

LISKEARD TOWN COUNCIL

AT a MEETING of the FINANCE, ECONOMIC DEVELOPMENT AND GENERAL PURPOSES COMMITTEE held in the Council Chamber on Tuesday 23rd July 2019 at 7.30 p.m. there were present:

The Mayor – Councillor Rachel Brooks – in the chair.

The Deputy Mayor – Councillor Sandra Mitchell.

Councillors – David Ambler, Simon Cassidy, Ian Goldsworthy, Sally Hawken, Julian Smith and Christina Whitty.

Members of the Public – None.

Town Clerk – Stephen Vinson

Responsible Financial Officer/Deputy Town Clerk – Yvette Hayward

The Mayor advised the meeting of Housekeeping matters.

105/19 APOLOGIES – Councillors Jane Pascoe and Tony Powell.

106/19 DECLARATIONS OF INTERESTS, REGISTERABLE AND NON REGISTERABLE – The Mayor a non-registerable interest in agenda item 11 payment 654, Councillor Cassidy a non-registerable interest in agenda item 9, Councillor Goldsworthy a non-registerable interest in agenda item 11 payment 638 and a registerable interest in agenda item 16, Councillor Ambler a non-registerable interest in agenda item 12 and Councillor Whitty a non-registerable interest in agenda items 12 and 17.

107/19 TO RECEIVE AND ADOPT THE MINUTES OF THE MEETING OF THE FINANCE, ECONOMIC DEVELOPMENT AND GENERAL PURPOSES COMMITTEE HELD ON TUESDAY 21 MAY 2019 – Councillor Whitty proposed, the Mayor seconded and the Committee **APPROVED** the Minutes of the meeting held on Tuesday 21st May 2019.

108/19 PUBLIC PARTICIPATION – None

109 /19 TOWN CLERK’S REPORT – All items completed or on the agenda.

110/19 BUDGET MONITORING – UPDATE OF INCOME AND EXPENDITURE AGAINST AGREED BUDGET TO 30 APRIL 2019 IN THE NEW STYLE REPORT.

Following some explanations in connection with the new style layout, the Mayor proposed, Councillor Cassidy seconded and the Committee **RESOLVED** to accept the budget report to 30th April 2019.

111/19 PAYROLL SOFTWARE – Following discussion, Councillor Goldsworthy proposed, Councillor Hawken seconded and the Committee **RESOLVED** to adopt the SAGE Payroll S50 Package for a period of one year.

112/19 INTERNAL AUDIT – TO RECEIVE THE FULL INTERNAL AUDITORS REPORT – (ATTACHED).

– Further to the written report the Responsible Financial Officer provided the additional information and actions for approval below:

- The five recommendations identified as 31st March 2019 in the ‘date for action’ column should be amended to 31st March 2020.
- Santander Bank – it was confirmed that the accounts for the Philip Blamey Trust, Eva Bowles Trust and King George V Trust had been reopened and that the new signatories and trustees are the Town Clerk Stephen Vinson and the Mayor Rachel Brooks.

Councillor Cassidy proposed, Councillor Hawken seconded and the Committee **RESOLVED** to accept the Internal Auditors report and the recommendations, and to agree to the actions identified in the attached schedule and as above.

19.56 Councillor Cassidy left the room.

113/19 AGED DEBTORS – A). LISKEARD AND DISTRICT SPORTS ASSOCIATION £2,000 OUTSTANDING LOAN. – Following discussion, it was agreed to defer consideration of this item pending discussions with the Liskeard & District Sports Association.

20.04 Councillor Cassidy returned to the room.

114/19 AGED DEBTORS – B). REPORT – The Responsible Financial Officer updated that the customer identified as owing £194 had since paid. The amount in the written report for 91+ Days should be revised from £303 to £109. Councillor Cassidy proposed, Councillor Hawken seconded and the Committee **RESOLVED** to ratify the write off of £225 of unrecoverable debt. To accept the aged debtors report with current actions in place for recovery of all amounts outstanding. To agree to this item as a standing agenda item for future meetings of this committee

115/19 DEBTORS POLICY C). TO ADOPT A NEW DEBTORS POLICY (ATTACHED). – Subject to the outstanding points being clarified, Councillor Smith proposed, Councillor Cassidy seconded and the Committee **RESOLVED** to adopt the Credit Management Policy and Procedures Policy.

116/19 PENSIONS DISCRETIONS POLICY (ATTACHED) – Councillor Cassidy proposed, Councillor Smith seconded and the Committee **RESOLVED** to approve the updated policy.

117/19 SCHEDULE OF PAYMENTS (ATTACHED) – Councillor Cassidy proposed, Councillor Hawken seconded and the Committee **RESOLVED** to approve the Schedule of Payments. The Mayor initialled and signed the Schedule of Payments.

20.23 Councillors Ambler and Whitty left the room.

118/19 ROYAL BRITISH LEGION – TRELIS - Councillor Cassidy proposed, Councillor Smith seconded and the Committee **RESOLVED** to cover the £130 cost of the trellis.

It was noted that the Town Council was itself short of storage space and the RBL Liskeard branch would be asked if they could store the trellis.

20.27 Councillors Ambler and Whitty returned to the room.

119/19 ROUND BURY PARC – ‘HERITAGE ASSESSMENT’ AND ‘HIGHWAYS/TRANSPORT’ CONSULTANTS – Councillor Cassidy proposed, Councillor Ambler seconded and the Committee **RESOLVED** to seek consultants to provide a ‘heritage assessment’ and a ‘highways/transport plan’, the costs to be included in the Section 106 funding application.

120/19 CORRESPONDENCE – None

121/19 DATE OF THE NEXT MEETING - Tuesday 17 September 2019

The Mayor proposed, Councillor Cassidy seconded and the Committee **RESOLVED** to move into PART II.

122/19 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:

CATTLE MARKET AND EMPLOYMENT LAND AND PREMISES UPDATE - to receive the update and consider the recommendations.

ACCOUNTABLE BODY STATUS JOINT PROJECT – CATTLE MARKET MAKERS PROJECT – to receive and approve the submission of the Expression of Interest for a joint bid for further European Regional Development Fund (E.R.D.F.) and European Social Fund (E.S.F.) funding for Liskeard.

123/19 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 were readmitted to the meeting.

124/19 – The Mayor proposed, Councillor Cassidy seconded and the Committee **RESOLVED** to adopt the resolutions made in **PARTII** as set out below.

CATTLE MARKET AND EMPLOYMENT LAND AND PREMISES – That the Town Council objects to the loss of employment land in advance of the provision of alternative employment accommodation. Recent demand studies having shown an existing need for employment land. Additionally, employment land is required to support the Neighbourhood Plan growth proposals for the town. The Town Council will work constructively with Cornwall Council and others to develop additional employment land.

ACCOUNTABLE BODY STATUS JOINT PROJECT – CATTLE MARKET MAKERS PROJECT - That the draft Expression of Interest is approved for submission as the basis of a joint bid for European Regional Development Fund (E.R.D.F.) and European Social Fund (E.S.F.) for Liskeard.