

Town Clerk CW 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 PL15 7AR

**MINUTES OF THE ESTATES & PROPERTIES COMMITTEE MEETING**  
**Held on 4 June 2018**  
**at 10am in the Town Hall.**

PRESENT: Cllrs. Young (Town Mayor), Gordon (Deputy Mayor), Conway, Harris, Hogan, Keighley and O'Brien  
In attendance: David James (Properties Manager), Christopher Drake (Town Clerk)

**1806/01 Election of Chairman**

Cllr Gordon proposed and Cllr O'Brien seconded that Cllr Keighley be elected as Chairman.  
This was **unanimously agreed**

**1806/02 Election of Vice Chairman**

Cllr O'Brien proposed and Cllr Gordon seconded that Cllr Hogan be elected as Vice Chairman  
This was **unanimously agreed**

**1806/03 Apologies for Absence**

Apologies received from Cllr Bailey

**1806/04 Declarations of Interest**

Councillors were 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.

**1806/05 Public Representation Session**

No members of the public were present at the meeting.

**1806/06 Minutes of the last meeting**

The minutes of the meeting held on 9 April 2018 were signed as a correct record.

**1806/07 Stage Access for Wheelchair Users**

It was **unanimously resolved** to invite specialist providers to the Town Hall to showcase products and for Access Theatre representatives to attend and review the options available

**1806/08 Site Visits**

It was requested that works be undertaken to the front of Lawrence House Museum, including the balustrades. The grass cutting of the Museum's garden was also discussed and the Properties Manager advised that this was undertaken on a rolling two weekly basis

Cllr Gordon requested that painting of the multi storey car park be completed and that the flower beds at the site be weeded.

**1806/09 Properties Manager's Report**

It was **resolved** to note the report

**1806/10**

**Grammers Park and Priory Park Play Areas**

It **resolved** to note the RoSPA play area safety inspections for the sites .

**1806/11**

**Future of Band Hall**

It was **resolved** to await the buildings feasibility study being undertaken by Cornwall Council as part of the library devolution proposal before any decision on the Band Hall is taken and for the Properties Manager to seeks estimates for the required internal and external repairs to the building

**1806/12**

**Urgent items**

It was noted that Allotment Week judging would take place between 13-19 August and cllrs agreed to make the necessary arrangements

**Date of the next meeting**

The next meeting would be held on Monday 6 August 2018 at 10am

The meeting closed at 10.50 am.

Signed.....

Date.....