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Launceston Town Council
The Town Hall
Launceston
Cornwall PL15 7AR

MINUTES OF THE ESTATES & PROPERTIES COMMITTEE MEETING
Held on Monday 2 August 2021
at 10.00am in the Town Hall.

PRESENT: Cllrs. Penhale (Mayor), Bailey (Deputy Mayor), Gilbert, Gordon, Harris, Hogan, Nolan and Young
In attendance: Cllr Soanes

Christopher Drake (Town Clerk)
Martin Cornish (Estates & Properties Manager).

2108/01 Apologies for Absence

There were no apologies for absence

2108/02 Declarations of Interest

There were no declarations of interest.

2108/03 Public Representation Session

No members of the public were present at the meeting.

2108/04 Minutes of the last meeting

The minutes of the meeting held on Monday 7 June were signed as a correct record.

2108/05 Estates & Properties Manager's Report – July 2021

It was **resolved** to;

- i) note the update regarding the grounds maintenance vacancy
- ii) note the update regarding Lawrence House Museum
- iii) agree to the required works following the fire risk assessment for the Town Hall
- iv) note the update regarding the replacement boiler at the Ambulance Hall
- v) note that works to the Town Crest at the front of the Town Hall had been completed and scaffolding would be removed from the site shortly
- vi) note the update regarding the ongoing grant application process for Priory Park play area
- vii) note that works to clear the site at Stourscombe open space will begin following confirmation of a start date by the contractor
- viii) note the update regarding Service Level Agreements and that the committee be provided with a breakdown of all costs regarding the service
- ix) note the survey report of the multi storey car park and for officers to seek quotes for the required repair works

2108/06 Urgent items

It was noted that;

- i) the bollards in the town square had been left open on several occasions
- ii) a bench at Stourscombe open space is in need of replacement

Date of the next meeting

The next meeting would be held on Monday 4 October 2021 at 10.00am

The meeting closed at 10.23am.

Signed.....

Date.....