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Launceston Town Council
The Town Hall
Launceston
Cornwall PL15 7AR

To: *All Members of the Tourism and Information Services Committee:*
Cllrs Bugden-Cawsey, Conway, Gordon, Hogan (Mayor), Nancarrow, Sandercock and Young (Deputy Mayor and Chairman), Christopher Drake (Launceston Town Clerk), Alison Jeffery (Tourist Information Centre Manager), John Marshall (TAVATA), Diana Richards (English Heritage), Sue Issleib (Chair, Chamber of Commerce)
cc all members of the Council for information

You are summoned to attend a meeting of The Tourism and Information Services Committee to be held on Tuesday 10th January 2017 at 10.00 am at the Town Hall. The agenda for the meeting is set out below.

Christopher Drake
Town Clerk

Date of issue: 3rd January 2017

AGENDA

- 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**
To sign the minutes of the TIC Committee meeting held on 1st November 2016, attached.
- 5 Financial Reports – to be circulated at the meeting**
- 6 TIC Managers Report – attached**
- 7 Town Guide update**
- 8 Coach Park signage**
- 9 Market gazebos refurbishment**
- 10 TIC Opening hours review**
- 11 Date of next meeting**
The next meeting is scheduled for Tuesday 7th March 2017 at 10.00am

Items to note and any urgent matters

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