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Launceston Town Council
The Town Hall
Launceston
Cornwall PL15 7AR

MINUTES OF THE ESTATES & PROPERTIES COMMITTEE MEETING
Held on 19 August 2019
at 5:30pm in the Town Hall.

PRESENT: Cllrs. Gordon (Mayor), Penhale (Deputy Mayor), Conway, Hogan, Keighley & Bailey
In attendance: David James (Estates & Properties Manager), Cllr. Allen & Cllr. Heaton

1908/08 Apologies for Absence

Apologies received from Cllr. Harris & Cllr. O'Brien.

1908/09 Declarations of Interest

Councilors were reminded that if a councilor 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.

1908/10 Public Representation Session

No members of the public were present at the meeting.

1908/11 Minutes of the last meeting

The minutes of the meeting held on 3 June 2019 were signed as a correct record.

1908/12 Site Visits

It was requested that issues raised would be addressed

1908/13 Estates & Properties Manager's Report

It was **resolved** to note the report, The committee thanked Mr. James.

It was **resolved** that the committee would recommend to the Trustees of the Ambulance Hall that they accept the quote from N C Wade & Sons for the painting of the front doors.

It was **agreed** seek quotes for:

- the updating of the carpark ticket machines
- Repairs to the external carpark wall

The committee thanked the Ground Maintenance Team for their continued good work.

1908/14 Structured Site Visits

The majority of the committee **resolved** that a request to amend the terms of reference to be made at the next full Council meeting to change the time of the meetings to allow for site visits to be made before each Estates & Properties Committee meeting.

1908/15 Lanstephan (St. Marys Road Play Area)

It was **resolved** that Cllr. Harris will be asked report to the committee on any actions that can be taken by Cornwall Housing on the issues with the vandalism of the fencing and play equipment.

1908/16 Water bottle filling stations.

It **was resolved** to agree in principle for the installation of a bottle filling station in the Town Square. Cllr. Allen was asked to bring a report to the next meeting.

1908/17 Urgent items

There were no items for discussion

Date of the next meeting

The next meeting would be held on Monday 7 October 2019. The committee would make site visits at 10.00am the meeting would follow immediately afterwards in the Town Hall at approximately 11:30am.

subject to confirmation at the Full Council meeting in September

The meeting closed at 7:15pm.

Signed.....

Date.....