

LISKEARD TOWN COUNCIL

AT A MEETING of the **TOWN COUNCIL** held in the Council Chamber on Tuesday 18 March 2014 at 7.30 pm there were present:

The Mayor - Councillor Sue Pike - in the Chair

The Deputy Mayor - Councillor Phil Seeva

Councillors: - Ian Goldsworthy, Adam Hodgkins, Roger Holmes, Sally Hawken, Jane Pascoe, Anne Purdon, James Shrubsole, Lorna Shrubsole, Hella Tovar and Christina Whitty

The Town Clerk - Mr Andrew Deacon

Minute Clerk - Mr Stuart Houghton

Members of the Public - Ray Meadows and Denise Larner

Members of the Press - Viv Twornicki, Cornish Times

Before the commencement of the meeting, the Mayor invited Councillor Purdon to lead with prayers

The Mayor then convened the Council and informed as to Housekeeping matters

/13 OPEN SESSION

No members of the Public present wished to address the Council.

/13 APOLOGIES

Apologies were received from Councillors Rachel Brooks, Tony Powell and Nick Mallard.

An apology was also received from Cornwall Councillor Mike George.

/13 DECLARATIONS OF INTERESTS, REGISTERABLE AND NON REGISTERABLE

No declarations of interests were made.

/13 MAYORS REMARKS

The Mayor reported that she had had another busy month and had attended many functions and events in the Town, including

- the St Pirans Day celebration in the Parish Church
- the Cancer Research Art Exhibition, where she was impressed by the stunning quality of the work and the effort put into the event

- the Community College, twice, as a part of their cooperative learning trust. This was a worthwhile event which she encouraged Councillors to join, the College was looking to work with businesses in the Town
- the Clean Liskeard group which was in the process of arranging their details and procedures
- many Neighbourhood Plan meetings
- an event in the Town for the Caradon Hill Heritage Trail Project when walks and cycleways around the area were unveiled.
- The Walkers are Welcome group also joined this event and Stuart House and the Museum had associated displays
- The Mayor also attended a meeting of Liskeard and Looe Community Network Panel where she learnt about the proposed termination of the Mobile Library. Recent cuts showed that the mobile library would only be able to visit the recognised stops for ten minutes every two months, which was totally unworkable

Other items discussed at this meeting included

- Liskeard was a rural Town, grants were available for projects that would enhance the lives of residents
- Cornwall Council would be holding a public consultation session about the proposed Travellers site to be located in an adjoining Parish close, to Liskeard.

/13 MINUTES OF THE MEETING OF THE TOWN COUNCIL HELD ON 18 FEBRUARY 2014

Correction

Page 1 Minute 748/13, 3rd paragraph

Change County To Cornwall

Councillor L. Shrubsole proposed, Councillor Whitty seconded and the Council **RESOLVED** that the Minutes of the Meeting of the Town Council held on Tuesday 18 February 2014 be adopted.

/13 MATTERS ARISING

1. Signage (Minute 754/13(e))

A meeting of the small Committee elected to deal with this item, would be held on Thursday 27 March 2014. Ron Waxman and a representative of SECTA had also agreed to join the Committee.

Councillor Holmes stated that Safer Liskeard and Cornwall Council were looking to simplify signs around the Town, if required, the Cornwall Councillors could provide a contact name for the work on signage to be co-ordinated.

2. Training (Minute 757/13)

The Mayor reported that the training that had been arranged for Councillors had to be cancelled, as the trainer had been taken ill. New dates would be arranged. Cornwall Councillors Holmes and Hawken both could not attend on 1 May 2014.

/13 COMMITTEE REPORTS

a) PLANNING COMMITTEE HELD ON TUESDAY 18 FEBRUARY 2014

Councillor Purdon proposed, Councillor Tovar seconded and the Council noted the Minutes of the Planning Committee Meeting held on Tuesday 18 February 2014.

Members **RESOLVED** to **APPROVE** the **RECOMMENDATIONS** made in Minute 744/13 (Applications for Consideration).

b) FINANCE AND STRATEGY COMMITTEE MEETING TUESDAY 25 FEBRUARY 2014

Councillor L. Shrubsole proposed, Councillor Hodgkins seconded and the Council noted the Minutes of the Finance and Strategy Committee Meeting held on Tuesday 25 February 2014.

Updates

Quotes and Tenders (Minute 777/13)

The Town Clerk reported that the details were being assembled for the new Quotes and Tender register.

CCTV Maintenance Contract (Minute 778/13)

The Town Clerk had also contacted Cornwall Council about the viability of transferring the air conditioning units to the Police Station.

Resolution

The Council **RESOLVED** to enter into a Maintenance Contract with ESSA for the CCTV system, as their Option 3 as circulated.

c) MUSEUM MANAGEMENT COMMITTEE MEETING MONDAY 3 MARCH 2014

Councillor Goldsworthy proposed, Councillor Tovar seconded and the Council noted the Minutes of the Museum Management Committee held on Monday 3 March 2014.

Resolutions

1. The Council **RESOLVED** that the Museum adopt the Documentation Policy.
2. The Council **RESOLVED** that the Museum adopt the Collections and Development Policy.
3. The Council **RESOLVED** that the Museum adopt the Care and Conservation policy.
4. The Council **RESOLVED** that the Curator, Town Clerk and Chair of the Museum Management Committee be authorised to complete the CHAP Project within the remaining budget.

d) PLANNING COMMITTEE MEETING TUESDAY 4 MARCH 2014

Correction

Affordable Housing (Minute 811/13)

Fifth paragraph

Councillor Hawken said.....

add “of %” between “prepared a list” and “of affordable homes.”

Councillor Purdon proposed, the Mayor seconded and the Council noted the Minutes of the Planning Committee Meeting held on Tuesday 4 March 2014.

e) COMMUNICATION AND ENGAGEMENT COMMITTEE MEETING TUESDAY 4 MARCH 2014

Councillor Holmes proposed, Councillor Tovar seconded and the Council noted the Minutes of the Communication and Engagement Committee Meeting held on Tuesday 4 March 2014.

Matters Arising

Easter Activity Leaflet

Concerns were expressed by several Councillors about the Easter Activity Leaflet that was proposed to be produced by the Communication and Engagement Committee. A lengthy debate followed;

- Information provided indicated that this was being produced in conjunction with Stuart House and the Liskerrett Centre
- The Council should not finance a publication for other organisations

- This could create a precedent for the future
- Public perception was important and some Councillors had connections with the Liskerrett Centre and Stuart House, no declarations of interest had been made
- The Council had not resolved to produce this leaflet
- The Council should see a draft of the proposal for approval
- Were any of the other organisations who's activities were to be included contributing to the cost of the leaflet
- Organisations whose events were not included might consider that the Council had shown favouritism
- It had been suggested that this matter would have been better served by the Town Forum
- The TIC already actioned this information by placing it on the Town Councils Website
- The TIC already publicised the activities of other organisations in the Town, this was just an extension of that activity
- Organisations in the Town were happy that the TIC had taken this action
- Support was expressed for the principle behind producing the leaflet, it was a good motive
- The whole Town would benefit if the leaflet was produced
- The Council had no power to produce this leaflet, normal procedures had not been followed
- As this was outside of the powers of the Council, Members could be personally liable for the costs

Councillor Holmes proposed, Councillor Hawken seconded that the Easter Activity Leaflet be produced, as a one off trial. The proposal was **DEFEATED** by 5 votes for and 7 against.

Resolution

1. The Council **RESOLVED** that the TIC adopt the TIC Shop Policy.

f) PROPERTY COMMITTEE MEETING HELD ON TUESDAY 11 MARCH 2014

Councillor Goldsworthy proposed, Councillor Tovar seconded and the Council noted the Minutes of the Property Committee Meeting held on Tuesday 11 March 2014.

Matters Arising

Councillor Hawken raised two points

1. No resolutions were recorded concerning Mr Colliass
2. There was no description of the items discussed under Part II of the meeting

The Town Clerk replied that the Minutes recorded the action carried out concerning Mr Colliass and that the items discussed under Part II would be itemised in future Minutes.

Resolution

The Council **RESOLVED** that the Finance and Strategy Committee should amend the format of the internal budget reports to show meaningful information.

/13 SIGNING OF LEASE FOR NO 3 ARCADE SHOP

The Town Clerk asked if any Members had any objection to the Mayor and Town Clerk signing the lease for NO 3 The Arcade. No objections were given, the Mayor and Town Clerk signed the lease.

/13 NEIGHBOURHOOD PLAN

Councillor J. Shrubsole gave an update of the work of the Neighbourhood Plan Sub-Committee.

The production of the Plan presented a great opportunity for the community to determine important aspects of future developments; it gave power to decide what it wanted to happen rather than the decision being made elsewhere. For the first time a locally produced Plan would have legal weight enabling the community to make its own decisions on land use, employment, open spaces and affordable housing policy. The producers of the Plan would work closely with Cornwall Council and the final Plan would be accepted by the community by a referendum. Progress to date included;

- Cornwall Council had been notified of the intention to produce the Plan
- Public engagement strategy agreed and implementation started i.e Website and publicity material
- Discussion with Cornwall Council for Site Options, the Plan would initially be based on option 3, on the papers circulated, with option 4 being available should it be required. This would give the Plan credibility in term of full involvement of the community in Planning Policy
- The inclusion of the site Allocations would follow the NPPF guidelines and the Town Plan 2008, the emerging Cornwall Local Plan and the draft Town Framework
- Guidelines had been prepared by the Government
- Cornwall Council had a strong support team to offer advice and guidance
- The Neighbourhood Plan Team were fortunate to have an experienced Project Manager to lead them, who was giving his time as a volunteer.

Councillor J. Shrubsole proposed, Councillor Pascoe seconded and the Council **RESOLVED** that the Neighbourhood Plan should include the site allocations as an integral part of the Neighbourhood Plan.

/13 AFFORDABLE HOUSING

Councillor Purdon reported that a comprehensive letter had been sent to Cornwall Council to state this Councils' views on their Affordable Housing Policy. She offered the Council's thanks to Councillors L. and J. Shrubsole for the assistance they had given to the Town Clerk in the drafting of the letter.

/13 CC PLANNING DECISIONS

The decisions as Addendum 1 were noted.

It was also noted that an item for Belgrave Terrace had not been presented to this Council for consideration. The Town Clerk reported that he had written to complain to Cornwall Council about this, as it was not the first time this had occurred. To date he had not received any response.

/13 ACCOUNTS

The Accounts as Addendum II were noted.

/13 OTHER REPORTS

a) Town Forum Meeting Wednesday 29 January 2014

The Minutes of the Town Forum meeting held on Wednesday 29 January 2014 were noted.

b) Town Team Report

A report from the Town Team was not available.

/13 LISKEARD AND LOOE COMMUNITY NETWORK

The Mayor reported that she has attended the last meeting at the St Keyne Village Hall, and thanked Councillor Hawken for insisting that she attended. It had been interesting and worthwhile and she had met Councillors and Clerks from adjoining parishes. She had found the discussions about the proposed travellers site in the adjoining parish and the cutbacks in the mobile library service to be illuminating and had discussed our Neighbourhood Plan with members of the Menheniot Council. They had concerns about wind turbines and the traveller's site and wish to discuss these common matters with us.

/13 VERBAL REPORT ON THE PLANNING MEETING HELD EARLIER THIS EVENING

Councillor Purdon reported that there had been no applications to consider. The Minutes of the previous meeting had been agreed and they had discussed a proposed name for the Persimmon Homes development.

Councillor Purdon had suggested Trevethan Meadow, based on Cornish for Homemeadow (Tre = home. Vethan = meadow).

The Committee had **RESOLVED** that the Town Clerk propose this name to Persimmon Homes.

/13 CORRESPONDENCE

The Correspondence schedule was circulated.

The Town Clerk informed the Council that Grant Thornton, auditors, had notified him of an interim audit and that the annual Return had to be approved by 30 June 2014.

An internal audit was planned for 26 April 2014.

/13 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, it was **RESOLVED** that the Press and Public be excluded from the meeting for the following item of Business.

/13 ITEMS REFERRED FROM THE MAIN PART OF THE AGENDA

1. Country Produce Market
2. Personal Injury Accident December 2013

/13 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960

Pursuant to Public Bodies (admission to meetings) Act 1960 it was **RESOLVED** that the members of the Press and Public be re-admitted to the Meeting.

Members ratified the discussions held in closed session.

13 DATE OF NEXT MEETING

The next meeting of the Town Council would be held on Tuesday 15 April 2014 at 7.30 pm in the Council Chamber.

