

Town Clerk C W Drake  
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Launceston Town Council  
The Town Hall  
Launceston  
Cornwall PL15 7AR

To: All members of the Estates and Properties Committee  
Cllrs Gordon (Town Mayor), Penhale (Deputy Mayor), Bailey, Harris, Hogan, Nolan, O'Brien  
*Cc all members of the Council for information*

**You are summoned to a meeting of the Estates and Properties Committee on Monday 7 December 2020 at 10.00am**

**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 the Public Representation Session are requested to email the Town Council by 5pm Friday 4 December 2020 and a meeting password will be sent to you on the day of the meeting**

**The agenda is set out below.**

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

Christopher Drake  
Town Clerk

1 December 2020

## A G E N D A

- 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 request for a dispensation is agreed.
- 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 Minutes of the last meeting**  
To sign the minutes of the meeting held on Monday 5 October 2020
- 5 Property Report**  
To consider Report 24/20 concerning the above (copy attached)
- 6 Urgent Items**

To receive any items considered by the Chairman to be urgent (information only)

**Date of the next meeting**

The next meeting will be held on Monday 1 February 2021