

Town Clerk C W Drake  
Telephone 01566 773693  
[admin@launceston-tc.gov.uk](mailto:admin@launceston-tc.gov.uk)  
[www.launceston-tc.gov.uk](http://www.launceston-tc.gov.uk)



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 June 2017 at 7pm in the Guildhall, Launceston. The agenda for the meeting is set out below.**

Christopher Drake  
**Town Clerk**

Date of issue: 14 June 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.

**3. Co-option to the Council**

To co-opt a Councillor to represent the South Ward

**4. Representation on Committees and Outside Bodies**

To agree the position for the vacancy on the Finance and General Purposes committee, the Lawrence House Management committee, the Tourism and Information Services committee and Outside Body representation for Police Liaison and the Town CCTV committee

**5. 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)

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

Minutes of the Annual Meeting of the Council meeting held on 16 May 2017 at 7pm

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

- i) Planning and Economic Development Committee held on Thursday 18 May 2017 at 7pm
- ii) Estates and Properties Committee held on Monday 5 June 2017 at 10am
- iii) Lawrence House Management Committee held on Monday 5 June 2017 at 7pm
- iv) Planning and Economic Development Committee held on Thursday 8 June 2017 at 7pm

**8. Resolution of Annual Return**

To confirm the agreed resolutions

- (i) 1705/43 - Annual Return Annual Governance Statement 2016-2017
- (ii) 1705/44 - Annual Return Annual Accounting Statements 2016-2017

**9. Liaison with and support for the voluntary sector**

To consider a matter to be proposed by Cllr O'Brien

**10. Lanstephan Play Area**

To note that the transfer of the site to the Town Council is now complete and to consider the request from the Residents Association for the installation of additional equipment (attached)

**11. Electoral Review of Cornwall**

To consider the Boundary Commission for England electoral review on Cornwall Council.

The electoral review is being undertaken to decide:

- Total number of councillors elected to the council.
- Boundaries of all electoral divisions represented by councillors.
- Number of councillors elected to each division.
- The name of each division.

The Commission has proposed that 87 councillors should be elected to Cornwall Council in the future and once the actual number has been agreed then consideration will be given to new division boundaries

The Town Council is being asked to consider

1. Do you think 87 is the right number of councillors to be able to take decisions effectively?
2. Would a council size of 87 enable the Council to represent the interests of all Cornwall's communities?
3. If you don't agree that Cornwall should be represented by 87 councillors, what would your alternative number be, and why?

The closing date for submissions on councillor numbers is 7 August 2017. Following this the Commission will begin a public consultation on new warding arrangements, which is expected to run from 26 September 2017 to 4 December 2017. After considering all representations made during this consultation, the Commission intends to publish draft recommendations in March 2018. There will then be a further period of consultation on the draft recommendations. Final recommendations are expected to be published in July 2018. The new electoral arrangements will come into effect at the local elections in 2021.

**12. Rota for surgeries**

Rota for Saturday 8 July, Saturday 12 August and Saturday 9 September

**13. Launceston Show Thursday 27 July**

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

**14. Correspondence and matters to note**

Additional information can be provided at the meeting if required.

- Letter of thanks for grant from Launceston Carnival and CHICKS
- Request for advertising board in town Square (attached)

- Flying the Red Ensign for Merchant Navy Day (attached)

**15. 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

**16. 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

**17. Report from the Town Mayor**

To receive the Mayor's Monthly Report (copy attached)

**18. 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 18 July 2017 at 7pm