

Town Clerk CW Drake
Telephone 01566 773693
admin@launceston-tc.gov.uk
www.launceston-tc.gov.uk



Launceston Town Council
The Town Hall
Launceston
Cornwall PL15 7AR

MINUTES OF THE ESTATES & PROPERTIES COMMITTEE MEETING
Held on 1 February 2021
at 10.00am via the Zoom platform.

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

In attendance: Cllr Tremain
Christopher Drake – Town Clerk

2102/01 Apologies for Absence

Apologies were received from Cllr Hogan who was substituted by Cllr Young and O'Brien who was substituted by Cllr Gilbert

2102/02 Declarations of Interest

There were no declarations of interest

2102/03 Public Representation Session

There were no representations made.

2102/04 Minutes of the last meeting

The minutes of the meeting held on 7 December 2020 were signed as a correct record

Cllr Harris entered the meeting at 10.04am

2102/05 Property Report

Members considered Report 03/21 concerning the above (previously circulated)

It was **resolved** that;

- i) the update regarding ongoing works at Council premises be noted
- ii) the wayfinding signage for the Town Hall be agreed subject to gold lettering in a raised font in lower case be used for the entrances, that braille and the Cornish language be incorporated on the signage subject to a Cornish language specialist proofing the wording and that the largest hall be named The Main Hall

2102/06 Urgent items

There were no items for discussion

Date of the next meeting

The next meeting would be held on Monday 12 April 2021 at 10.00am

The meeting closed at 10.40am.

Signed.....

Date.....