



To:

All Members of the Tourism and Information Services Committee:

Cllrs Gordon (Mayor) Penhale (Deputy Mayor), Nancarrow, Hogan, Nolan and Gilbert - *cc all members of the Council for information*

You are summoned to attend a meeting of The Tourism and Information Services Committee to be held on Tuesday 3 November 2020 at 5.15pm.

In accordance with the provisions of The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020, this meeting will be held remotely using the Zoom platform. A meeting ID

and password will be emailed to all Councillors.

Press and Public are invited to watch the meeting online via our Facebook page at <https://www.facebook.com/LauncestonTownCouncil>

Members of the public who wish to address the Committee during public participation regarding items on the agenda are requested to email the Clerk by 5pm on Monday 2 November and a meeting password will be sent to you on the day of the meeting.

The agenda for the meeting is set out below.

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

Christopher Drake
Town Clerk

Date of issue: Wednesday 28 October 2020

AGENDA

1. **Election of Chair**
Of Tourism and Information Services Committee
2. **Election of Deputy Chair**
Of Tourism and Information Services Committee
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 written request for a dispensation has been received. The Council will consider those requests at this point. In exceptional circumstances the Town Clerk has delegated authority to allow a dispensation under section 8e of the Council's Standing Orders.

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. **To confirm and sign the minutes of previous meetings**

To sign the minutes of the Tourism and Information Services Committee meetings held on 3 March 2020 (attached)

7. **Financial Report**

To consider the budget requirements for 2020/21 and current forecast of outturn (to follow)

8. **Budget Setting**

To consider the budget requirements for Financial Year 2021/22

9. **Report from VIC Manager**

To receive the 11/20 Report from the Manager (to follow)

10. **Saturday Markets**

To consider the most effective way to manage the Saturday Markets

11. **Funding Bids (i)**

Update from VIC Manager on the Reopening High Streets Safely Fund bid (RHSSF)

12. **Funding Bids(ii)**

Update from VIC Manager on the Community Infrastructure Levy bid

13. **VIC Membership 2021**

To consider parameters for VIC membership for 2021

14. VIC Winter Opening Hours

To **consider** the current protocols for winter opening hours

15. Items to note and any urgent matters

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

16. Date of next meeting - The next meeting is scheduled for Tuesday 12 January 2021 at 5.15pm