

Town Clerk CW Drake  
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Launceston Town Council  
The Town Hall  
Launceston  
Cornwall PL15 7AR

**MINUTES OF THE ESTATES & PROPERTIES COMMITTEE MEETING**  
**Held on 5 October 2020**  
**at 10.00am via the Zoom platform.**

PRESENT: Cllrs Penhale (Deputy Mayor), Bailey, Harris, Hogan, Keighley, Nolan, O'Brien and Young (substitute for Cllr Conway)

In attendance: Christopher Drake – Town Clerk

- 2010/01 Election of Chairman**  
Cllr Hogan proposed and Cllr Bailey seconded that Cllr Nolan be elected as Chairman. This was **unanimously agreed**
- 2010/02 Election of Vice Chairman**  
Cllr Young proposed and Cllr Nolan seconded that Cllr Hogan be elected as Vice Chairman  
This was **unanimously agreed**
- 2010/03 Apologies for Absence**  
Apologies were received from Cllr Gordon and Cllr Conway who was substituted by Cllr Young
- 2010/04 Declarations of Interest**  
There were no declarations of interest
- 2010/05 Public Representation Session**  
There were no representations made.
- 2010/06 Minutes of the last meeting**  
The minutes of the meeting held on 3 February 2020 were signed as a correct record.
- 2010/07 Property Manager's Report**  
It was **resolved** to note the report and for a list of outstanding works projects to be submitted to the committee for information
- 2010/08 Budget**  
It was **resolved** that;  
i) no additional items be considered for the forthcoming budget but that outstanding works be scheduled to take place within venues whilst they are not currently in use  
ii) Cllr Harris advised that the CCTV committee would discuss the viability of the installation of cameras at Priory Park at a forthcoming meeting
- 2010/09 Urgent items**

An update was given on future Service Level Agreements in regards to verge maintenance and weed growth and the Clerk advised that officers would work with Cornwall Council to ensure that biodiversity issues were considered whilst the level of grass cutting was maintained and that the issue of dealing with weed and vegetation growth within the town was satisfactorily concluded

**Date of the next meeting**

The next meeting would be held on Monday 7 December 2020 at 10.00am

The meeting closed at 10.20am.

Signed.....

Date.....