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Launceston Town Council  
The Town Hall  
Launceston  
Cornwall PL157AR

**To: All Launceston Town Councillors**

**cc** Cornwall Councillor (Adam Paynter), Chris Sims (Community Link Officer), Scott Mann MP, Honoured Burgess (Arthur Wills), 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 21 June 2022 in The Guildhall, commencing at 7.00pm**

**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.**

**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: 15 June 2022

#### **AGENDA**

**1. Apologies for absence**

**2. Declarations of Interest**

Councillors are reminded that if a councillor has a registered disclosable pecuniary interest, or a non-registrable 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 Annual Meeting of the Council held on Thursday 19 May 2022 at 2.00pm and Tuesday 24 May 2022 at 7.00pm

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

- (i) Planning and Economic Development held on Tuesday 17 May 2022 at 7.00pm
- (ii) Estates and Properties held on Monday 6 June 2022 at 10.00am

(iii) Planning and Economic Development held on Thursday 9 June 2022 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. Report from the Town Clerk**

To receive the latest RAG update report (copy attached)

**10. Launceston Leisure Centre**

To consider the letter from Coronation Park Trust requesting the Council to consider in principle options in regards to the future operation of the site

**11. Correspondence and matters to note**

Additional information can be provided at the meeting if required.

1 Note the venue usage

**12. Urgent Items**

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

**13. Exclusion of members of the press and public**

To resolve that under s1(2) of the Public Bodies (Admission to Meetings) Act 1960 that the public and press be excluded from the meeting for the following items as it involves the likely disclosure of confidential information

**14. Staffing Committee Minutes**

To receive the minutes of the Staffing Committee meeting held on Monday 30 May 2022 at 10.00am (copy attached)

**15. Role Evaluation**

To consider the report of the Local Government Resource Centre regarding the job evaluation report commissioned by the Town Council and to agree the recommendations of the Staffing Committee (copy attached)

**16. Council Events**

To receive an update on proposed Town Council events

**Date of next Meeting**

The next Full Council meeting will be held on Tuesday 19 July at 7.00pm