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Launceston Town Council  
The Town Hall  
Launceston  
Cornwall PL157AR

**To: All Launceston Town Councillors**

cc Cornwall Councillors (Jade Farrington, Gemma Massey, Adam Paynter), Chris Sims (Community Link Officer), Scott Mann MP, Honoured Burgess (Arthur Wills), PC Steve Stoppard (Launceston Police), Annette Baskerville-Smith (Chairman, Chamber of Commerce), members of the press

**You are summoned to attend a meeting of Launceston Town Council to be held on Tuesday 16 July 2019 at 7pm in the Guildhall, Launceston. The agenda for the meeting is set out below.**

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

Christopher Drake  
Town Clerk

Date of issue: 10 July 2019

**AGENDA**

This meeting has been advertised as a public meeting and as such could be filmed or recorded by broadcasters, the media or members of the public. Please be aware that whilst every effort is taken to ensure that members of the public are not filmed, we cannot guarantee this, especially if speaking or taking an active role in the meeting.

**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 written request for a dispensation has been received. The Council will consider those requests at this point.

**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. To confirm and sign the minutes of the last meeting previously circulated:**

- (i) Minutes of the Meeting of the Council meeting held on 18 June 2019 at 7.00pm

**5. To receive the minutes of committees and sub-committees previously circulated:**

- i) Lawrence House Management held on Tuesday 2 July 2019 at 4.00pm
- ii) Tourism and Information Services held on Tuesday 2 July 2019 at 5.15pm
- iii) Finance and General Purposes held on Wednesday 3 July 2019 at 7.00pm
- iv) Planning and Economic Development held on Thursday 4 July 2019 at 7.00pm

**6. Reports from Cornwall Councillors**

To receive reports from Cornwall Councillors on matters of policy or major decisions affecting Cornwall in general and Launceston in particular

**7. Reports and Questions from Town Councillors**

To receive reports from councillors representing the Town Council on outside bodies, or having attended meetings on behalf of the Council

**8. Report from the Town Mayor**

To receive the Mayor's Monthly Report

**9. Child Protection and Safeguarding policy**

To agree the Town Council's Child Protection and Safeguarding policy (copy attached)

**10. Polling Districts and Polling Places Review - stage 2 consultation**

To consider Report 19/19, concerning the above (copy attached)

**11. Change of planning committee meeting date**

To consider postponing the scheduled meeting of the Planning committee on Thursday 25 July as this meeting falls on the same day as the Launceston Show which may affect member attendance to the meeting. If agreed, the next meeting of the committee would on Thursday 15 August and Cornwall Council would be requested to permit consultation responses received in the interim, to be submitted following the August meeting

**12. Correspondence and matters to note**

Additional information can be provided at the meeting if required.

1. To note the Town Council's venues usage (copy attached)

**13. Urgent Items**

To receive any items which the Mayor considers to be urgent (information only)

**Date of next Meeting**

The next Full Council meeting will be Tuesday 16 July 2019 at 7.00pm.