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Launceston Town Council  
The Town Hall  
Launceston  
Cornwall PL157AR

**To: All Launceston Town Councillors**

cc Cornwall Councillors (Jade Farrington, Gemma Massey, Adam Paynter), Chris Sims (Community Link Officer), Scott Mann MP, Honoured Burgess (Arthur Wills), Sgt Aaron Ward, PC Steve Stoppard (Launceston Police), Irena Jordi-Slater (Chairman, Chamber of Commerce), members of the press (Amy Dennis, Graham Smith).

**You are summoned to attend a meeting of Launceston Town Council to be held on Tuesday 20 February 2018 at 7pm in the Guildhall, Launceston. The agenda for the meeting is set out below.**

Christopher Drake  
Town Clerk

Date of issue: 14 February 2018

**AGENDA**

This meeting has been advertised as a public meeting and as such could be filmed or recorded by broadcasters, the media or members of the public. Please be aware that whilst every effort is taken to ensure that members of the public are not filmed, we cannot guarantee this, especially if speaking or taking an active role in the meeting.

**1. Apologies for absence**

**2. Declarations of Interest**

Councillors are reminded that if a councillor has a registered disclosable pecuniary interest, or a non-registerable interest, in any agenda item s/he must leave the room while that item is discussed, unless a written request for a dispensation has been received. The Council will consider those requests at this point.

**3. Launceston Foodbank**

To meet and receive a presentation from the Launceston Foodbank Project Manager on the work of the Foodbank

**4. Public Representation Session**

An opportunity for local residents to make representations to the Council or to ask questions relating to items on the agenda. (Please note that a maximum time of 15 minutes will be allowed for this session and there is a time constraint of 5 minutes per speaker)

**5. To confirm and sign the minutes of the last meeting previously circulated:**

(i) Minutes of the Meeting of the Council meeting held on 16 January 2018 at 7pm

**6. To receive the minutes of committees and sub-committees previously circulated:**

i) Planning and Economic Development committee held on Thursday 11 January 2018 at 7pm

- ii) Planning and Economic Development committee held on Thursday 25 January 2018 at 7pm
- iii) Estates and Properties committee held on Monday 5 February 2018 at 10am

**7. Reports from Cornwall Councillors**

To receive reports from Cornwall Councillors on matters of policy or major decisions affecting Cornwall in general and Launceston in particular

**8. Reports and Questions from Town Councillors**

To receive reports from councillors representing the Town Council on outside bodies, or having attended meetings on behalf of the Council

**9. Report from the Town Mayor**

To receive the Mayor's Monthly Report

**10. Supplementary Paper to the Boundary Commission**

To consider the Report from the Town Council's Boundary Review Working Party to submit an additional response to the Boundary Commission (copy attached)

**11. Dog Fouling**

To consider Report 02/18 regarding the above (copy attached)

**12. Draft Annual Report**

To consider Report 03/18 regarding the above (copy attached)

**13. Battle's Over - A Nation's Tribute and the Silent Soldier Campaign**

To consider Report 04/18 regarding the above (copy attached)

**14. Progress and Information**

To consider Report 05/18 regarding the above (copy attached)

**15. Correspondence and matters to note**

Additional information can be provided at the meeting if required.

1. To note the Town Council's venues usage (copy attached)
2. To agree Councillor attendance at the Councillor surgeries for March, April and May
3. To note the letter from St Stephen by Launceston Rural Parish Council to the Rt Hon Jeremy Hunt MP - Secretary of State for Health and Social Care (copy attached)
4. To note the letter of thanks from Chicks for the Town Council's Grant (copy attached)

**16. Urgent Items**

To receive any items which the Mayor considers to be urgent (information only)

**Date of next Meeting**

The next Full Council meeting will be held in the Guildhall on Tuesday 20 March 2018 at 7pm.