

Town Clerk C W Drake
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Launceston Town Council
The Town Hall
Launceston
Cornwall PL15 7AR

MINUTES OF THE FULL COUNCIL MEETING
held on TUESDAY 15 MARCH 2022 at 7.32pm in the Town Hall

- PRESENT** Cllrs Penhale (Town Mayor), Bailey (Deputy Mayor), Conway, Gilbert, Gordon, Harris, Heaton, Hogan, Nancarrow, Nolan, O'Brien, Soanes, Tremain and Young
In attendance: Christopher Drake (Town Clerk)
Cornwall Cllr Paynter
- 2203/48 Apologies for absence**
Apologies for absence were received from Cllrs Green and Bullen
- 2203/49 Declarations of Interest**
There were no declarations of interest
- 2203/50 Public Representation Session**
There were no matters raised
- 2203/51 To confirm and sign the Minutes of the last meeting, previously circulated**
It was resolved to confirm and sign the minutes previously circulated;
(i) Minutes of the Meeting of the Council held on Tuesday 15 February 2022 at 7.00pm
- 2203/52 To receive and adopt the minutes of committees and sub-committees, previously circulated**
It was resolved to receive and adopt the minutes of the following committees and sub-committees:
(i) Planning and Economic Development held on Thursday 24 February 2022 at 7.00pm
(ii) Library, Arts, Business and Information held on Tuesday 1 March 2022 at 5.15pm
- 2203/53 Reports from Cornwall Councillors**
Cornwall Cllr Paynter advised that investments in the town were now coming to fruition, especially the nature areas, and works for the new school were ongoing.
Cllr Penhale asked about contractual obligations in regards to the works at the school. Cllr paynter advised that there had been some delays but works were ongoing
Cllr Heaton spoke about reductions in budgets for social care, climate change proposals and other areas having reduced budgets or reductions in service. Cllr Paynter stated that there were ongoing issues and delays in social care practices due to the Covid pandemic and this has increased budget pressures
Cllr Tremain stated that some local councils had received car parks as part of devolution packages and asked if this could happen for Launceston and also asked for views on the proposal of a Mayor for Cornwall. Cllr Paynter said that some free use car parks had been devolved whilst others had been leased and said that he was against the proposal for a Mayor for Cornwall.

Cllr Conway stated that he was against the idea of an elected Mayor

Cllr Bailey said that a referendum should be held to decide if a Mayor for Cornwall is undertaken

Cllr Conway gave an update to advise that the bollards, as part of the town pedestrianisation, were being installed, that leisure centre contract talks were progressing. He also spoke about the Jubilee events that were planned, and that Welcome Back Fund events were taking place and ongoing. The Newport temporary traffic lights would need to return whilst scaffolding works were undertaken and a diversion route would be put in place.

Cllr Hogan asked if the proposed spacing for bollards within the town were correct. Cllr Conway advised that they were

Cllr O' Brien asked if scaffolding works could be carried out that did not involve road closures and a diversion.

Cllr Young raised concerns in regards to bus services that needed to use the proposed route

Cllr Penhale asked if air quality could be measured during the duration of the works

2203/54

Reports and Questions from Town Councillors

Cllr Bailey gave details of the upcoming Chamber of Commerce AGM, and advised that following a first aid course it was noted that there is no defibrillator facility at Pennygillam

Cllr Harris advised that he had attended a Street Pastors meeting and a meeting with the town CCTV provider, where it was noted that there is an issue with the CCTV in the castle grounds. It was requested that a relay be positioned at the Town Hall

Cllr Heaton gave an update on Integrated Care and advised that new policies had been agreed and the aim was to be patient focused. She also spoke about the work the library was doing in regards to social prescribing, but stated that there were issues with a lack of volunteers due to the rising cost of fuel. Cllr Heaton concluded by saying the leisure centre was an important facility in the town and provided important health benefits

Cllr Soanes raised the issue of uneven road and walkway surfaces at the entrance to the castle and proposed that works be undertaken at the site

Cllr O'Brien commented on damage that had occurred to the cemetery wall

Cllr Gilbert stated that there was an issue with the number of taxis parking in the town on occasion and that this led to vehicles parking in allocated loading bays

2203/55

Report from the Town Mayor

The Mayor's report was noted

2203/56

Report from the Town Clerk

It was resolved to;

- i) note the report
- ii) support the proposal to install a memorial bench in Priory Park for Tony Taplin
- iii) agree the closure of the Imprest account with HSBC bank

- 2203/57** **Lawrence House Museum**
It was resolved that the minutes of the Management and Liaison Committee be noted
- 2203/58** **Mayor Elect 2022-23**
It was resolved that Notices of Motion be used for nominations for Town Mayor and Deputy Mayor for the civic year commencing May 2022
- 2203/59** **Transport Links**
It was resolved **unanimously** that the Council explores the possibility of a road link from the north to south of the town and a rail link from Launceston to Tavistock, working in partnership with Cornwall Council and West Devon Borough Council
- 2203/60** **Council Policies Update**
It was resolved that;
i) the continued use of BACS and CHAPS as suitable methods of payments for suppliers and salaries be agreed
ii) the Operational and Financial Risk Assessment be agreed
- 2203/61** **Correspondence and Matters to Note**
It was resolved to;
i) note the venue usage
ii) note the letter regarding the Council's St Piran's Day event
iii) note the thanks from South Petherwin School for the St Piran's Day event
- 2203/62** **Urgent Items**
Cllr Penhale advised that the owner of the land at Kensey allotment wished to gift the site to the town

Cllr Gordon advised that he would provide an update in regards to the ongoing contract at the Leisure Centre, at the April meeting of Council

Date of the next meeting of the Council

The next Full Council meeting will be on Tuesday 26 April 2022 at 7pm

The meeting ended at 8.30pm

Signed Date

Town Clerk C W Drake
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Launceston Town Council
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MINUTES OF THE MEETING OF THE PLANNING AND ECONOMIC DEVELOPMENT COMMITTEE
held on Tuesday 15 March 2022 at 7.00pm
The Guildhall, Launceston Town Hall

Present Cllrs, Penhale (Mayor), Bailey (Deputy Mayor), Gilbert, Gordon, Harris, Heaton, Nancarrow and Tremain (Chairman)
In attendance: Cllrs Conway, Hogan, Nolan, O'Brien, Soanes, Young
Christopher Drake (Town Clerk)
3 x public

2203/41 Apologies
Apologies for absence were received from Cllr Green

2203/42 Declarations of Interest
Cllr Gordon declared an interest in planning application PA22/01391- 43 St Johns Road, and took no part in the debate or voting on this application

Cllr Conway declared an interest in planning application PA22/01311- 23 Meadowside, and took no part in the debate or voting on this application

2203/43 Public Representation
The planning representative for planning application PA22/01962 – 32 The Old Police House, spoke in favour of the application and advised that the site was in a sustainable location, there would be no loss of amenity and there were no planned external changes. Whilst vacant and advertised for sale, there had been no applications for the site in its current Class D2 use.

2203/44 Minutes of the last meetings
The minutes of the meeting held on 24 February 2022 were signed as a correct record

2203/45 Current Planning Applications for comment

Application	PA22/01311
Proposal	Rear extension
Location	23 Meadowside Launceston Cornwall PL15 7DJ
Decision	The Town Council object to this application as it is over intensive development, and will cause a detrimental effect to neighbouring properties

Cllr Conway declared an interest in the above application and left the meeting and took no part in the debate or voting

Application	PA22/01391
Proposal	Proposed extension to dwelling.
Location	43 St Johns Road Launceston Cornwall PL15 7DD
Decision	Support

***Cllr Gordon declared an interest in the above application and left the meeting and took no part**

In the debate or voting*

Application	PA22/01962
Proposal	Proposed change of use of the building from an assembly use (Class D2) to a dwellinghouse (Class C3)
Location	32 The Old Police House Westgate Street Launceston Cornwall
Decision	Support
Application	PA22/02124
Proposal	Reserved Matters application in respect of outline application PA15/05521 (Proposed residential development to provide 8 dwellings) with variation of condition 2 of decision PA19/03773 dated 08.08.2019
Location	Land At Shooting Park (Off Penworth Close) Launceston PL15 9TG
Decision	The Town Council objects to this application
Application	PA22/02170
Proposal	Works to trees subject to a Tree Preservation Order (TPO), works include Beech crown lift over roadside and over buildings to crown break and reduce crown by 2 metres, Birch- Reduce by 2 metres over roadside, Maple- Remove over hanging limb, Macracarpa- reduce by 2 metres over garden, Cherry- Reduce by 2 metres over driveway, Cherry - Reduce overhang to neighbouring property by 2 metres
Location	Lower Trenance Windmill Hill Launceston Cornwall
Decision	Support

2203/46

Planning Decisions to Note

It was resolved to note the applications

Application	PA21/06607
Location	Launceston Golf Club North Street St Stephens Launceston Cornwall
Proposal	Replacement escape stair and replacement terrace
Decision	APPROVED
Town Council	The Town Council support this application subject to the proper fire safety and evacuation procedures being ensured for the site, should permission be granted
Application	PA21/12342
Location	15B Trecarn Close Launceston Cornwall PL15 7LN
Proposal	Two storey extension
Decision	APPROVED
Town Council	Support
Application	PA21/11394
Location	Land South Of Windmill Park Penworth Close Launceston Cornwall PL15 9TG
Proposal	Proposed garage and domestic garden space
Decision	APPROVED
Town Council	Support
Application	PA21/12403 APPROVED
Location	Fielden Underhayes Lane St Stephens Launceston PL15 8HA
Proposal	Create an annex for family and friends and for occasional holiday use
Decision	APPROVED

Town Council The Town Council did not support this proposal as more detail was required in regards to the proposed usage and if this application is indeed for the creation of a holiday let.
Following additional information as requested the Town Council supported

Application PA21/12479 REFUSED
Location 2 - 4 Church Street Launceston Cornwall PL15 8AP
Proposal Advertisement consent for a folded ACM with digital print to face on external elevation.
Decision REFUSED
Town Council The Town Council objects to this application as it is within the conservation area where traditional signage should be encouraged. Any signage should be wooden and plastic signage should not be considered appropriate

Application PA21/12642 APPROVED
Location 6 Dunheved Fields Launceston PL15 7HS
Proposal First floor extension and internal alterations.
Decision APPROVED
Town Council Support

Application PA22/00347 APPROVED
Location 12 St Johns Road Launceston PL15 7DB
Proposal Proposed Two storey extension providing enlarged kitchen/workshop on the ground floor with bedroom and en suite above.
Decision APPROVED
Town Council Support

2203/47

Correspondence and Items to Note

- i) the update regrading the laundromat at Greenaways was noted
- ii) the update regarding planning application PA21/12479 – 2-4 Church Street was noted
- iii) the update regrading planning application PA21/11487 regarding the erection of a Timspons pod at Tesco supermarket was noted
- iv) the Chairman provided an update in regards to the planning application status for Horwell Villas

Next Meeting

The next meeting of the committee will be on Thursday 7 April 2022

The meeting closed at 7.30pm

Signed..... Date.....

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Launceston Town Council
The Town Hall
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Cornwall PL15 7AR

MINUTES OF THE ESTATES & PROPERTIES COMMITTEE MEETING

Held on Monday 4 April 2022
at 10.00am in The Otho Peter Suites.

PRESENT: Cllrs Penhale (Mayor), Bailey (Deputy Mayor), Gilbert, Gordon, Harris, Hogan, Nolan and Young
In attendance: Martin Cornish (Estates & Properties Manager).

- 2204/01 Apologies for Absence**
There were no apologies for absence
- 2204/02 Declarations of Interest**
There were no declarations of interest
- 2204/03 Public Representation Session**
No members of the public were present at the meeting.
- 2204/04 Minutes of the last meeting**
The minutes of the meeting held on Monday 7 February 2022 were signed as a correct record.
- 2204/05 Estates & Properties Manager's Report – November 2021**
It was resolved to;
- i) note the update regarding grass cutting and maintenance Service Level Agreements
 - ii) note the update regarding the Ambulance Hall and install a blind on the upper floor
 - iii) note the update regarding works to Southgate Arch
 - iv) note the completion of works at the Town Hall
 - v) note the details regarding a new waste management contract
 - vi) note that heat treating weed killing apparatus is now in use and for works at Priory bridge to be undertaken
 - vii) note that cleaning of the war memorial has been undertaken
 - viii) note that the materials for a new polytunnel have been delivered
 - ix) note that works at Stourscombe for site clearance have been agreed for mid April
 - x) note the update regarding Lawrence House and for lease details to be considered at the April meeting of Full Council
 - xi) review the condition of some of the cemetery pathways
 - xii) thank staff for the works undertaken to date
 - xiii) investigate if motion sensor lights can be installed at public toilet facilities
 - xiv) note the proposal to transfer land at Kensey Valley allotment to the Town Council
- 2204/06 Urgent items**
There were no items for consideration

Date of the next meeting

The next meeting date would be agreed at the Annual Meeting of Council in May

The meeting closed at 10.08am.

Signed.....

Date.....



**Minutes of The Library, Arts, Business and Information Services Committee meeting held on
Tuesday 5 2022 at 5.15pm in the Otho Peter Suite**

- Present:** Cllrs: Penhale (Mayor), Bailey (Deputy Mayor) Gilbert (Chairman), Gordon, Nancarrow
In attendance: Cllr Hogan substituted for Cllr Nolan
Cllr Heaton
Helen Gribble – Responsible Finance Officer
Ewan Murray – Visitor Information Manager (Clerk to the Committee – non-voting)
- 2204/07 Apologies for Absence**
Apologies were received from Cllr Nolan
Cllr Hogan substituted for Cllr Nolan
- 2204/08 Declarations of Interest**
There were no declarations of interest
- 2204/09 Public Representation Session**
No representations were made
- 2204/10 Minutes of Previous Meetings**
The minutes of the meeting held on 1 March 2022 were agreed and signed as a correct record.
- 2204/11 Financial Report**
The RFO gave a verbal update of the financial situation for F/Y 2021/22 and it was **noted** that the end of year statement will be within less than 1% of the FOO
- 2204/12 Manager's Report**
It was **resolved** to note the report
- 2204/13 Commercial Market Consideration**
It was **resolved** that;
i) the market should be outsourced to an external provider
Proposed Cllr Hogan
Seconded Cllr Gordon
Carried
ii) the councillors' gazebo should be updated and give a more thorough update for residents, of the work of the council
Proposed Cllr Bailey
Seconded Cllr Penhale
It was **noted** that:
o The the council wishes to thank Mrs Greene and Mrs Maunder for their hard work in running the markets over the last several years
o The VIC Manager will write to the traders thanking them for their support and offer them the opportunity to be put in touch with the external provider
- 2204/14 Update on Broader LABI Activities**
Cllr Bailey **noted** that the work undertaken by the devolution group dovetailed with the work currently being undertaken through the Town Vitality Fund work.

2204/15

Income Generation

It was **noted** that

- Opportunities for improving income streams should be explored
- The RFO and the VIC Manger are to attend a fact-finding meeting with Hays Travel Agents
- The RFO is investigating courses and training relating to writing bids for funding

2204/16

Items to Note and any Urgent Matters

It was **resolved** to make the following changes in the Request For Quotation document related the Launceston – Safer Greener Streets Project

- i) The deadline for applications has been moved to Monday 25 April 2022.
- ii) The council will consider applications which address only one specific project output
- iii) The council will consider applications provided they meet the minimum legal level of Employers' Employment Liability Insurance of £5 million.

2204/17

Date of Next Meeting

Tuesday 3 May 2022 at 5.15pm

The meeting closed at 6:12 p.m.

Signed :

Date:

TOWN CLERK'S REPORT – APRIL 2022

Job Evaluation

The Council's job evaluation, undertaken by the Local Government Resource Centre (LGRC) has now been completed. Louise Harrison, who undertook the evaluation process has met with a cross section of staff from all Council departments, as well as with all members of the Staffing Committee. A draft report is now being produced and will be taken to the Staffing Committee for consideration, with the final report being presented to Council for resolution.

Sakura Tree Planting

The tree planting ceremony took place on Wednesday 20 April at Coronation Park, with the Mayor, Lord Lieutenant, Councillors and Coronation Park Trustees in attendance. Details of the event will be forwarded to the Sakura project team who will provide details of the planting site on a website highlighting all the planting locations across the UK, so that people can be encouraged to go and see their local trees. A press release will be issued to the local press and posted on the Council's social media pages

Future Market Operation

Following the resolution of the LABI committee, the monthly market will now be operated by an outside contractor. Officers have held meetings with the new supplier and it is proposed that the first market will be held in July. This will allow for proper and professional advertising and promotion of the new market.

Jubilee Weekend Operating Hours

The Council is recommended to agree the operating hours of the Town Council for the forthcoming Jubilee weekend. Thursday 2 and Friday 3 June are Bank Holidays and it is proposed that the Town Council offices and all services will be closed on these days. Saturday 4 June is not recognised as a holiday, and it is proposed that the VIC and library will open and operate as usual.

Members are also requested to agree what staffing support is required for the proposed jubilee events, so as to allow officers to rota staff accordingly.

Shop frontage signage

Due to empty shop fronts proving detrimental to the town street scene, the Council is recommended to investigate the possibility of window coverings, similar to those installed in Tavistock. The coverings can be used as advertisements to town attractions, as well as signposting shops, or showcasing local art. Examples of the scheme are attached as an appendix.

The Windows in Time would work particularly well in the town, given its historic pedigree.

It is proposed that site owners are contacted for agreement that the windows can be covered, and costings for the project to be supplied by local suppliers. Local businesses can also be contacted to see if they would be interested in sponsoring the costs of the projects, if their businesses/premises were included in any of the displays.

Stourcombe Land site clearance

The agreed works to clear overgrown land at Stourcombe are due to commence on Monday 25 April. Due to earlier inclement weather conditions, works could not be undertaken as early as was preferred as the ground conditions were not suitable for the type of machinery required to execute the task.

The planned works do not include removal or disruption to any of the trees or hedgerows within this area and is solely concentrating on the removal of brambles and scrubland currently covering the ground. Once clearance has been completed, we will be looking to work closely with experts in redesigning the area to maximise its environmental capacity, to include Bee pollinator friendly plants, wildflower meadows and a mixture of grass mixes. Grass paths will be cut and maintained throughout the area to allow for access and to provide an accessible open space.

Police Reports to Council

Further to the Council requesting police updates and/or attendance at Council meetings, Cllr Heaton has advised that Inspector Dan Harvey of Devon and Cornwall Police he expressed an interest in attending meetings or sending a representative. The Clerk will formally invite the Inspector and provide dates of future meetings following the Annual Meeting of Council in May.

Freedom of the Town

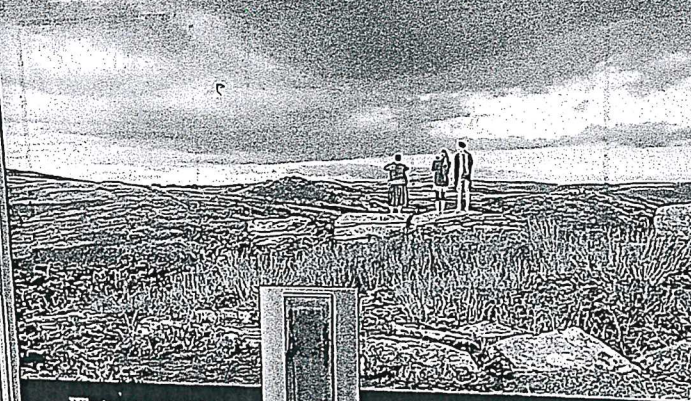
The Mayor has been approached in regards to the possibility of Falkland Veterans being given the freedom of the town.

This is not currently an honour bestowed by the Council and the Clerk will investigate to conclude what is required and if there are any legalities that need consideration. These details will be brought back to a future meeting

A Warm Welcome...

Dartmoor

LESS THAN 4 MILES AWAY



Whatever way you choose
to explore Dartmoor...

...we've got a shop for all your kit
and every ingredient for the picnic.

Be Safe in Tavistock

Thank you for choosing to visit
Devon's World Heritage Town.

There is lots to do while you are here - explore the shops
and town's heritage, sample culinary delights from our cafe
and restaurants, enjoy our green spaces and the fresh air.

While you are here, your safety is important to us so please
follow government guidelines and #stayat home.



HANDS
Wash your hands
thoroughly and often.



FACE
Avoid touching your
face, especially your eyes, nose and mouth.



SPACE
Please social distance.

www.visit-tavistock.co.uk

Tavistock
— FOUNDED 974 AD —

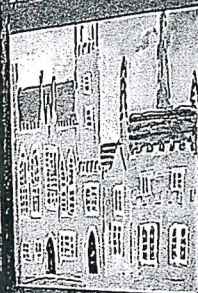






My Style

FROM TORVIEW

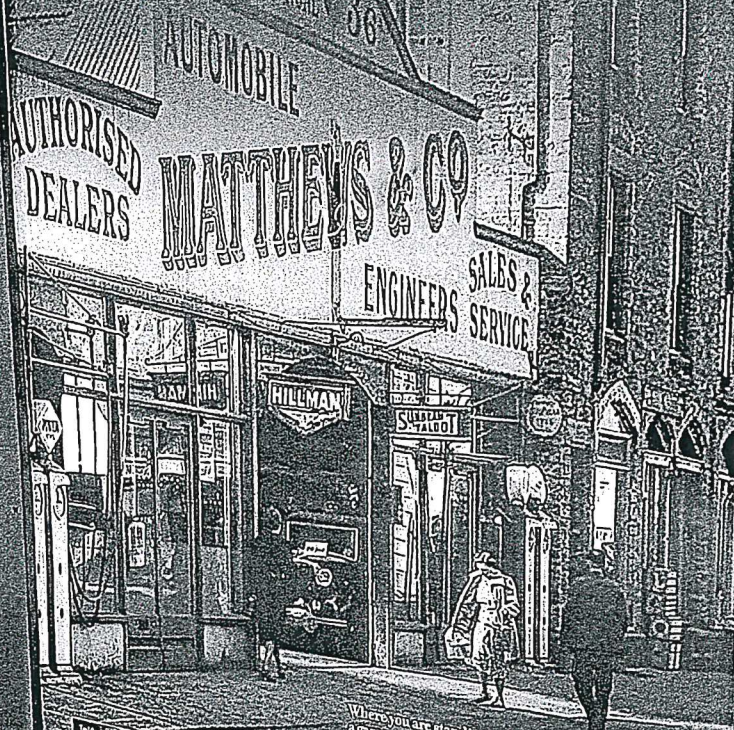


You Vibr

FROM MO

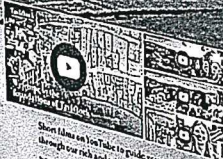


Windows in Time



Where you are standing was once
a garage and petrol station.

The first petrol pumps in Tavistock were placed
here in 1923. You would once literally have pulled
up on the pavement here and filled your car up!



Short films on YouTube to guide you
through our rich and vibrant heritage.
www.visit-tavistock.co.uk

Explore the
history of other
local premises...

If you haven't got one, pick up the Windows In
Time leaflet / map at certain times throughout
the year from the Visitor Information Centre,
or download from our website at:
www.visit-tavistock.co.uk



Tavistock
FOUNDED 974 AD

NOTICE OF MOTION

I, Councillor DAVE GORDON....., propose
that

Councillor LEIGHON PENTHALE.....

be elected as Mayor of Launceston Town Council for the
Municipal year 2022-23

I, Councillor Rob Tremain....., second the
above proposal

Date; 18/3/22

NOTICE OF MOTION

I, Councillor ...*Margaret Young*....., propose
that

Councillor ...*Helen Bailey*.....

be elected as Deputy Mayor of Launceston Town Council for the
Municipal year 2022-23

I, Councillor ...*Nicola Rubert*....., second the
above proposal

Date; 3 . 04 . 22

ABM-Halls for Hire Usage Statistics Printed at 21/04/22 16:36

From 15/03/2022 to 14/04/2022

Launceston Town Hall	Number of Bookings	Time Booked	Value
Entire Town Hall	1	17.00 Hours	
External Hires	3	10.00 Hours	
Guildhall	5	10.00 Hours	
Kitchen Bar and Reception Area	14	94.25 Hours	
Main Hall	35	157.00 Hours	
Otho Peter Suite 01	7	18.50 Hours	
Otho Peter Suite 02	1	8.00 Hours	
Otho Peter Suite Both Rooms	4	30.25 Hours	
Town Square	9	42.00 Hours	
Total	79		

Town Square	Number of Bookings	Time Booked	Value
Town Square	9	42.00 Hours	
Total	9		

Ambulance Hall	Number of Bookings	Time Booked	Value
Ambulance Hall (Garage)	0	0.00 Hours	
Ambulance Hall (MainHall)	32	121.50 Hours	
Ambulance Hall (Meeting Room)	0	0.00 Hours	
Total	32		

Chris Drake - Launceston Town Council

From: admin
Sent: 16 April 2022 09:44
To: Chris Drake - Launceston Town Council; Helen - Launceston Town Council; Cllr Penhale
Subject: FW: Launceston Male Voice Choir,

*Fiona Davey
Administration Assistant
Launceston Town Council
01566 773693*



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📧 Please consider the environment before printing this email

From: Phil Honey
Sent: 15 April 2022 09:31
To: admin <admin@launceston-tc.gov.uk>
Subject: Launceston Male Voice Choir,

Good Morning ... on behalf of all the choir many thanks to the Mayor and Town Council for the grant to the choir again this year.

As always, the choir if possible, would always be very happy to support the Mayor and council in any fund raising concerts in the future.

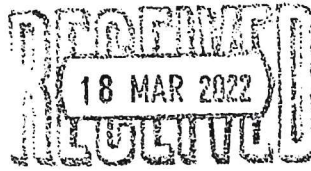
Finally, please pass on our thanks to the Mayor for supporting the recent Joint concert at Central Methodist Church .

I am delighted to report that a cheque has been sent to the Red Cross Ukraine Appeal for £4.754... which is brilliant.

Many thanks and kind regards Phil Honey (Secretary)

Our Ref: KCSH/TM

Date: 16th March 2022



Chartered Surveyors
Property Agents
Auctioneers & Valuers
Regulated by RICS

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2 Broad Street
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Email: launceston@kivells.com
Web: www.kivells.com

Dear Sirs,

RE: Grenville Davey – Turner Prize Winner – deceased.

I was sad to read of the passing of Grenville Davey from Launceston who won the Turner Prize I think in 1992 for a pair of metal sculpture figures.

Grenville went to Launceston College and was born in 1961.

Given Grenville's stature as a Turner Prize winner, would it be appropriate for a plaque showing his winning entry and a bit about him to be put on the walls of the glass lobby in the Town Hall. After all, Grenville was a local lad, went to Launceston College and not many town's can boast of a Turner Prize winner.

Kind regards.

Yours sincerely,

Offices

Exeter	01392 252 262
Launceston	01566 777 777
Holsworthy	01409 253 888
Hallworthy	01840 261 261
Liskeard	01579 345 543
Bude	01288 359 999

