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Launceston Town Council
The Town Hall
Launceston
Cornwall PL15 7AR

MINUTES OF THE ESTATES & PROPERTIES COMMITTEE MEETING
Held on Monday 4 February 2019
at 10am in the Town Hall.

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

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

1902/01 Apologies for Absence

Apologies received from Cllr Penhale who was substituted by Cllr Williams and from Cllr O'Brien

1902/02 Declarations of Interest

Cllr Conway declared an interest in Agenda Item 10 – Town Council Truck Finance
Cllr Williams declared an interest in Agenda Item 9 – Launceston In Bloom

1902/03 Public Representation Session

No members of the public were present at the meeting.

1902/04 Minutes of the last meeting

The minutes of the meeting held on 3 December 2018 were signed as a correct record.

1902/05 Site Visits

Cllr Hogan raised the issue of overgrown vegetation at the front of the Lawrence House Museum and it was resolved that a tree survey be undertaken

1902/06 Properties Manager's Report

The Properties Manager gave updates regarding repairs to the Town Hall clock, alterations to the Guildhall fire doors, light replacement within the Town Hall tower and ongoing maintenance to the flooring within the Westgate public conveniences

It was **resolved** to note the report

1902/07 St Mary's Playground

It was **resolved** that quotations for replacement fencing, to include Armco and playground safety standard fencing, be sought

1902/08 Budget 2019-20

The budget as presented was **agreed**

1902/09 CCTV Policy Review

It was **resolved** that CCTV Policy be agreed

1902/10

Launceston In Bloom

It was **resolved** that;

- i) the background information regarding the planting within the Town Square as part of the annual Launceston In Bloom displays be noted
- ii) the Town Council will undertake the required works for planting within the Town Square, to include the War Memorial and the Town Square planters.

Cllr Williams declared an interest in the above item and left the room and took no part in the discussion or voting of this item

1902/11

Town Council's Truck Review

It was **resolved** that the option to sell the Council vehicle to an unconnected third party be agreed in principle subject to offers being sought from other organisations

Cllr Conway declared an interest in the above item and left the room and took no part in the discussion or voting of this item

1902/12

Urgent items

It was noted that details relating to the Lanstephan Play area were not currently included on the Town Council's website

Date of the next meeting

The next meeting would be held on Monday 1 April 2019 at 10am

The meeting closed at 10.40am.

Signed.....

Date.....