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Launceston Town Council
The Town Hall
Launceston
Cornwall PL15 7AR

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

Cc all members of the Council for information

You are summoned to attend a meeting of the Estates and Properties Committee on Monday 03 June 2019 at 5:30pm 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 28 May 2019

A G E N D A

- 1 **Election of Chairman**
- 2 **Election of Vice Chairman**
- 3 **Apologies for absence**
- 4 **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.
- 5 **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)
- 6 **Minutes of the last meeting**
To sign the minutes of the meeting held on 1 April 2019 (attached)
- 7 **To Discuss the Findings of earlier Site Visits**
- 8 **Property Manager's Report**
Update on on-going maintenance and items agreed at previous meetings. To agree to carry out works as recommended.
- 9 **Grammers Park, Priory Park, Lanstephan (St. Marys Road) and Coronation Park Play Areas**
To receive RoSPA Play area safety inspection reports
- 10 **Lanstephan (St. Marys Road)**
To consider reported issues.
- 11 **Town Hall Heat Pump**
To agree the repair and to accept the quote received for the replacement of the fan assembly of the Heat Pump
- 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 5 August 2019 at 5:30pm.