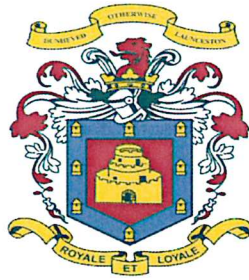


Town Clerk C W Drake  
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Launceston Town Council  
The Town Hall  
Launceston  
Cornwall PL157AR

**To: All Launceston Town Councillors**

**You are summoned to attend a meeting of Launceston Town Council to be held on Tuesday 20 December 2016 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 Burgesses (Arthur Venning, 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: 14 December 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 meeting previously circulated:**

Minutes of the Meeting of the Full Council held on 15 November 2016 at 7pm

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

AGM of Council as Trustee of Lawrence House Museum held on 15 November 2016 at 8.10pm  
Planning and Economic Development Committee held on Thursday 1 December 2016 at 7pm  
Lawrence House Management held on Monday 5 December 2016 at 7.00pm

Finance and General Purposes Committee held on Wednesday 7 December 2016 at 7pm

**6. Budget and precept 2017-2018**

To agree the budget for 2017-2018 and the precept of £468,128 (copy attached)

**7. Draft protocol for meetings with Cornwall Council and similar organisations**

To consider a draft protocol regarding the above (copy attached)

**8. Council Elections – May 2017**

To note the report regarding the potential cost implications for the May elections (copy attached)

**9. Battle's Over - A Nation's Tribute and WWI Beacons of Light**

To agree the Town Council's involvement in the World War 1 Beacons of Light commemoration (details attached)

**10. Correspondence and matters to note**

Additional information can be provided at the meeting if required.

- Town Hall bookings – November
- To note that under Regulation 26 of the Town and Country Planning (Local Planning) (England) Regulations 2012, Cornwall Council adopted its Local Plan on 22 November 2016
- Thank you letters received for the Christmas Community lunch (attached)
- To note the letter from Parsons Brinkerhoff regarding the Kensey Vean retaining wall strengthening and consider any response (attached)

**11. 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

**12. 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

**13. Report from the Town Mayor**

To receive the Mayor's Monthly Report

**14. 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 24 January 2017 at 7pm.