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Launceston Town Council
The Town Hall
Launceston
Cornwall PL15 7AR

**MINUTES OF THE ESTATES & PROPERTIES COMMITTEE MEETING
Held on 1 October 2018
at 10am in the Town Hall.**

PRESENT: Cllrs Young (Town Mayor), Gordon (Deputy Mayor), Harris, Hogan, Keighley (Chairman) and Penhale

In attendance: Christopher Drake (Town Clerk)
David James (Properties Manager)

1810/01 Apologies for Absence

Apologies received from Cllrs Bailey, O'Brien and Conway

1810/02 Declarations of Interest

Cllr Gordon declared an interest in Agenda Item 9 – Coronation Park
Cllr Penhale declared an interest in Agenda Item 9 – Coronation Park
Cllr Hogan declared an interest in Agenda Item 9 – Coronation Park

The Committee granted a dispensation under Section 31(4) of the Localism Act 2011 to allow Cllrs Gordon, Penhale and Hogan to remain in the Chamber when this matter was discussed and vote on the application as to not do so would impede the transaction of business as the committee would have fallen inquorate and no councillor held a pecuniary interest in the matter for discussion

1810/03 Public Representation Session

No members of the public were present at the meeting.

1810/04 Minutes of the last meeting

The minutes of the meeting held on 6 August 2018 were signed as a correct record.

1810/05 Site Visits

Cllr Harris stated that he had visited the allotments and that they were in a good condition
Cllr Hogan advised that the work undertaken at Lawrence House Museum was to a good standard
Cllr Young stated that the bouncy castle event at Priory Park had been very good

1810/06 Properties Manager's Report

It was **resolved** to note the report and to receive a verbal update from the Properties Manager in regards to works at the Westgate car park toilets

1810/07 Ambulance Hall

It **was resolved** that the Town Council continue to operate the Ambulance Hall in its current capacity and officers explore the cost of improvements, to include internal decorating and bring back details to a future meeting. The costs for any works to be met by monies from the Hall Trust fund

1810/08 Exclusion of members of the press and public
It was **resolved** that under s1(2) of the Public Bodies (Admission to Meetings) Act 1960 the public and press be excluded from the meeting for the following item as it may involve the likely disclosure of confidential information

1810/09 Coronation Park
It was **resolved** that the Town Council undertake the grounds maintenance contract at Coronation Park

1810/10 Rural Grass Cutting SLA with Cornwall Council
It was **resolved** to note the details of the current grass cutting arrangements

1810/11 Urgent items
Cllr Harris spoke about the works undertaken at Hurdon Way and asked questions in regards to the Council's Service Level Agreement at this site
Cllr Young asked for an update regarding coach park and town signage, and the Properties Manager advised of the works being undertaken
Cllr Hogan asked for signage in the town to be cleaned
Cllr Gordon asked for an update regarding repairs to the Town Hall clock and advised that the fire door to the Guildhall was sticking

Date of the next meeting

The next meeting would be held on Monday 3 December 2018 at 10am

The meeting closed at 10.35 am.

Signed.....

Date.....