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Launceston Town Council  
The Town Hall  
Launceston  
Cornwall PL157AR

**To:** *All Members of the Tourism and TIC Management 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 TIC Management Committee to be held on Tuesday 1<sup>st</sup> November 2016 at 10 am at the Town Hall. The agenda for the meeting is set out below.

Christopher Drake  
Town Clerk

Date of issue: 25 October 2016

## 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 12 September 2016, attached.

### 5 Financial Reports

### 6 TIC Managers Report – attached

### 7 Pirate FM radio advertising update

### 8 Markets in the Square – December Market + 2017 Market dates

### 9 Maintenance of market gazebos

### 10 Town guide

### 11 Coach Park works

### 12 Date of January 2017 meeting

### 13 Items to note and any urgent matters

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

### Date of Next Meeting

The next meeting will be held on Wednesday 4 January 2017 at 10am.