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Launceston Town Council
The Town Hall
Launceston
Cornwall PL157AR

**Minutes of The Tourism and Information Services Committee held on
Tuesday 7th March 2017 at 10.00 a.m. at the Town Hall**

- Present:** Cllrs: Bugden-Cawsey, Conway, Gordon, Nancarrow and Young (Chairman)
S Hirsch (TAVATA), A Mitchell (Chamber of Commerce) D Richardson (English Heritage)
In attendance: Alison Jeffery (TIC Manager)
- 1703/01** **Apologies for absence** were received from Cllrs Hogan and Sandercock, John Marshall (TAVATA), Sue Issleib (Launceston Chamber of Commerce)
- 1703/02** **Public Representation Session**
No members of the public were present at the meeting.
- 1703/03** **No Declarations of Interest were received**
- 1703/04** **Minutes of the last meeting**
The minutes of the meeting held on 10th January 2017 were signed as a correct record.
- 1703/05** **Minutes of the extra ordinary meeting**
The minutes of the extra ordinary meeting held on 10th February 2017 were signed as a correct record. It was recorded D. Richardson attended the meeting.
- 1703/06** **Financial Report**
The financial report was circulated. Councillor suggested if there is a surplus on spend the underspend should be allocated to production of the forthcoming town guide
- 1703/07** **Manager's Report – previously circulated**
The report was discussed; footfall and sales have increased during 2016 but remain the same for comparable months in 2017. New market gazebo storage bags were being ordered in time for the March market
Visit Cornwall had previously discussed erecting a new "Welcome to Cornwall" on the A30 Cornwall Devon boundary. Malcolm Bell has responded saying this was to be a government initiative, providing boards across the UK. Unfortunately there is now no budget available to undertake signage provision.
The town guide be printed shortly, a proof will be circulated shortly.

1703/08 Tourism Forum
Following discussion regarding the planned Tourism Forum it was agreed to postpone the inaugural meeting. It was decided to gather information about the purpose and format of the forum before holding the first meeting. It was agreed Launceston Chamber of Commerce should be involved. S Hirsch said the forum would enable local tourism businesses to network and would enhance Launceston as tourism destination.
Cllr Young proposed that a sub committee is formed to discuss matters further
Cllr Gordon seconded the proposal. It was AGREED a sub-committee will be formed to look at initiating a Tourism Forum

1703/09 Tourism Funding & Grants
Availability of grant funding for tourism related projects to improve the visitor experience will be explored

1703/10 Christmas Entertainment
Following discussion the committee will wait to see the outcome of the forthcoming Chamber of Commerce AGM before discussing provision of 2017 Christmas entertainment in the town square.
Cllr Conway proposed the Chamber of Commerce should be asked if they will be providing a skate rink in the square
Cllr Gordon seconded the proposal. It was AGREED the Chamber would be asked.

1703/11 Coach Park Signage
Historical information has been received, it was discussed where the signage will be Placed and this will be reviewed

1703/12 Town Guide
The guide will be distributed for proof reading prior to print.

The next meeting is scheduled for 2nd May 2017 at 10.00am.

The meeting finished at 11.22am

Signed.....

Date.....