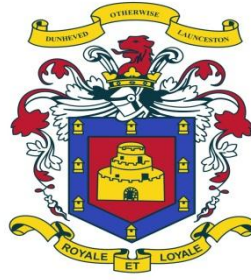


Town Clerk R E Skinner  
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Launceston Town Council  
The Town Hall  
Launceston  
Cornwall PL157AR

**To: All Launceston Town Councillors**

cc Cornwall Councillors (Jade Farrington, Gemma Massey, Adam Paynter), Chris Sims (Community Link Officer), Scott Mann MP, Mayor's Chaplain (Revd Mary Williamson), Honoured Burgesses (Arthur Venning, Arthur Wills), Sgt Aaron Ward, PC Steve Stoppard (Launceston Police), Vicky Geach (Chairman, Chamber of Commerce), members of the press (Amy Dennis, Dan Allen).

**You are summoned to attend a meeting of Launceston Town Council to be held on Tuesday 21 June 2016 at 7pm in the Guildhall, Launceston. The agenda for the meeting is set out below.**

Rita Skinner  
Town Clerk

Date of issue: 16 June 2016

**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. In exceptional circumstances the Town Clerk has delegated authority to allow a dispensation under section 8e of the Council's Standing Orders.

**3. 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)

**4. To confirm and sign the minutes of the last meetings previously circulated:**

Minutes of the Annual Meeting of the Council meeting held on 12 May 2016 at 2pm and adjourned to 13 May 2016 at 7pm

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

- a Tourism and TIC Management Committee held on Tuesday 10 May 2016 at 10am
- b Planning and Economic Development Committee held on Thursday 19 May 2016 at 7pm
- c Properties Committee held on Friday 3 June 2016 at 10am
- d Environment and Open Spaces Committee held on Monday 6 June at 10am
- e Finance and General Purposes Committee held on Wednesday 8 June 2016 at 7pm
- f Planning and Economic Development Committee held on Thursday 9 June at 7pm
  
- g Lawrence House Museum Management Committee held on Monday 6 June at 7pm (as Trustee)

**6. Launceston Library**

Draft proposal to Cornwall Council (attached)  
Community Network meeting - Devolution fund

**7. Newport**

To agree priorities for the regeneration of Newport Industrial Estate as a basis for discussion with Cornwall Council and the LEP and to nominate councillor/s to write a short report

**8. Mayors of Cornwall**

To note the minutes of a meeting of the Mayors of Cornwall held on 3 May and to consider the position of Launceston Town Council in relation to this group.

**9. Rota for surgeries**

Rota for Saturday 9 July, Saturday 13 August and Saturday 10 September

**10. Launceston Show Thursday 28 July**

To allocate tickets (6) for councillors to attend to assist with the Town Council stand

**11. Cornwall Council public transport survey**

To consider the Town Council's response to the public transport survey (previously circulated)

**12. Strengthening Local Government Transparency**

To consider a response to the consultation document on Local Government Transparency, or to delegate this to one or more councillors

**13. Support for the Mayor of Dunkirk (refugee crisis)**

A request to support the Mayor of Dunkirk in his efforts to provide for refugees in his town

**14. Support for Camborne Town Council**

A request from the Town Clerk of Camborne Town Council to support that Council's application for a freehold transfer of an asset

**15. Correspondence and matters to note**

Additional information can be provided at the meeting if required.

Town Hall bookings for April and May 2016 (attached)

Letter of thanks for grant from Launceston Carnival, Charles Causley Festival,

Letter of thanks for assistance in finding a grave

Cornwall Community Flood Forum (attached)

Shaping the Future of Health and Social Care in Cornwall and the Isles of Scilly (attached)

**16. 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

**17. 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, including:

Cllr Bugden Cawsey – Launceston Chamber

Cllr O'Brien – Community Network Panel

**18. Report from the Town Mayor**

To receive the Mayor's Monthly Report

**19. Report from the Town Clerk**

Leadership in Action conference/EGM of the Society of Local Council Clerks  
Charles Causley Trust – Spark to Flame project funding

**20. Urgent Items**

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

**21. Exclusion of members of the press and public**

To **resolve** that under s1(2) of the Public Bodies (Admission to Meetings) Act 1960 that the public and press be excluded from the meeting for the following items as they involve the likely disclosure of confidential information.

**22. Minutes of the meeting of the Staffing Committee**

To receive and adopt the minutes of the Staffing Committee held on Monday 6 June at 9am, previously circulated

**23. Temporary Staff**

To agree to the appropriate employment of temporary staff to provide office cover until 31 August

**24. Launceston Ambulance Hall**

To consider the letter from the Trustees to the Chief Executive of the St John Ambulance and to determine the Council's position on the proposals for the future of the Hall (attached)

**Date of next Meeting**

The next Full Council meeting will be held in the Guildhall on Tuesday 19 July 2016 at 7pm