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Launceston Town Council
The Town Hall
Launceston
Cornwall PL15 7AR

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

You are summoned to a meeting of the Estates and Properties Committee on Monday 7 June 2021 at 10.00am at Launceston Town Hall in the Main Hall.

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 note that due to current Coronavirus safety restrictions, the maximum capacity of the premises will allow for a total of 20 members of the press and public

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

Christopher Drake
Town Clerk

1 June 2021

A G E N D A

- 1 Election of Committee Chairman**
- 2 Election of Committee Vice Chairman**
- 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 request for a dispensation is agreed.
- 5 Public Representation Session**
An opportunity for local residents to make representations to the Committee 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 Minutes of the last meeting**
To sign the minutes of the meeting held on Monday 26 April 2021
- 7 Estates & Properties Managers Report – June 2021 (copy attached)**
- 8 Update of works (copy attached)**
- 9 Lawrence House - Fire alarm and intruder system**
- 10 Lawrence House - Renovation Project Manager**
- 11 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 2 August 2021