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Launceston Town Council
The Town Hall
Launceston
Cornwall PL15 7AR

MINUTES OF THE ESTATES & PROPERTIES COMMITTEE MEETING
Held on Monday 1 April 2019
at 10am in the Town Hall.

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

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

1904/01 Apologies for Absence

Apologies received from Cllrs Bailey and Cllr O'Brien

1904/02 Declarations of Interest

There were no declarations of interest

1904/03 Public Representation Session

No members of the public were present at the meeting.

1904/04 Minutes of the last meeting

The minutes of the meeting held on 4 February 2019 were signed as a correct record.

1904/05 Site Visits

There were no matters raised

1904/06 Properties Manager's Report

The Properties Manager gave updates regarding the West Gate car park and works at Lawrence House Museum

It was **resolved** to note the report

1904/07 Town Hall Clock

It was **resolved** to undertake repair works to the Town Hall clock

1904/08 St Mary's Playground

It was **resolved** that welded profile mesh panel fencing be erected at the site

1904/09 Lawrence House Museum

It was **resolved** that three quotes for the removal of the magnolia tree be sought and that the best price quotation be accepted and the removal works undertaken

1904/10 Horticultural Equipment

It was **resolved** that the new grounds maintenance grass cutting machinery be purchased and that the existing mower be retained for future use by the Council

1904/11

Town Hall Dressing Room

It was **resolved** that designs be considered for the refurbishment of the current Town Hall backstage changing rooms and details be bought back to a future meeting of the committee

1904/12

Urgent items

It was noted that a condition report is being undertaken in relation to the trees at Coronation Park

Date of the next meeting

The next meeting would be held on Monday 3 June 2019 at 10am, subject to confirmation at the Annual Meeting of Council in May

The meeting closed at 10.34am.

Signed.....

Date.....