

Town Clerk C W Drake
Telephone 01566 773693
admin@launceston-tc.gov.uk
www.launceston-tc.gov.uk



Launceston Town Council
The Town Hall
Launceston
Cornwall PL15 7AR

To: All members of the Estates and Properties Committee
Cllrs Young (Town Mayor), Gordon (Deputy Mayor), Bailey, Conway, Harris, Hogan Keighley, O'Brien and Penhale

Cc all members of the Council for information

You are summoned to attend a meeting of the Estates and Properties Committee on Monday 01 March 2019 at 10am to be held at the Town Hall. The agenda is set out below.

A handwritten signature in black ink, appearing to read 'C. W. Drake'.

Christopher Drake
Town Clerk

Date of 26 March 2019

A G E N D A

- 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 request for a dispensation is agreed.
- 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 **Minutes of the last meeting**
To sign the minutes of the meeting held on 4 February 2019 (attached)
- 5 **To Discuss the Findings of earlier Site Visits**
- 6 **Property Manager's Report**
Update on on-going maintenance and items agreed at previous meetings. To agree to carry out works as recommended.
- 7 **Town Hall Clock**
To consider and approve the repairs required to the Clock.
- 8 **St. Mary's Play Ground**
To consider the repairs required to the security fence.
- 9 **Lawrence House Museum**
To consider and approve the removal of the Magnolia Tree
- 10 **Horticultural Equipment**
To accept the quotations received for the purchase of equipment previously agreed in the Budget.
- 11 **Town Hall Dressing Room**
To consider the re-design and decoration of the back stage dressing rooms.
- 12 **Urgent Items**
To receive any items considered by the Chairman to be urgent (information only)

Date of the next meeting

The next meeting will be held on Monday 3 June 2019 at 10am