

# LISKEARD TOWN COUNCIL

**AT A MEETING** of the **TOWN COUNCIL** held remotely on Tuesday 30<sup>th</sup> June 2020 at 7.30 p.m. there were included:

The Mayor – Councillor Rachel Brooks – in the chair.

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

Town Clerk – Steve Vinson

Mayors Chaplain Substitute – Andy Day

Responsible Financial Officer and Deputy Town Clerk - Yvette Hayward

Facilities Manager - Jacqui Orange

Members of the Public – Nick Craker (Cornwall Councillor), John Hesketh (Liskeard in Bloom) and Lin Moore (Liskeard Traders Association).

Andy Day led the council and members of the public in saying special prayers for the town and council.

**37/20 APOLOGIES** – The Deputy Mayor Councillor Sandra Mitchell and Councillors Anna Clarke and Naomi Taylor.

**38/20 DECLARATIONS OF INTERESTS, REGISTERABLE AND NON-REGISTERABLE** – Councillor Goldsworthy declared a non-registerable interest in Agenda Item 14 Guildhall Fire Doors and a registerable interest in agenda item 21. Policy for contracts involving Councillors. Councillors Ambler declared an interest in Agenda Item 21 Policy for contracts involving Councillors. Councillor Smith declared an interest in Agenda Item 21 Policy for contracts involving Councillors.

**39/20 MAYOR'S REMARKS** – A lot of my time in the past month has been spent on how we can work with others to welcome people back to town safely, and we have reports from the two meetings around that and a discussion later on the agenda. There's also been further work on the Cattle Market Makers CLLD application, which again we'll be considering later.

I've taken part in a Cornwall Mayors' zoom meeting convened by the Mayor of Bude and attended by Julian German, Leader of Cornwall Council, and two CALC meetings which Steve also attended. Obviously reopening was a key theme for all of these but we also discussed other issues. I've fed back specific points around toilets and virtual meetings into work we are doing.

Other key points to come out were:

- Cornwall Council has had considerable extra costs related to supporting people during the pandemic and a loss of revenue. So far only about half of this has been refunded via central government.
- Some Town Councils have been hard hit by loss of car parking income.
- A specific meeting has been set up around reopening playgrounds and Jacqui will be attending that.

Heritage Open Days are going ahead in a revised format and we had a very positive virtual Liskeard Unlocked meeting to explore options which include more online and outside events. We're looking to see how it might link with the Making Space for Nature project. We'll be meeting again in July to firm up those ideas.

Last month I talked about wildflowers on verges and I'm very pleased to update you that the approach where only edges are mowed until after flowering has been extended throughout Cornwall. Liskeard will be one of two towns where the cut and collect method will be trialled to limit soil fertility and help wildflowers in future years. The Cornwall-wide publicity around this featured lots of pictures of wildflowers in Liskeard.

Finally, as you may have seen, very sadly, we have had a Covid-19 outbreak in a local care home and one man has died. We sent condolence cards to the family and the home.

**40/20 TO RECEIVE AND ADOPT THE MINUTES OF THE 26TH MAY 2020 COUNCIL MEETING:**

– Subject to the inclusion at Minute 5/20 of “under the Council’s Standing Orders”. The Mayor proposed, Councillor Smith seconded, and the Council **RESOLVED** to **ADOPT** the minutes of the Council meeting held on 26th May 2020.

**41/20 PUBLIC PARTICIPATION** – Lin Moore (Liskeard Traders Association) requested that the Town Council write to Cornwall Council asking for the free parking to continue during the recovery period from Covid19. This would help bring footfall to the town centre and reduce the risk of members of the public getting Covid19 from the buttons on the pay and display machines.

John Hesketh (Liskeard in Bloom) updated on the range of activities that the volunteers had been involved with across the town. This included the putting up of the bunting intended for VE day to mark the reopening of Fore Street. The Mayor thanked Liskeard in Bloom for all their work.

#### **42/20 TOWN CLERK'S UPDATE – ITEMS FROM 26TH MAY 2020**

All included in the agenda.

#### **43/20 COMMITTEE MEETING – MINUTES:**

Councillor Cassidy proposed, Councillor Smith seconded, and the Council **RESOLVED** to **RATIFY** the minutes of the Planning Committee held on Monday 1<sup>st</sup> June 2020.

**44/20 SOCIAL EMERGENCY FUND APPLICATION – Royal Voluntary Service** – It was reported that Cornwall Council had offered to defer collection of the rent until the RVS became operational again. Following discussion, Councillor Pascoe proposed, Councillor Cassidy seconded, and the Council **RESOLVED** to approve a grant of £750 and to write to the landlord Cornwall Council and request that the RVS are not charged any rent for the period.

**45/20 REOPENING OF THE TOWN CENTRE** – The Mayor provided an update on the discussions from the morning meeting with the local business organisations and Cornwall Council. From the survey results and discussion at the meeting there seemed merit to developing options around the following:

- 20mph speed limit (note – definition needed of the area to be covered – was it just the key shopping streets (e.g. Bay Tree Hill and Pike Street) or the whole of the town centre.
- Free Short Stay On Street Car Parking spaces – more than at present – where possible but especially at Bay Tree Hill.
- Ways to make it easier to cycle into town, including racks.

It was agreed to do further work on these and bring back proposals.

**46/20 CAR PARKING OPTIONS** – Following discussion, Councillor Powell proposed, Councillor Cassidy seconded and the Council **RESOLVED** to ask Cornwall Council to provide free car parking for a further 3 months to assist the recovery of the town centre. Councillors expressed concerns about the possible infection risks of using car park machines.

#### **47/20 COMMUNITY LEAD LOCAL DEVELOPMENT (CLLD) – CATTLE MARKET MAKERS**

**PROJECT a. 12th May 2020 Special Council** Following the advice from the Cornwall Association of Local Councils (CALC), the Town Council voted on the individual aspects of the project that had been presented at the 12<sup>th</sup> May 2020 Special Council meeting. The Mayor proposed, Councillor Cassidy seconded, and the Council **RESOLVED** to **RATIFY** the application form as submitted.

The Mayor proposed, Councillor Cassidy seconded, and the Council **RESOLVED** to **RATIFY** the spreadsheets as submitted.

The Mayor proposed, Councillor Cassidy seconded, and the Council **RESOLVED** to **RATIFY** the draft Heads of Terms as submitted.

The Mayor proposed, Councillor Cassidy seconded, and the Council **RESOLVED** to **RATIFY** the Equality and Diversity Policy.

**b. draft Heads of Terms and c. Collaboration Agreement** – The Mayor reported that the wording of these had not yet been finalised and a meeting was being sought with Cornwall Council to do so. Community Lead Local Development (CLLD) Programme Management had indicated that they could work with draft documents when assessing the application. If necessary, they could issue a grant offer letter with conditions that the completed Head of Terms and Collaboration Agreement were received.

It was agreed that the Heads of Terms and Collaboration Agreement would be presented to the 28<sup>th</sup> July 2020 Town Council meeting for approval.

**d. Memorandum of Understanding (MoU) Plymouth College of Art** – The Mayor proposed, Councillor Smith seconded, and the Council **RESOLVED** to approve the draft Memorandum of Understanding with Plymouth College of Art.

**e. Specialist VAT Advice** – Following consideration of the options, Councillor Smith proposed, Councillor Cassidy seconded, and the Council **RESOLVED** to appoint Contractor A to provide specialist VAT advice. The budget to come from the General Reserve.

**f. Feedback from the CLLD Programme Management** – It was noted and commented that there would be an opportunity cost to setting up the project. The Town Clerk will provide further information on the expected impact on his time.

**48/20 RECYCLING BINS (Working Party recommendation)** – Following discussions, Councillor Cassidy proposed, Councillor Goldsworthy seconded and the Council **RESOLVED** not to take over the recycling bins and monitor the impact of their removal 3 months after the start of the new contract.

**49/20 DOG / LITTER BINS** – Following extensive discussion, Councillor Ambler proposed, Councillor Smith seconded and the Council **RESOLVED** to agree that half of the cost of the initial provision of the bins could be covered by the Town Council’s Street Furniture budget and the other half from the Cornwall Council ward members from their Community Chest (Cllr Pascoe Looe Mills/Moorswater and Cllr Hawken Lake Lane). The initial costs to be taken from the Street Furniture budget ongoing revenue costs to be included in future budget setting processes. Proposals for a possible bin on Old Road will be brought to the next meeting.

21.50 Councillors Goldsworthy and Ambler left the meeting.

**50/20 GUILDHALL FIRE DOORS** – Following discussion, Councillor Smith proposed, Councillor Cassidy seconded, and the Council **RESOLVED** to accept Contractor C and increase the budget by £5,000 to be taken from the General Reserve.

21.55 Councillors Goldsworthy and Ambler returned to the meeting.

Noted that the Guildhall Tenants report be moved to PARTII.

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

**51/20 RFO TRUSTS REPORT** – The report was noted.

**52/20 FIBRE PROVISION AT FORESTERS HALL** – Councillor Cassidy proposed, Councillor Ambler seconded, and the Council **RESOLVED** to appoint Contractor A.

**53/20 COMMITTEE MEETINGS** – Following confirmation that 7.30 pm be retained for the start time of meetings, Councillor Cassidy proposed, Councillor Smith seconded and the Council **RESOLVED** that we continue with monthly Council meetings (replacing Finance, Economic Development & General Purposes Committee with a Council meeting) and restart the committee cycle for Communications & Engagement and Facilities Committee.

**54/20 RECORDING OF MEETINGS** – Following discussion, Councillor Cassidy proposed, the Mayor seconded and the Council **RESOLVED** to adopt the policy that recordings being retained for 12 months and individuals be offered access to the recording in the office and if not suitable a 3 day link.

**55/20 SCHEDULE OF PAYMENTS** – The Mayor proposed, Councillor Cassidy seconded and the Council **RESOLVED** to approve the schedule of payments.

20.10 Councillors Ambler, Goldsworthy and Smith left the meeting.

**56/20 Policy for Contracts involving Councillors** – It was noted that the meeting was inquorate. The item was deferred to the 28<sup>th</sup> July 2020 Council meeting at an earlier point on the agenda than the agenda for this evening.

20.16 Councillors Ambler, Goldsworthy and Smith returned to the meeting.

**57/20 REGISTER OF DELEGATED DECISIONS** – Noted.

**58/20 COVID19 STANDING ORDERS AND FINANCIAL REGULATIONS – a. Standing Orders**

Councillor Cassidy proposed, Councillor Ambler seconded, and the Council **RESOLVED** to extend the permissions on Standing Orders for one month.

b. Financial Regulations – Councillor Cassidy proposed, Councillor Smith seconded, and the Council **RESOLVED** to extend the permissions on Financial Regulations for one month.

**59/20 CORNWALL COUNCIL PLANNING DECISIONS** – Noted.

**60/20 CORNWALL COUNCILLOR UPDATES** – it was agreed to supply by e-mail.

**61/20 CORRESPONDENCE** – Noted.

**62/20 DATE OF THE NEXT MEETING** – 28<sup>th</sup> July 2020 at 7.30pm.

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

**63/20 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:

**GUILDHALL TENANTS** – to receive an update.

**LAND AT MAUDLIN FARM** – to report the advice of the Councils Solicitor and the further information from Cornwall Council.

**64/20 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 Smith seconded, and the Council **RESOLVED** to adopt the resolutions.

**GUILDHALL TENANTS** – to accept the recommendations as presented.

**LAND AT MAUDLIN FARM** – to hold a meeting with Cornwall Council to find a way forward.