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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 16 March 2021 at 7.00pm

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 Council during public participation regarding items on the agenda are requested to email the Clerk by 5pm 15 March 2021 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 black ink, appearing to read 'C. W. Drake'.

Christopher Drake
Town Clerk

Date of issue: 10 March 2021

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 meeting 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

To receive any written representations or previously submitted questions from Members of the public in attendance. (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 Tuesday 16 February 2021 at 7.00pm

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

- (i) Planning and Economic Development held on Thursday 25 February 2021 at 7.00pm
- (ii) Tourism and Information Services held on Tuesday 2 March 2021 at 5.00pm
- (iii) Finance and General Purposes held on Wednesday 3 March 2021 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. Lawrence House Museum

To consider and agree the minutes of the Lawrence House Museum (copy attached)

10. Council Policies Update

To approve the continued use of BACS or CHAPS as a suitable method of payment for suppliers and salaries, in accordance with the Council's Financial Regulations and to approve the following Town Council policies in line with the Council's audit procedures (copies attached)

- Statement of Internal Control
- Operational and Financial Risk Assessment
- Investment Strategy

11. Future Proposals for Council and Committee meetings

To consider Report 07/21 concerning the above (copy attached)

12. Progress and Information

To consider Report 08/21 concerning the above (copy attached)

13. Correspondence and matters to note

Additional information can be provided at the meeting if required.

14. Urgent Items

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

Date of next Meeting

The date of the next Full Council meeting will be Tuesday 20 April 2021