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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 17 March 2020 at 7pm in the Guildhall, Launceston. The agenda for the meeting is set out below.

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

Christopher Drake
Town Clerk

Date of issue: 11 March 2020

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 held on 18 February 2020 at 7.00pm

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

- i) Planning and Economic Development held on Thursday 20 February 2020 at 7.00pm
- ii) Lawrence House Management held on Tuesday 3 March 2020 at 4.00pm
- iii) Tourism and Information Services held on Tuesday 3 March 2020 at 5.15pm
- iv) Finance and General Purposes held on Wednesday 4 March 2020 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. Notices of Motion – Mayor and Deputy Mayor Elect 2020

To consider Notices of Motion for the position of Mayor and Deputy Mayor for the civic year commencing in May 2020 (copy attached)

10. Coronavirus – Covid 19 Policy

To approve the following Town Council policy in regards to the Coronavirus situation

11. Community Governance Review

To consider Report 10/20, concerning the above (copy attached)

12. Council Policies Update

To approve the following Town Council policies in line with the Council's audit procedures (copies attached)

- Operational and Financial Risk Assessment
- Investment Strategy

13. Progress and Information

To consider Report 11/20 concerning the above (copy attached)

14. 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 to follow)

15. Urgent Items

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

16. Exclusion of members of the press and public

To resolve that under s1(2) of the Public Bodies (Admission to Meetings) Act 1960 that the public and press be excluded from the meeting for the following item as it involves the likely disclosure of confidential information

17. Honoured Burgess

To consider Report 14/20, concerning the above (copy attached)

Date of next Meeting

The next Full Council meeting will be Tuesday 21 April 2020 at 7.00pm.