

# LISKEARD TOWN COUNCIL

**AT A MEETING** of the **TOWN COUNCIL** held remotely on Tuesday 26<sup>th</sup> May 2020 at 7.30 p.m. there were included:

The Mayor – Councillor Rachel Brooks – in the chair.

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

Town Clerk – Steve Vinson

Mayors Chaplain – Rebecca Bell

Responsible Financial Officer and Deputy Town Clerk - Yvette Hayward

Facilities Manager - Jacqui Orange

Members of the Public – Jemma Morgan (Café Abundance), Nick Craker (Cornwall Councillor), Mike Sturgess (St Martins Church), Trish Brock-Morgan & Stephen Maitland (Coronavirus Support Group).

Rebecca Bell led the council and members of the public in saying special prayers for the town and council.

**1/20 APOLOGIES** – The Deputy Mayor Councillor Sandra Mitchell and Councillors Ian Barlow, Anna Clarke, Tony Powell, Naomi Taylor.

**2/20 DECLARATIONS OF INTERESTS, REGISTERABLE AND NON-REGISTERABLE** – The Mayor declared a non-registerable interest in agenda item 20.

**3/20 MAYOR'S REMARKS** – “Last week would have been the Mayor Making. I’m not going to treat you to a long speech, but I did want to say a few things which would have been said then. It’s been a privilege to serve as Mayor for the last year and I’m grateful to be able to continue for a second year to follow through on work I’ve been heavily involved in, especially around the Cattle Market. I’ve done my best to have clear and open decision-making and to enable all councillors to contribute and I remain strongly committed to that.

I have really enjoyed getting to know more of the wonderful community groups we have in Liskeard, many of which are playing such an important role in supporting people in the current coronavirus crisis.

I’d like to thank Sandra for her hard work as deputy mayor and for continuing to bring to the council her excellent links with the local community. I’d also like to thank all of you for your involvement in the council, and especially Ian and Julian, Simon and Anna, and Tony and Naomi for all the work they have done as chairs and vice chairs.

It has been wonderful having Becca Bell as the Mayor's chaplain for the last year and I'd like to thank her for all her help and support. I'm very glad to say that she has agreed to be chaplain again this year. I'd also like to thank Dan Keddle and Jake Hibbin the mace bearers.

We are really lucky to have such a talented, hard-working and committed team of staff, very ably led by Steve and Yvette, who have been a huge support throughout the year and never more than since the start of lockdown.

As you know, Tony Misson, who has been an exceptional Facilities Manager, stood down from that role a few months ago. I hope we get the chance to honour him properly at some stage, but I'll just say for now that he always did a great job, whether it was planning major refurbishment or focusing on the details to get a specific booking right for a customer. He's also a lovely man and I'm very pleased he's staying on in a different role. I'm also delighted that we were able to recruit Jackie Orange as our new Facilities Manager. Jackie has had a baptism of fire and has risen to the occasion brilliantly.

We also lost Tina Barrett, who was such a lively, welcoming TIC assistant manager, and gained Louisa Lawes who has fitted in really well and is already proving her worth.

So many thanks to all of them, and to our other great staff, Mandy, Trudy, Erin, Steve Neal, Vicky, Karen, Jim, Jason, Sharon and Julie.

It's hard to know what the coming year will bring but I do know I'm part of a really good team in doing our best for Liskeard and its people.

Just a couple of other things. Since our last normal meeting we've had the VE 75 commemorations of course. I'd like to thank Simon for arranging the wreath laying and Sandra for coming with us to lay the wreath and pay our respects at the war memorial. Also many thanks to Tony Misson for filming and taking photos.

On a completely different subject, I'm also very pleased that Liskeard has been chosen as one of five towns in Cornwall to trial a new approach to cutting verges which will enable wildflowers to bloom, whilst also keeping the edges neat. This builds on the work Cornwall Council has been doing with us on Making Space for Nature. The plans for making St Martin's churchyard more wildlife friendly are also progressing and a public consultation was very supportive."

**4/20 TO RECEIVE AND ADOPT THE MINUTES OF THE 28TH APRIL 2020 COUNCIL MEETING:** –

The Mayor proposed, Councillor Smith seconded, and the Council **RESOLVED** to **ADOPT** the minutes of the Council meeting held on 28<sup>th</sup> April 2020.

**5/20 TO RECEIVE AND ADOPT THE MINUTES OF THE 12TH MAY 2020 SPECIAL COUNCIL**

**MEETING:** – Following discussion, it was decided to check with Sarah Mason at the Cornwall Association of Local Councils whether a proposer and seconder were necessary under the Council's Standing Orders. The Mayor proposed, Councillor Goldsworthy seconded and the Council **RESOLVED** to **ADOPT** the minutes of the Special Council meeting held on 12<sup>th</sup> May 2020.

**6/20 PUBLIC PARTICIPATION** – Gemma Morgan (Café Abundance) spoke to the application and answered questions in respect of the project.

Mike Sturgess (St Martins Church) spoke in support of the application and answered questions.

Trish Brock-Morgan & Stephen Maitland (Coronavirus Support Network) spoke in support of the application and answered questions.

**7/20 SOCIAL EMERGENCY FUND APPLICATIONS** – The Mayor proposed to bring forward the consideration of grant applications.

- A. **CAFÉ ABUNDANCE** – Following discussion Councillor Cassidy proposed, Councillor Ambler seconded and the Council **RESOLVED** to approve a grant of £500.
- B. **ST. MARTINS CHURCH** - Following discussion Councillor Smith proposed, Councillor Cassidy seconded and the Council **RESOLVED** to approve a grant £1,000.
- C. **CORONAVIRUS SUPPORT GROUP** – Upon consideration it was decided not to support the application.

**8/20 TOWN CLERK'S UPDATE – ITEMS FROM 28<sup>TH</sup> APRIL 2020**

No additional information.

**9/20 COMMITTEE MEETING – MINUTES:**

Councillor Cassidy proposed, Councillor Smith seconded and the Council **RESOLVED** to **RATIFY** the minutes of the Planning Committee held on Monday 11<sup>th</sup> May 2020.

**10/20 CORONAVIRUS IMPACT ON PROCEDURES – A). ANNUAL MEETING** – Councillor Cassidy proposed, Councillor Shand seconded and the Council **RESOLVED** to confirm the next Annual Meeting will be in May 2021.

**11/20 B). SUPPLEMENTARY STANDING ORDERS** – Councillor Smith proposed, the Mayor Seconded and the Council **RESOLVED** to adopt the supplementary standing orders supplied by the Cornwall Association of Local Councils (CALC) until 7th May 2021.

**12/20 C). DECLARATIONS OF INTEREST** – Councillor Cassidy proposed, Councillor Goldsworthy seconded and the Council **RESOLVED** to agree that the Councillor leave the virtual meeting for the duration of the item and thereafter receive a text or telephone message confirming that they might return to the meeting.

#### **RESPONSIBLE FINANCIAL OFFICER REPORTS**

**13/20 RESPONSIBLE FINANCIAL OFFICER (RFO) REPORT** – Discussion followed around the possible postponement of some items of expenditure and the organisation of additional measures to promote post lockdown events.

**14/20 BUDGET UPDATE (TO 31ST MARCH 2020)** – The RFO spoke to the report and in response to a question from a councillor clarified that the £5,000 Youth Grants Budget had not been spent and was placed into a nominated reserve. The Mayor proposed, Councillor Cassidy seconded and the Council **RESOLVED** to note and accept the budget monitoring report 31st March 2020.

**15/20 AGED DEBTORS** – Councillor Hawken proposed, Councillor Cassidy second and the Council **RESOLVED** to write off the smaller items and refer the largest item to the Facilities Manager and the Chair and Vice Chair of Facilities to further consider and bring back a recommendation.

**16/20 RESERVES POLICY** – Councillor Hawken proposed, Councillor Shand seconded and the Council **RESOLVED** that the Reserves Policy be adopted subject to increasing the elections reserve to £10,000.

**17/20 ANTI FRAUD POLICY** – Councillor Cassidy proposed, Councillor Smith seconded and the Council **RESOLVED** to approve the policy.

**18/20 FIBRE PROVISION AT FORESTERS HALL** – The RFO reported that it had been clarified that a fixed IP address would be required at Foresters Hall. The impact on the various contractors' quotes would need to be researched for a balanced installation vis in service cost to be assessed. The item was deferred.

**19/20 SCHEDULE OF PAYMENTS** – The Mayor proposed, Councillor Cassidy seconded and the Council **RESOLVED** to approve the schedule of payments. The Mayor, Deputy Mayor and Chairs meeting would receive an update on the purchase of the Public Hall SMART TV system.

**20/20 LAMB UPDATE ON SUSTIANABLE FINANCE** - Noted.

**21/20 SAFE WORKING PRACTICES FOR STAFF** – Noted.

**22/20 GUILDHALL TENANTS RENT** – Councillor Hawken proposed, Councillor Cassidy seconded and the Council **RESOLVED** to adopt Option 3 whereby rent suspension is reviewed on a monthly basis, case by case, but also with the option of a transitional arrangement for returning to full rent , for example, 25% month 1; 50% month 2; 75% month 3; 100% thereafter as individual circumstances warrant from the business case submitted.

21.51 The Mayor left the virtual meeting and Councillor Cassidy took the chair.

**23/20 LYSKERRYS CORONAVIRUS SPECIAL** – Following discussion, Councillor Smith proposed, Councillor Pascoe seconded and the Council **RESOLVED** not to adopt the resolution as proposed in the report. It was proposed that the next Mayor, Deputy Mayor and Chairs meeting consider the production and distribution of a Covid19 follow up leaflet.

22.05 The Mayor returned to the virtual meeting and resumed the chair.

**24/20 REGISTER OF DELEGATED DECISIONS** – Noted.

**25/20 CORNWALL COUNCIL PLANNING DECISIONS** – Noted.

**26/20 CORNWALL COUNCILLOR UPDATES** – Nick Craker – Covid19 Impact noted that whilst the number of people claiming Universal Credit in Cornwall had gone up by 61%. Liskeard only showed a 26% increase in the number of people claiming Universal Credit which was the lowest increase within Cornwall. He did noted a 73% fall in retail trade within the town centre.

Persimmon Homes – negotiations were ongoing on the current application. The works to the roundabout on the Callington road were part of the Persimmon obligations from an earlier planning consent.

Jane Pascoe – Future High Street Funds drew attention to this Government fund which might well be of interest.

Sally Hawken – Public Health – had been shown as being a key part of the Coronavirus response and would also play a key part in the recovery details of which were being awaited.

Councillor Cassidy proposed, Councillor Ambler seconded and the Town Council agreed to write a letter of thanks to Cornwall Council for all the help and support that their Councillors and staff had input to dealing with the Covid19 issue.

**27/20 DATE OF THE NEXT MEETING** – 23<sup>rd</sup> June 2020 at 7.30pm.

The Mayor proposed, Councillor Cassidy seconded, and the Council **RESOLVED** to move into PARTII.

**28/20 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:**

**STAFF FURLOUGH** – To reconsider the Council’s use of Job Retention Scheme.

**ROUNDBURY PARK – LAND ACQUISITON** - to receive an update.

**LAND AT MAUDLIN FARM** – to receive any further responses.

**29/20 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.**

The Mayor proposed, Councillor Cassidy seconded and the Council **RESOLVED** to adopt the resolutions.

**STAFF FURLOUGH** – not to furlough any of the Council’s staff.

**ROUNDBURY PARK – LAND ACQUISITON** – Noted.

**LAND AT MAUDLIN FARM** – Noted.