

DEPUTY TOWN CLERK'S REPORT

5. Deputy Town Clerk's Update

Report on items from 11 July 2024 committee meeting not already on the agenda – for information

Youth Council

The next meeting is on Wednesday 16 October at 7pm at the Public Hall. The Youth Council are looking forward to being involved in the skatepark project.

Active Travel Update

The Active Travel Group met with officers from the Transport Team at Cornwall Council (CC) and Cormac engineers on Wednesday 17 July to view detailed designs for routes 1 (railway station/Barras St/Callington Rd) and 4 (Charter Way/Plymouth Road) of the LCWIP. Cormac are now making revisions following feedback and doing costings. The group are due to view them again 11 September, after which they should be ready for public consultation.

Christmas Lights

The working group monitoring the Blachere Christmas Lights contract met on Friday 26 July. The new lighting columns on Dean Street (with the waterproof sockets, isolation and timers), and a new lighting column power supply on Baytree Hill have been installed by Cornwall Council and Enerveo and the test certificates are due to be issued this week. The new columns on Dean Street will carry the new column mounted Christmas light features to replace the cross street. A new Unmetered Meter Point Administration Number (MPAN) and certificate has been issued by National Grid, and the supply will be provided by SSE.

Neil Tucker has installed new external power supplies at Foresters Hall and the Guildhall.

6. Museum Report

c). To discuss Councillor training on museum accreditation

Our external museum mentor and museum development officer has offered to deliver a session on accreditation to the councillors to help them better understand the benefits, process and requirements. She is unable to attend an evening meeting but has asked if Councillors would like to attend a daytime session or a half an hour Teams meeting. but she is unable to attend the meetings in the evenings.

8. Budget Monitoring 2024/25

To receive and accept a budget report to 31 July 2024

Attachment 8. Budget Monitoring to 31.7.24

On target spend should be at 33.33%

The following points should be noted:

- PAYE and NI (4010) only one month's expenditure is currently shown
- Pension (4020) only 3 months expenditure shown
- Christmas Lights (4595) the invoice for hire of the lights for 2024 has been paid.

Recommendation: to accept the budget report

9. Events

- d) Looe Valleys Festival (April 2025) – to consider how the Town Council could take part and support this.

A legacy group from the Moor to Sea/Smugglers Way project involving town and parish councils in the Looe Valley, other community organisations, local businesses, and stakeholders, met on 16 July to discuss a joint project for a month long festival in April 2025 encompassing conservation, environment, art, walking, heritage, education, culture and entertainment. This is the brief:

Looe Valleys Festival – We are of this place – April 2025

Month-long Festival of events and activities in the Looe Valleys

Working title 'We are of this place' – may change

Experiencing, celebrating, protecting and sharing the places we live in and love

A community festival with something for everyone who lives here, to take part, contribute and learn

Taking place across the Looe Valleys, their rivers, villages, towns and rural places

Organised by Looe Valley Partnership who will:

- *Organise and promote the events programme*
- *Proactively reach out to community groups who might develop activities*
- *Pull together and widely distribute a Festival Programme*
- *Promote the Festival through traditional and social media, local newsletters etc*
- *Raise (modest) grant funds for admin and materials costs*

Supported by Liskeard and Looe Tourist information Centres (tbc) who will:

- *Produce the Festival Programme, in print and online*
- *Help distribute through their networks*

Event ideas:

these are just an initial brainstorm – change, add to and refine this section as we go

Theme	Ideas and notes	Lead organiser
Guided walks	At least one in every Parish	Parish Councils?
	Smugglers Way day walk	Mark?
	At least one wheelchair accessible walk	Rachel?
	Coastal walk / rockpool ramble	Looe MCG
	Not a walk, but what about something on the water? Kayak trip?	
Creative arts	Photography event – open submissions and exhibition	Helen?
	Performance – spoken word	Caleb?
	Performance – drama/youth	Engage schools and youth theatre groups
	Performance – music – come and sing	Local choirs
	Something in local care / nursing homes	
Food and farming	Something on regenerative farming – visit, talk	Kevin? Talk to Duchy College and NFU?
	Foraging event	
	Local produce market	Farm shops? Producers?
	Big Lunch in every village/town	Parish Halls, churches? Link up to Eden Project for support
	Open Gardens	Gardening clubs?
Heritage and history		Museums?
	Industrial heritage – Moor to Sea	World Heritage Site? Rail Partnership? Iain? Deborah?
Environment	Get involved conservation activities (school holidays)	Wildlife Trust? Kilminorth Ranger? Deerpark ranger? Looe MCG?
	Water quality day	Looe MCG?
	Lost Rainforests talk / walk	Guy Shrubsole?

10. First Aid cover for road closure events

To approve a contractor to provide first aid cover for the Remembrance Parade and Nadelik Lyskerrys – ***update awaited more details to follow***

12. Communications Policy

Attachment 12. Communications Policy

To review and approve the Communications Policy

Some minor amendments have been made to the policy to update it.

Recommendation: To approve the Communications Policy

13. Community Engagement Strategy

Attachment 13. Community Engagement Strategy

To review and approve the Community Engagement Strategy

Some minor amendments have been made to the policy to update it.

Recommendation: To approve the Community Engagement Strategy

14. Publication Scheme (LTC)

Attachment 14. Publication Scheme

To review and approve the Publication Scheme (LTC)

Some minor amendments have been made to the policy to update it.

Recommendation: To approve the Publication Scheme (LTC)