

Town Clerk CW Drake
Telephone 01566 773693
admin@launceston-tc.gov.uk
www.launceston-tc.gov.uk



Launceston Town Council
The Town Hall
Launceston
Cornwall PL15 7AR

MINUTES OF THE ESTATES & PROPERTIES COMMITTEE MEETING

**Held on Monday 5 June 2023
at 10.00am in The Otho Peter Suites.**

PRESENT: Cllrs Bailey (Mayor), Gilbert (Deputy Mayor), Gilbert, Gordon, Harris, Heaton, Penhale and Young

In attendance: Cllr Soanes
Martin Cornish (Estates & Properties Manager).
Christopher Drake (Town Clerk)

2306/01 Election of Chair

Cllr Penhale proposed and Cllr Heaton seconded that Cllr Harris be elected as Chairman. This was unanimously agreed

2306/02 Election of Vice Chair

Cllr Bailey proposed and Cllr Harris seconded that Cllr Gordon be elected as Vice Chair. This was unanimously agreed

2306/03 Apologies for Absence

Apologies for absence were received from Cllr Hogan

2306/04 Declarations of Interest

Dispensations were agreed for Agenda Item 10 – Coronation Park - for all Councillors acting as Trustees of Coronation Park, in line with Town Council Standing Order 14h (i)

2306/05 Public Representation Session

There were no representations made

2306/06 Minutes of the last meeting

The minutes of the meeting held on Monday 17 April 2023 were signed as a correct record.

2306/07 Estates & Properties Manager's Report – June 2023

It was **resolved** to;

- i) note the updates regarding works to Lawrence House Museum and arrange a future site visit for the committee
- ii) note the update regarding the multi storey car park
- iii) note the works at Southgate Arch

- iv) note the update regarding the works to the town's public facilities
- v) note the update regarding that the installation of goal posts at Priory Park will commence shortly
- vi) note the ongoing works regarding the installation of defibrillators
- vii) note that the required high level lighting works in the Town Hall had been completed
- viii) note the update regarding the installation of Jubilee benches throughout four locations in the town

2306/08

Visitor Information Centre

Members considered the request to paint the outside of the Visitor Information Centre. It was **resolved** that as this did not form part of the lease agreement of the premises, it would be a requirement of the landlord to undertake these works as necessary

2306/09

Public Toilets

It was **resolved** that a review of the town's public toilet facilities be undertaken to consider future usage and potential cost implications and that committee members prepare proposals for consideration

2306/10

Coronation Park

It was **resolved** that the Town Council undertake the grass cutting and litter bin clearance at the site on a short-term agreement, and that the Coronation Park Trust makes a contribution of £5,000 towards the costs of the works.

2306/11

Car Park Report

It was **resolved** to note the report from PCA Consulting Engineers and that ongoing works be undertaken by a contracted project management provider

2306/12

Urgent Items

There were no items for consideration

Date of the next meeting

The next meeting date will be held on Monday 7 August 2023

The meeting closed at 11.04am

Signed.....

Date.....