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Launceston Town Council
The Town Hall
Launceston
Cornwall PL15 7AR

MINUTES OF THE ESTATES & PROPERTIES COMMITTEE MEETING
Held on Monday 6 December 2021
at 10.00am in The Guildhall.

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).
Helen Gribble (RFO)

2112/08 Apologies for Absence

There were no apologies for absence

2112/09 Declarations of Interest

Cllr Young declared an interest in Agenda Item 7 – Proposal to keep bees on Council land
It was **resolved** that Cllr Young be granted a dispensation to remain in the room for this agenda item

2112/10 Public Representation Session

No members of the public were present at the meeting.

2112/11 Minutes of the last meeting

The minutes of the meeting held on Monday 4 October 2021 were signed as a correct record.

2112/12 Estates & Properties Manager's Report – November 2021

It was **resolved** to;

- i) note the update regarding the recruitment of new stewards
- ii) note the update that officers are still awaiting a response from Cornwall Council in regards to the continuation of grass cutting Service Level Agreements
- iii) note the budget details of works at Lawrence House Museum
- iv) note the update regarding the completion of fire risk assessments
- v) note the update regarding the completion of the boiler installation at the Ambulance Hall
- vi) note the update regarding quotations for works to Southgate Arch
- vii) note the update regarding proposed clearance works at Stourscombe
- viii) note the update regarding potential changes to the Council's waste management
- ix) note the update regarding the high level inspection works at the Town Hall
- x) investigate works to repaint the coach park walls
- xi) explore broad costs for the installation of an improved grounds maintenance facility, to be included within the annual budget setting
- xii) install a portable toilet facility at the grounds compound as soon as practicable
- xiii) agree all proposals as listed in the proposed budget report, with the addition of

- a) new stage stairs
- b) a review of the Causley Trust rent agreement
- c) a total of 50% of previous agreed sums to be invested into the committee reserves budget

2112/13 Proposal to Keep Bees on Council Land

Members considered a request from St Catherine's school to set up two beehives on Council owned land. It was **resolved** to ask the school to investigate if there was available and acceptable land at the school site to accommodate the beehives

2112/14 Vehicle for Stewards

It was **resolved** to investigate the costs of a vehicle for the Town Council Stewards and agreed in principle that a vehicle was required

2112/15 Urgent items

There were no items for consideration

Date of the next meeting

The next meeting would be held on Monday 7 February 2021 at 10.00am

The meeting closed at 11.20am.

Signed.....

Date.....