 DECLARATIONS OF INTERESTS, REGISTERABLE AND NON-REGISTERABLE
Councillor Taylor – Agenda Item 23 (Elliott Exhibition Foundation). Family member had been the subject of an application to that fund.

149 / 26 MAYOR'S REMARKS
The Deputy Mayor indicated that the Mayor's Remarks would be deferred to a future meeting.

150 / 26 MINUTES OF MEETING HELD ON 28th JULY 2026 - Councillor Brooks proposed, Councillor Taylor seconded, and the Council **RESOLVED** to **ADOPT** the minutes of 28th July 2026 Council meeting. Noting, the 25th August 2026 Council meeting was subsequently cancelled.

151 / 26 PUBLIC PARTICIPATION – Cathy Lake – Assistant Manager & Head of Volunteering – Liskeard Foodbank - spoke to Agenda Item 6

1. Property Reserve – Q – It was noted that the accounts show a specifically allocated property reserve (£165,000). Might this be used to fund the works? A – the donations of food have been much less than expected and the Property Reserve had been spent on food purchases.
2. Grants Budget – Q – Should the Town Council consider making its grant budget go further by offering a 50% of the costs grant. How might the shortfall be funded? A – through fund raising. Cornwall Councillor Kevin Grey offered some of his grants budget.
3. Councillor Brooks proposed, Councillor Taylor seconded and the Council **RESOLVED** to **APPROVE** a grant of £900 which is half of the cost of creating the welcome area and disabled accessible toilet. 39/26

Chris Piper – “Chaos to control” – Founder and Managing Director – Spoke to Agenda Item 6.b. A copy of the application was circulated at the meeting. Discussions showed:

- New Initiative – there is an issue with understanding the legal terminology in getting the CIC registered. Councillor Symonds being a solicitor offered to help. The bank account was not progressing quite as hoped including increasing number of people involved in running it. Councillor Taylor has experience of setting up a charity and offered to help.
- General Need – There is an issue with people not accepting the need to self-refer to the range of official help and voluntary sources. This might offer a solution.

It was thought that the project should receive further advice and support and be brought back for consideration at the next meeting.

152 / 26 TOWN CLERKS UPDATE

Councillor Dorling propose, Councillor Taylor seconded and the Council **RESOLVED** that the Town Council does not accept speculative marketing instead seeking to procure when needed.

153 / 26 COMMITTEE MEETINGS- TO APPROVE THE MINUTES:

a) The Deputy Mayor proposed, Councillor Pascoe seconded, and the Council **RESOLVED** to note the minutes of the Facilities Committee held on 21st July 2026.
b) Councillor Craker proposed, Councillor Taylor seconded and the Council **RESOLVED** to note the minutes of the Planning Committee held on 10th August 2026.
c) Councillor Craker proposed, Councillor Taylor seconded and the Council **RESOLVED** to note the minutes of the Planning Committee held on 7th September 2026.
d) Councillor Taylor proposed, Councillor Brooks seconded and the Council **RESOLVED** to the note the minutes of the Communications & Engagement Committee held on the 10th September 2026 and **APPROVE** the motion that the Public Hall is made available free of charge for the Gorsedh Kernow 2027 and associated activities, and that the Mayor, Councillor Brooks and the Events & Communications Officer are the Town Council representatives on the working group.
e) Councillor Pascoe proposed, Councillor Dorling seconded and the Council **RESOLVED** to note the minutes of the Facilities Committee held on 15th September 2026.

154 / 26 LISKEARD RENEWAL PARTNERSHIP (LRP)

Notes would be put to the next Council meeting.

155 / 26 RFO REPORTS – (BANK BALANCES, RECEIPT OF PRECEPT

Noted the report.

156 / 26 SCHEDULE OF PAYMENTS

The points on the higher water rates in the Public Hall and the late bills on the Christmas lighting being answered, the Land Registry Search was of interest. Councillor Whitty proposed, Councillor Craker seconded, and the Council **RESOLVED** to **APPROVE** the schedule of payments totalling £150,205.77.

157 / 26 BUDGET MONITORING REPORT

Councillor Taylor proposed, Councillor Dorling seconded, and the Council **RESOLVED** to receive and accept the budget report to 31 July 2026.

158/ 26 EXTERNAL AUDITOR REPORT AND CERTIFICATE 2025/2026 – ATTACHED

The RFO and her small team were thanked for again a getting a clean bill from the external auditor. Councillor Taylor proposed, Councillor Brooks seconded and the Council **RECEIVED** and **ACCEPTED** the External Auditors report and Certificate 2025/2026.

159 / 26 EMPLOYEE HANDBOOK (ATTACHED)

Councillor Dorling proposed, Councillor Whitty seconded and the Council **APPROVED** the updated Employee Handbook, including the Enhanced Adoption Support Leave in line with Green Book recommendations.

160 / 26 ARTIFICAL INTELLIGENCE (AI) (ATTACHED)

Following discussion and one amendment, Councillor Gregory proposed, Councillor Taylor seconded and the Council **RESOLVED** to **APPROVE** the new AI policy with the amendment now reading “Decision-Making – AI must not be used as the basis for any decision”.

161 / 26 DATA PROTECTION AND COMPLAINTS POLICY (ATTACHED)

Councillor Dorling proposed, Councillor Gregory seconded and the Council **APPROVED** the Data Protection and Complainants Policy.

162 / 26 CRIMINAL RECORDS CHECKS POLICY (ATTACHED)

Councillor Dorling proposed, Councillor Whitty seconded and the Council **APPROVED** the Criminal Records Check Policy.

163 / 26 DEVOLUTION – CORNWALL COUNCIL – LISKEARD TOWN COUNCIL / RAPSONS’ SKATE PARK / MULTI USE GAMES AREA (MUGA) / RAPSON’S GREEN SPACE – FREEHOLD TRANSFER (ATTACHED)

Following discussion, Councillor Craker proposed, Councillor Pascoe seconded and the Council **RESOLVED** to write to the Leader of Cornwall Council, asking to have a meeting to discuss reversing the decision not to include income generating assets (car parks) in the Devolution package as these goes against the basic premise on which both Councils have been working. 41/26

164 / 26 UK GOVERNMENT – LOCAL TRANSPORT CONSOLIDATED FUND – CORNWALL COUNCIL ALLOCATION – Cornwall Council Portfolio holder Dan Rogerson Council response. “The two areas of concern and with deliverability and cost. The station connection to the town centre is more readily funded and deliverable. It achieved a strong level of support from those who responded to the consultation. The project which LTC members and local members of Cornwall Council prefer is more challenging….I think that we need another meeting to explore these issues”. The Town Council agreed to meet as per the suggestion.

165 / 26 TOWN COUNCIL MEETINGS SCHEDULE – SCHEME OF DELEGATION (ATTACHED) - Following, discussion in which it was confirmed that the Finance & Strategy Committee would need the same power as the Council to consider and approve the Schedule of Payments and the Grant Applications to ensure timely decision making. In particular, the Finance & Strategy Committee could spend more time than the Council in considering items such as, Policies, the 5year capital programme, 5year precept strategy and considering the budget and precept setting and making recommendations to the Council. It was noted that under the former structure the Mayor had also been the Chair of the Finance Committee. The current arrangement also saw the Mayor as Chair of Facilities Committee. It was considered that 3 roles would be too much for one person.

Councillor Dorling proposed, Councillor Pascoe seconded and the Council **RESOLVED** to **APPROVE** the alteration of the frequency of the Council meetings from 12 to 6 per year with enhancements of the Scheme of Delegation to the current Service Committees and the senior leadership team. Also, to commence the holding of 4 Finance & Strategy Committee meeting per year.

166 / 26 GRANTS POLICY – REVISIONS (ATTACHED) – in discussion, it was felt the further changes were an improvement. However, the number of applications might increase significantly especially, if the “Events & Communications Officer” were to publicise the available of grants and including with the use of social media. New applicants with limited ability might make applications. It was considered that applicants should be supported to develop the idea further perhaps by a couple of councillors or group or panel. This aspect should be considered further and brought back to the Committee / Council.

167 / 26 HEALTH & SAFETY POLICY (ATTACHED) – The Deputy Mayor proposed, Councillor G Berry seconded and the Council **RESOLVED** to **APPROVE** the Health & Safety Policy which has been prepared by Work Nest, the Council’s Health & Safety advisers to ensure that it reflects current legislation regulatory requirements and current good practice.

Councillor Taylor left the meeting.

168 / 26 ELLIOTT EXHIBITION FOUNDATION (ATTACHED) – this trust which had been in abeyance was now operating again and receiving applications including from Liskeard residents. Councillor Craker proposed, the Deputy Mayor seconded and the Council **RESOLVED** to **APPROVE** Councillor Whitty to serve on this outside body.

Councillor Taylor returned to the meeting.

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169 / 26 CORNWALL COUNCILLOR UPDATES

Councillor Jane Pascoe Liskeard South & Dobwalls (report 24.a. attached).

Councillor Kevin Grey Liskeard Central (report 24.b. attached).

170 / 26 CORNWALL COUNCIL PLANNING DECISIONS
Noted.

171 / 26 CORRESPONDENCE

A. Quimperlé Twinning Pascale Le Pellec – planning the French visit including the Mayor Michael Quernez – the 27th March 2027 - 29th March 2027. To confirm that this is added to the Town Council's civic calendar and that an invitation is sent to the Mayor of Quimperlé Michael Quernez.
B. National Highways – A38 Liskeard to Trerulefoot Safety Improvement Scheme 5th October 2026 1.00pm – 6.30pm public consultation Liskeard Public Hall.

172 / 26 DIARY DATES FOR COUNCIL EVENTS
St Matthews Fair – Saturday 3rd October 2026 (Volunteers needed) - Poppy Concert – Saturday 24th October 2026 at 7.00pm. Field of Remembrance – Sunday 12th November 2026 at 2.00pm, Sunday 8th November 2026 – "Remembrance Day Parade" Lord Lieutenant Colonel Edward Bolitho will be attending for the initial salute on the way to the War Memorial. The Town Council will form up and march off from the Cattle market as with the recent RNA parade. Appointment in Truro means that he will not attend the St. Martin's Church service. Armistice Day – Wednesday 11 November 2026 at 11.00a.m.

173 / 26 DATE OF THE NEXT TOWN COUNCIL MEETING
24th November 2026 at 7.30 pm

174 / 25 Councillor Craker proposed, Councillor G Berry seconded and the Council **RESOLVED** to go into **PARTII**.

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:

29. Employment Tribunal – Judgement (attached 29. 29.a.) – To note the Employment Tribunal judgment was dismissed as being outside of their jurisdiction.

30. Sports Pitches and Associated Infrastructure Project at Roundbury (attached) – To receive an update and support the proposed next steps to reformat the Section 106 applications and commission the next phases in a manner to maximise the drawdown of Section 106 to the benefit of the community of Liskeard.

PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960Pursuant 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 were readmitted to the meeting.

175 /26 Councillor Craker proposed, Councillor Taylor seconded and Council **RESOLVED** to come out of PARTII and confirm the PARTII resolution for agenda item 30 as drafted. 43/26