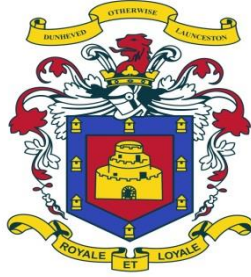


Town Clerk C W Drake  
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Launceston Town Council  
The Town Hall  
Launceston  
Cornwall PL157AR

**To: All Launceston Town Councillors**

**You are summoned to attend a meeting of Launceston Town Council to be held on Tuesday 21 March 2017 at 7pm in the Guildhall, Launceston. The agenda for the meeting is set out below.**

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), Sue Isseleib (Chairman, Chamber of Commerce), members of the press (Amy Dennis, Graham Smith)

Christopher Drake  
Town Clerk

Date of issue: 15 March 2017

#### **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 meeting previously circulated:**

Minutes of the Meeting of the Full Council held on 21 February 2017 at 7pm  
Minutes of the Extraordinary Meeting of the Council held on 9 March 2017 at 7pm

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

Minutes of Annual Meeting of Burial Authority held on 21 February 2017 at 8.50pm  
Planning and Economic Development Committee held on Thursday 23 February 2017 at 7pm  
Lawrence House Management Committee held on Monday 6 March 2017 at 7pm  
Tourism and Information Services Committee held on Tuesday 7 March 2017 at 10am

Estates and Properties Committee held on Monday 13 March 2017 at 10am

**6. Request for Business Rates Exemption on Public Toilets**

To consider that the Town Council calls upon Cornwall Council to exempt all public toilets from business rates with effect from April 2018

**7. Annual Town Meeting**

To request reports from councillors for the Annual Town meeting on Thursday 20 April

**8. Speakers at Council Meetings**

To consider that the Council only extend invitations to speakers to address the Council if they are prepared to take questions from Councillors (copy attached)

**9. Proposed Charles Causley Highways Signage**

To note the details and agree the support of the proposed highways signage (copy attached)

**10. Lawrence House Year End Accounts**

To agree the audited accounts for year ending 31 March 2016 (copy attached)

**11. Interim Internal Audit Report**

To note the report (copy attached)

**12. Correspondence and matters to note**

Additional information can be provided at the meeting if required.

- Draft Customer Promise - copy attached

**13. 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

**14. 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

**15. Report from the Town Mayor**

To receive the Mayor's Monthly Report

**16. Urgent Items**

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

**17. 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 item as it involves the likely disclosure of confidential information.

**18. Launceston Youth Partnership**

To receive an update from the Clerk concerning the above

**Date of next Meeting**

The next Full Council meeting will be held in the Guildhall on Tuesday 18 April 2017 at 7pm.