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Launceston Town Council
The Town Hall
Launceston
Cornwall PL15 7AR

MINUTES OF THE FULL COUNCIL MEETING
held on TUESDAY 15 AUGUST 2023 at 7.15pm in the Town Hall

PRESENT Cllrs Bailey (Mayor), Gilbert (Deputy Mayor), Bullen, Conway, Gordon, Green, Harris, Heaton, Hogan, O'Brien, Penhale, Soanes, Tremain and Young
In attendance: Christopher Drake (Town Clerk)
4 x public

The Council received a presentation by Mr David Scott on The Future Vision of Lawrence House

- 2308/18 Apologies for absence**
Apologies for absence were received from Councillors Sleep, Nancarrow and Cornwall
Councillor Paynter
- 2308/19 Declarations of Interest**
There were no declarations of interest
- 2308/20 Change to Order of Business**
It was **resolved** that the Council move to Agenda Item 4 and beyond so as to facilitate the presentation by Mr David Scott
- 2308/21 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 Full Council held on Tuesday 20 June 2023 at 7.00pm
- 2308/22 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 29 June 2023 at 7.00pm
- 2308/23 Reports from Cornwall Councillors**
Cornwall Councillor Conway spoke about the potential removal of the free school transport scheme and requested that any comments be directed to Cornwall Councillors Paynter and Parsons. Cllr Conway also advised that at a recent CAP meeting, Highways priorities were discussed including the safety issues regarding the A388 and the A30 Plusha junction

Cllr Gordon advised that the leisure centre was still awaiting agreed monies from Cornwall Council and asked that Cllr Conway follow this up. Cllr Conway advised he would do so

Cllr O'Brien spoke about the school transport scheme and that the areas involved were not suitable for pedestrians and this must be considered if the scheme is removed. Cllr Conway advised that safety routes were being audited and would be assessed by Cormac

Cllr Tremain reminded councillors of the consultation regarding changes to the free school transport scheme and also asked if there was any update regarding the issue of HGV's accessing the town. Cllr Conway advised that Cormac had agreed for the installation of signage at Tower Street to alleviate the issue of HGV use

Cllr Hogan requested that when the safety assessment for the proposed removal of the free school transport scheme is undertaken, that ongoing roadworks and traffic diversions be considered

Cllr Heaton stated that the agreed higher bridge barriers across the A30 had not been undertaken and that highways issues at Plusha junction were still ongoing. Cllr Conway advised that National Highways had been reminded of the promised works to the bridge barriers.

Cllr Gilbert stated that routes highlighted for pedestrians for the proposed removal of the free school transport scheme were not suitable and also questioned the fact that many of the routes were unlit which posed serious safety concerns during the darker winter evenings

2308/24

Change to Order of Business

It was **resolved** that the Council move to Agenda Item 3

2308/25

Public Representation Session

Question 1 – Further to a letter being sent regarding the operation of the museum at Lawrence House, when will the questions therein be answered. The Mayor advised that following decisions of the Council, full details of proposals would be provided regarding the museum

Question 2 – Details pertaining to the operation of the museum were sought. The Mayor advised that following resolutions by the Council agreeing building works at Lawrence House, further consideration could be given regarding the installation of the museum collection

Question 3 – A question was asked if the current pop up museum in the town centre would be retained. Cllr Young advised that it was currently agreed to operate at the site for September, and that a forthcoming meeting of the Museum Management Committee would agree any dates beyond this

2308/26

Change to Order of Business

It was **resolved** that the Council move to Agenda Item 10

2308/27

Lawrence House Future Operation

Members considered Report 09/23 concerning the above (previously circulated)

It was resolved that:

- i) the vision statement from Mr David Scott be agreed and the Council applies for an Arts Council England Accreditation Mentor

For

Cllr Tremain
Cllr Heaton
Cllr Green
Cllr Soanes
Cllr Bullen
Cllr Conway
Cllr Harris

Against

Cllr O'Brien
Cllr Hogan
Cllr Gordon

Abstain

	For	Against	Abstain
	Cllr Penhale		
	Cllr Young		
	Cllr Gilbert		
	Cllr Bailey		
ii)	the future operation of Lawrence House be agreed		
iii)	it be agreed that officers begin works on alterations to the lease and Trust arrangements for the building		

The meeting was adjourned at 8.43pm

The meeting resumed at 8.50pm

2308/28

Reports and Questions from Town Councillors

Cllr Heaton gave an update on the recent PPG meeting and advised that new staff had been appointed, a CQC inspection had been held, new phone and online systems installed, a new menopause clinic had opened, that there was still an issue regarding supply at the dispensary and that money had been allocated for the development of a new hub. Cllr Heaton also raised the issue of grass cutting being undertaken around Roydon Road when it was not legal to do so

Cllr Green requested a greater police presence in the town following vandalism to two shop premises

Cllr Harris advised of the CCTV AGM and that he was now Secretary and also advised that the Street Pastors noted that Saturday evenings had been quiet within the town

Cllr Hogan asked that the police be requested to target specific areas in the town to deter any antisocial behaviour

Cllr Conway advised that Police Inspector Morris was soon to retire

Cllr Young advised that the youth club was relocating to Market House Arcade

2308/29

Report from the Town Mayor and Deputy Mayor

The Mayor provided an update on the Mayoral and Deputy Mayor's activities

2308/30

Report from the Town Clerk

Members considered the RAG Report for July (previously circulated)

It was **resolved** to note the report

2308/31

Progress and Information

Members considered Report 10/23 concerning the above (previously circulated)

It was **resolved** that;

- i) a seasonal contract be offered for the library staffing cover with payment backdated to the start of the summer period
- ii) the forthcoming meeting on potential funding streams be noted

2308/32

Correspondence and Matters to Note

It was **resolved** to;

- i) note the venue usage

2308/33

Urgent Items

The Mayor advised of a letter praising the foodbank services and support provided by the library team and also raised the issues of homelessness stating that further housing stock was required and that a letter be sent to Scott Mann, MP highlighting the concerns

2308/34

Exclusion of members of the press and public

It was resolved 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 item as it involved the likely disclosure of confidential information

2308/35

Library Hub Project

It was **resolved** that the Council use its reserves budget to facilitate the purchase of the proposed library site to expedite the process if there was a delay in the funding agreement from Cornwall

Date of the next meeting of the Council

The next Full Council meeting will be held on Tuesday 19 September 2023

The meeting ended at 9.26pm

Signed Date

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MINUTES OF THE FINANCE & GENERAL PURPOSES COMMITTEE
held on WEDNESDAY 12 July 2023 at 7.00pm in The Otho Peter Suites, Launceston Town Hall

- PRESENT** Cllrs Bailey (Town Mayor), Bullen, Conway, Heaton, Hogan, O'Brien, Soanes and Young
In attendance: Cllr Harris
Helen Gribble – RFO
- 2307/01 Election of Chairman**
Cllr Bullen was elected as Chair. Proposed by Cllr Hogan, seconded by Cllr Young
- 2307/02 Election of Vice Chairman**
Cllr O'Brien was elected as Vice Chair. Proposed by Cllr Hogan, seconded by Cllr Conway
- 2307/03 Apologies for absence**
No apologies of absence were received
- 2307/04 Declarations of Interest**
There were no declarations of interest
- 2307/05 Public Representation Session**
There were no members of the public present
- 2307/06 Minutes of the last meeting**
The minutes of the meeting of 3 May 2023 were signed as a correct record.
- 2307/07 Finance**
a) It was resolved to approve the payment listings for May and June 2023.
b) It was resolved to approve the balance sheet for May 2023
** Cllr Bailey left the meeting during the decision of the above and took no part in the vote**
c) It was resolved to approve the income and expenditure account for May 23
d) Councillor Conway will carry out the payment checks for the period July and August
- 2307/08 Financial Reserves**
It was **resolved** that the Council aspires to hold general reserves of at least six months expenditure and from the 2024/2025 budget onwards will include a maximum of £5,000 per annum in order to increase the levels of General Reserve over a period of time.
** Cllr Bailey rejoined the meeting during the decision of the above **
- 2307/09 Election Costs**
It was noted that other Towns in Cornwall have seen an increase in the costs associated with elections.
- 2307/10 Defibrillator**
It was **resolved** to purchase a replacement defibrillator for the Town Hall site
- 2307/11 Exceptional Grants**

**** Helen Gribble (RFO) left the room and took no part in the meeting ****

To was **resolved** to award an exceptional grant of £250 to both Sterts Theatre and Launceston District Guides.

**** Helen Gribble (RFO) returned to the meeting following the discussion and vote ****

2305/23

Urgent Items

Cllr O'Brien raised that Mr David Morris MP raised the question of capping Town and Parish Councils precept raises at Prime Ministers question time and that the Council should bear this in mind while producing it's next budget.

The meeting closed at 8.05 pm.

Signed Date



**Minutes of The Library, Arts, Business and Information Services Committee meeting held on
Thursday 13 July 2022 at 7.00pm in Launceston Town Hall**

Present: Cllrs: Gilbert (Deputy Mayor), Nancarrow, Sleep, Tremain
In attendance: Cllr Soanes substituted for Cllr Bailey
Cllr Heaton substituted for Cllr Gordon
Ewan Murray – Visitor Information Manager (Clerk to the Committee – non-voting)

2307/13 Election of Chairman
Cllr Tremain proposed and Cllr Nancarrow seconded that Cllr Nicola Gilbert be elected Chairman. This was **unanimously agreed**

2307/14 Election of Vice Chairman
Cllr Gilbert proposed and Cllr Sleep seconded that Cllr Dave Gordon be elected Vice Chairman. This was **unanimously agreed**

2307/15 Apologies for Absence
Cllrs Bailey and Gordon

2307/16 Declarations of Interest
There were no declarations of interest

2307/17 Public Representation Session
No representations were made

2307/18 Minutes of Previous Meetings
The minutes of the meeting held on Tuesday 2 May 2023 were agreed and signed as a correct record.

2307/19 Financial Report
It was **noted** that:
i) the VIC was on budget for the current financial year
ii) to save printing costs, councillors should refer to F&GP paperwork previously submitted by the RFO

2307/20 Wider LABI Activities
It was **noted**:
i) the library staff is especially working hard on the summer reading challenge
ii) the new update of events sheet is eye catching and impressive
iii) the committee wish the VIC Manager to pass on thanks to library staff for their hard work

2307/21 Report from VIC Manager
It was **resolved** to:
i) note the report
ii) the VIC would promote and promulgate information about the new phot machine

iii) Where possible, the VIC website should promote local businesses

2307/22

National Theatre Live

The VIC Manager **updated** the committee on the new relationship with National Theatre Live

2307/23

VIC Photo Machine

The VIC Manager **updated** the committee on the new photo machine noting:

- i) it is was generally being well received
- ii) the digital passport facility is proving particularly well used

2307/24

Summer Shop Window Competition

It was noted:

- i) If staffing allowed, the window competition would go ahead
- ii) The library was providing a wide range of activities over the summer holidays

2307/25

Cruise Ships

Cllr sleep **updated** the committee on:

- i) the possibility if cruise ship passengers visiting the town on organised excursions
- ii) should this take place it will likely be in 2025 but planning needs to start this year as events are arranged 2 years in advance

2307/26

Southgate Arch

It was **resolved** that officers should begin exploring the development of Southgate Arch to put it onto a more sustainable financial footing

Proposed Cllr Gilbert

Seconded Cllr Tremain

Carried

2307/27

Items to Note and any Urgent Matters

None were noted

2307/28

Date of Next Meeting

The next meeting will be held on Tuesday 5 September at 7.00pm

The meeting closed at 8.25pm

Signed :

Date:

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MINUTES OF THE MEETING OF THE PLANNING AND ECONOMIC DEVELOPMENT COMMITTEE
held on Thursday 20 July 2023 at 7.00pm
The Otho Peter Suites, Launceston Town Hall

Present Cllrs Bailey (Mayor) Green, Gordon, Harris, Nancarrow, Penhale and Tremain
In attendance: Cllrs Soanes and Heaton
Christopher Drake (Town Clerk)

2307/29 Apologies
Apologies for absence were received from Gilbert (Deputy Mayor) and Cllr Sleep who was substituted with Cllr Heaton

2307/30 Declarations of Interest
There were no declarations of interest

2307/30 Public Representation
There were no representations made

2307/31 Minutes of the last meetings
The minutes of the meeting held on 29 June 2023 were signed as a correct record

2307/32 Current Planning Applications for comment

Application	PA23/04637
Proposal	Variation of Condition 1 (approved plans) of Application No. PA23/00088 dated 22nd February 2023 (Reserved Matters application in respect of outline application PA15/05521 (Proposed residential development to provide 8 dwellings) without compliance with Condition 1 in relation to Decision Notice PA19/03773 dated 08/08/2019)
Location	1 Shooting Park Cottages Penworth Close Launceston Cornwall
Decision	Support

Application	PA23/05142
Proposal	Demolishment of existing driveway pillars, wall to be taken back by 2m on one side and 0.5m on the other. Pillars to be rebuilt on either side of the driveway.
Location	4 Ridgewood Lane St Stephens Launceston Cornwall
Decision	Support

Application	PA23/05208
Proposal	Non material amendment in relation to decision notice PA22/07104 dated 29/09/2022: Move the building by 7.5m southerly
Location	Harrison Forklift Trucks Quarry Crescent Pennygillam Industrial Estate Launceston Cornwall PL15 7PF
Applicant	Harrison Fork Trucks Ltd
Decision	Cornwall Council had notified that this application had been withdrawn

Application	PA23/05486
Proposal	Works to trees in a Conservation area (TCA) - T1,T2 Dead Birch :To

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Location remove to ground level as standing dead
1 Tavistock Road Launceston Cornwall PL15 9HA
Decision Support

2307/33

Planning Decisions to Note

It was resolved to note the applications

Application PA23/00409
Location 35 Westgate Street Launceston Cornwall PL15 7AD
Proposal Listed Building Consent for replacement windows to ground floor of the front and rear of property and front and side attic window. Replacement front door
Decision APPROVED
Town Council Support

Application PA23/00408
Location 35 Westgate Street Launceston Cornwall PL15 7AD
Proposal Replacement windows to the ground floor to the front and rear of property and front and side attic window. Replacement front door
Decision APPROVED
Town Council Support

Application PA23/02348
Location Philip Warren And Son Limited 3 - 4 Dunheved Court Pennygillam Way Pennygillam Industrial Estate Launceston Cornwall PL15 7ED
Proposal Single-storey extension and external decking area with canopy on the front elevation
Decision APPROVED
Town Council Support

Application PA23/04054
Location 1 Tavistock Road Launceston Cornwall PL15 9HA
Proposal Works to trees in a Conservation area (TCA) T1, Holm Oak 10 metre height reduction and 5 metre radial reduction, recommended by the tree survey provided
Decision Decided not to make a TPO
Town Council Support

Application PA23/03616
Location 14 Ridgegrove Lane St Stephens Launceston Cornwall PL15 8EF
Proposal 18 Ground mounted solar panels on 4 frames (2 x 6 panels and 2 x 3 panels)
Decision APPROVED
Town Council Support

Application PA23/03704
Location St Leonards Equitation Centre St Stephens Launceston Cornwall PL15 9QR
Proposal Conversion of and extension to the existing stone built barn to provide accommodation for the senior riding instructor without compliance with condition 2 of decision notice PA18/02855 dated 25/07/2018
Decision APPROVED
Town Council Support

Application PA23/01659
Location 5 St Stephens Hill St Stephens Launceston Cornwall PL15 8HN
Proposal Creation of one off-road parking space with electric vehicle charging point and dropped kerb
Decision REFUSED - The proposed removal of a section of walling and the creation and subsequent use of a new off-road parking space within the front garden of this

Grade II listed building would result in less-than-substantial harm to the appearance, character and setting and significance of listed heritage assets and their contribution to the historic environment within this part of the conservation area which is considered to outweigh the perceived public or social benefit of creating one more off-road parking space. As such, the proposed development conflicts with the provisions, aims and intentions of Policies 24, 12 and 1 of the Cornwall Local Plan Strategic Policies 2010-2030, and the National Planning Policy Framework 2021, with particular reference to paragraphs 8, 130, 189, 194, 195, 197, 199, 200 and 202.

Town Council

Support

2307/34

Correspondence and Items to Note

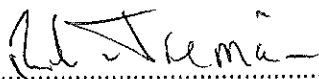
- i) The update regarding pedestrian safety issues at Pages Cross was noted
- ii) Additional bins are required at Ridgegrove open space due to the issue of dog fouling
- iii) The Chair gave an update regarding planning applications PA23/03835 and PA23/03836 - 4 Duke Terrace and advised that Cornwall Council recommended approval of the proposals and that the Chair and Vice Chair of the committee had responded that the Town Council agreed to disagree with the recommendations as per the five day protocol
- iv) The Chair thanked Cllr Heaton for her update following recent planning training attendance
- v) The Mayor advised that she had attended Launceston College to open the newly built science block

Next Meeting

The next meeting of the committee will be held on Thursday 10 August 2023

The meeting closed at 7.11pm

Signed.....



Date.....

10.8.23

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Launceston Town Council
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MINUTES OF THE ESTATES & PROPERTIES COMMITTEE MEETING
Held on Monday 7 August 2023
at 10.00am in The Otho Peter Suites.

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

In attendance: Cllr Soanes and Green
Martin Cornish (Estates & Properties Manager).
Helen Gribble (Deputy Town Clerk)

2308/01 Apologies for Absence

No apologies were received

2308/02 Declarations of Interest

There were no declarations of interest

2308/03 Public Representation Session

There were no representations made

2308/04 Minutes of the last meeting

The minutes of the meeting held on Monday 5th June 2023 were signed as a correct record.

2308/05 Estates & Properties Manager's Report – August 2023

It was resolved to;

- i) note the updates regarding works to Lawrence House Museum and arrange a future site visit for the committee. Cllr Bailey expressed the Council's thanks for all the work that has been undertaken by officers in relation this project.
- ii) note the update regarding the multi storey car park
- iii) note the works at Southgate Arch
- iv) note the update in relation to the town's public facilities
- v) note the update regarding that the installation of goal posts at Priory Park and progress with grant applications
- vi) note the update regarding the plans for the grounds compound
- vii) note the ongoing works regarding the installation of defibrillators
- viii) note the update regarding the works at the Ambulance Hall
- ix) note the update regarding the works at the Town Hall

2308/06 Grammar's Park Allotments

Members considered the request to install an additional water trough at the above site. It was **resolved** that not to install an additional water trough in this financial year.

2308/07 LVFS

It was **resolved** that Launceston Voluntary First Aid Services could store the groups trailer in the Ambulance Hall garage within a clearly defined space only. All other equipment should be removed and stored elsewhere.

2308/08 Cemetery

It was **resolved** that the Estates and Properties Manager would circulate the quotes received and Councillors would respond with their preferred choice of contractor and works progressed.

2308/09 Public Toilets

It was **resolved** to reopen the Walk House toilets with immediate effect and Race Hill toilets when practical to do so. If Council staff found anti-social behaviour occurring within any of the Council public toilets the committee agrees that they should be closed again with immediate response.

The Council will write to Police and Crime Commissioner about the issues of anti-social behaviour within Launceston.

2308/10 Urgent Items

There were no items for consideration

Date of the next meeting

The next meeting date will be held on Monday 2 October 2023

The meeting closed at 11.01am

Signed.....

Date.....

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MINUTES OF THE MEETING OF THE PLANNING AND ECONOMIC DEVELOPMENT COMMITTEE
held on Thursday 10 August 2023 at 7.00pm
The Otho Peter Suites, Launceston Town Hall

Present Cllrs Gilbert (Deputy Mayor), Green, Gordon, Harris, Penhale, Sleep and Tremain
In attendance: Cllrs Soanes and Heaton
Helen Gribble (Deputy Town Clerk)

2308/11 Apologies
Apologies for absence were received from Cllr Bailey (Town Mayor)

2308/12 Declarations of Interest
There were no declarations of interest

2308/13 Public Representation
There were no representations made

2308/14 Minutes of the last meetings
The minutes of the meeting held on 20 July 2023 were signed as a correct record

2308/15 Current Planning Applications for comment

Application PA23/03095
Proposal Replacement of three sash windows at first floor at front of building.
Location 11 Angel Hill Launceston Cornwall PL15 8BS
Decision Support

Application PA23/04918
Proposal Listed Building Consent for the replacement of the garden gate and three sash windows at first floor at the front of the building.
Location 11 Angel Hill Launceston Cornwall PL15 8BS
Decision Support

Application PA23/04605
Proposal Construction of a lightweight monopitch structure with corrugated roof sheets over the existing walled car parking area at the bottom of the garden to provide a covered shelter for one car and a storage area, including a 5.9kw domestic solar array on the roof and a battery store on the existing back wall.
Location 25 St Stephens Hill St Stephens Launceston Cornwall
Decision Support

Application PA23/04606
Proposal Listed Building Consent for the construction of a lightweight monopitch structure with corrugated roof sheets over the existing walled car parking area at the bottom of the garden to provide a covered shelter for one car and a storage area, including a 5.9kw domestic solar array on the roof and a battery store on the existing back wall.
Location 25 St Stephens Hill St Stephens Launceston Cornwall

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Decision	Support
Application	PA23/05146
Proposal	Reserved matters application for appearance, landscaping, layout and scale (details following outline consent PA20/03709 dated 15/07/2020 for one detached dwelling)
Location	The Ranch Chapel Launceston Cornwall
Decision	Support
Application	PA23/05419
Proposal	Construction of an industrial building for Class E(g)(i),(ii),(iii); B2 and B8 Uses without compliance of condition 2 in relation to decision notice PA22/07104 dated 29/09/2022
Location	Harrison Forklift Trucks Quarry Crescent Pennygillam Industrial Estate Launceston
Applicant	Harrison Forklift Trucks
Decision	Support
Application	PA23/06013
Proposal	Single storey front ground floor bedroom extension. Single storey side / wrap around extension (replaces garage & utility) Rear patio area
Location	4 Trevallyn Road Launceston Cornwall PL15 7HN
Decision	Support

2308/16

Planning Decisions to Note

It was **resolved** to note the applications

Application	PA23/03534
Location	7 Trecarrell Launceston Cornwall PL15 9DE
Proposal	Proposed loft conversion to include installation of cabrio roof balcony
Decision	APPROVED
Town Council	Support
Application	PA23/03836
Location	The Studio 4 Duke Terrace St Stephens Launceston Cornwall PL15 8HJ
Proposal	Listed Building Consent for creation of new access off highway, construction of stone wall and hedge, repairs to existing stone boundary wall, removal of glazed link to store, installation of solar panels and provision of additional services to office (ASHP unit, gas, water and electric boxes and rapid electric car charging point).
Decision	APPROVED
Town Council	The Town Council objects to this application due to highways safety concerns, the proposed demolition of a wall and the sub-division of the two properties
Application	PA23/03835
Location	The Studio 4 Duke Terrace St Stephens Launceston Cornwall PL15 8HJ
Proposal	Creation of new access off highway, construction of stone wall and hedge, repairs to existing stone boundary wall, removal of glazed link to store, installation of solar panels and provision of additional services to office (ASHP unit, gas, water and electric boxes and rapid electric car charging point).
Decision	APPROVED
Town Council	The Town Council objects to this application due to highways safety concerns, the proposed demolition of a wall and the sub-division of the two properties



2308/17

Correspondence and Items to Note

Councillor Tremain asked that we write to Cornwall Council about the over grown hedges throughout the Town

Next Meeting

The next meeting of the committee will be held on Thursday 31st August 2023

The meeting closed at 7.20pm

Signed.......... Date..... 11. 8. 23

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MINUTES OF THE MEETING OF THE PLANNING AND ECONOMIC DEVELOPMENT COMMITTEE
held on Thursday 31 August 2023 at 7.00pm
The Otho Peter Suites, Launceston Town Hall

Present Cllrs Gilbert (Deputy Mayor), Green, Gordon, Harris, Nancarrow, Penhale and Tremain
In attendance: Cllrs Soanes and Heaton
Christopher Drake (Town Clerk)

2308/36 Apologies
Apologies for absence were received from Cllr Bailey (Town Mayor)

2308/37 Declarations of Interest
There were no declarations of interest

2308/38 Public Representation
There were no representations made

2308/39 Minutes of the last meetings
The minutes of the meeting held on 10 August 2023 were signed as a correct record

2308/40 Current Planning Applications for comment

Application PA23/03527
Proposal Demolition of garage and erection of self contained annexe
Location 21 Race Hill Launceston Cornwall PL15 9BB
Decision Support

Application PA23/05720
Proposal Change of Use from former warehouse to Class C3 dwellinghouses to create one 2-bedroom single-family maisonette dwelling and one 1-bedroom single-family dwelling
Location 4 Madford Lane Launceston PL15 9EB
Decision Support

Application PA23/05721
Proposal Listed building consent: Change of Use from former warehouse to Class C3 dwellinghouses to create one 2-bedroom single-family maisonette dwelling and one 1-bedroom single-family dwelling
Location 4 Madford Lane Launceston PL15 9EB
Decision Support

Application PA23/06573
Proposal Listed Building Consent for alterations to ground-floor retail area and subdivision of shop frontage. Alterations to the ground and second floor of buildings to the rear, including two additional windows and change of existing ground floor window to a door and creation of one-bedroom dwelling to the rear without compliance with Conditions 2, 3 and 4 of decision notice PA22/05919 dated 18.08.2022.
Location 15 - 17 Church Street Launceston Cornwall PL15 8AW
Decision Support

2308/41

Planning Decisions to Note

It was **resolved** to note the applications

Application	PA23/05142 APPROVED
Location	4 Ridgemoor Lane St Stephens Launceston Cornwall PL15 8EF
Proposal	Demolishment of existing driveway pillars, wall to be taken back by 2m on one side and 0.5m on the other. Pillars to be rebuilt on either side of the driveway.
Decision	APPROVED
Town Council	Support
Application	PA23/03583
Location	Horwell Villas Dutson Road Launceston Cornwall PL15 8DJ
Proposal	Removal and reconstruction of walling and separate shed walling to widen access, reconfiguration of steps.
Decision	APPROVED
Town Council	Support
Application	PA23/04577
Location	Westgate Mews Dockey Launceston Cornwall PL15 7AZ
Proposal	Proposed re-pointing works to stonework wall along parking area. Construct buttressing wall in front of the low level stonework wall with brickwork above. Repairs to stone buttress wall. Unstable wall to be disassembled and rebuilt using original stone.
Decision	APPROVED
Town Council	The Town Council support this application. As part of the medieval wall , the site must be properly repaired and maintained

2308/42

Correspondence and Items to Note

It was **agreed** that;

- 1) Cllr Harris attend the Local Area Energy Plan meeting at Bodmin on 25 September
- 2) Cllr Gordon attend the Planning Enforcement and Appeals training on Wednesday 31 October

Next Meeting

The next meeting of the committee will be held on Thursday 21 September 2023

The meeting closed at 7.17pm

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

MAYOR & DEPUTY MAYORS CALENDAR OF EVENTS
AUG/SEPT

DATE	EVENT	ATTENDING
4.8.23	PADSTOW CARNIVAL JUDGING	MAYOR & CONSORT
8.8.23	ALOTMENT JUDGING	MAYOR & CLLR TREMAIN & GORDON
17.8.23	MAYORS OF CORNWALL MEETING	MAYOR
22.8.23	CHRISTMAS TREE CHOOSING	MAYOR, DEPUTY MAYOR & CLLR GORDON
25.8.23	MEETING WITH SCOTT MANN	MAYOR
30.8.23	MARK PHELAN FUNERAL	MAYOR, DEPUTY MAYOR & CONSORTS
4.9.23	MARY WILLIAMS FUNERAL	DEPUTY MAYOR

PROJECTS	PERSON/S RESPONSIBLE		NOTES	STATUS
Town Hall changing room refurbishment	Estates Mgr		Architects have visited the site and quotations have been received	ONGOING
Town Hall stage accessibility	Estates Mgr		This work is being reviewed as part of the changing room refurbishment	COMPLETED
First Aid organisation relocated from Ambulance Hall garage area	Town Clerk		Space for LVFS trailer agreed	RESOLVED PRIORITY PROJECTS
Green Room garage cleared	Estates Mgr			WORK TBC
Green Room building future use	Council		In the short term the upper floor will be cleared and used as an office/welfare area for the stewards team, as well as providing proper storage space for tech equipment. The garage area will be used to stock Council gazebos	
Library team relocate to new Hub	Library Mgr /Town Clerk		Clerk working with CC on proposed library site. HoT's received from CC and proposed site seller. Solicitors assigned. Contract works ongoing as of 13 September	
Car park machines updated	RFO/ F+GP committee			
Electric charging points installed	Estates Mgr		Works agreed and awaiting start date. Company has advised of an estimated 6 month lead time on project	

Car park refurbished and new signage erected	Estates Mgr		PCA report received and considered by June Estates and Properties committee. Agreed that consultants be assigned to undertake investigation works. Survey works undertaken on 10 July
Lawrence House repairs and future maintenance programme	Town Clerk/ Council		Grant bid successful and works ongoing. Completion estimated as Autumn/Winter 2023. Vision for site agreed at August Council and works undertaken
Priory Park play equipment installation project	Town Clerk/ RFO/ Estates Mgr		Football goals installed, following works at site by National Grid. Grant company assigned on a no win no fee basis to explore further grants. All CIL receipts allocated to new equipment purchase
New cemetery land acquisition			Meeting held with landowner on 8 June with proposed potential siting for new cemetery adjacent to Stourscombe. Awaiting quote for costs of land purchase
Conversion of new land at St Thomas as rest garden	Town Clerk		
Installation of live streaming equipment at Town Hall	Town Clerk/RFO		
Adoption of new nature area at Ridgemoor	Town Clerk/ Estates Mgr		HoT received from Cornwall Council in December and officers awaiting clarification of areas of responsibility

Adoption of new nature are at Windmill Hill	Town Clerk/ Estates Mgr		HoT received from Cornwall Council in December and officers awaiting clarification of areas of responsibility
Design and build of new grounds compound	Estates Mgr		Site visits have been held and a quotation and design works received. Ecology Assessment undertaken. Pre Planning application submitted
Welcome Back Fund works	RFO/VIC Mgr/ Town Clerk		
Town Vitality Fund works	RFO/VIC Mgr		Meetings ongoing to agree projects and new funding streams
Quality Gold Accreditation	Town Clerk		Council policy documents being updated and agreed by Council as part of the process. Website updates ongoing
Tree planting scheme at Coronation Park and Town Council sites	Town Clerk/ Estates team		Sakura blossom trees planted and tree planting for Passmore Edwards Centenary at current library site
Employment evaluation	Town Clerk/ Council		
Site clearance at Stourscombe	Estates Mgr		
New town bypass to be investigated	Town Clerk		West Devon Bourough Council and Cornwall Council have been contacted about the project and meeting dates TBA. VIC manager liasing with Scott Mann MP

Rail link with Okehampton and/or Tavistock	Town Clerk		West Devon Bourough Council and Cornwall Council have been contacted about the project and meeting dates TBA. Officers have also requested meetings with OKErail
Solar panels to be explored on all Council owned buildings	Town Clerk		Email sent to CC planning dept. Response advises that cost implication for site visits. Council has resolved not to undertake any further works and written to complain about excessive costs of consultation process
Repairs to Town Hall/Clocktower due to water ingress	Town Clerk/ Estates Mgr		
New skatepark installation at Coronation Park	Town Clerk		Betong Park awarded contract and initial planning enquiries started. Consultation event held at Launceston Show and library

Agenda item: 11

Committee: Full Council

Date: Tuesday 19 September 2023

Subject: Progress and Information

Summary: To consider various items of Progress and Information

Recommendations.

The Council is recommended to;

- 1) agree the internal audit proposal from Hudson Accounting**
 - 2) agree to the adoption of the town brand**
-

1 Internal Audit Proposal

- 1.1 Our current Internal Audit Agreement with Hudson Accounting has now expired and a new proposal has been submitted at a cost of £1,500 per annum, fixed for the three financial years 2023/24 to 2025/26. This is the same price as the Council has previously been paying for the service.

2 Town Brand

- 2.1 Further to the recent presentation to the Council of the proposed town brand, the Council is now recommended to agree that the brand proposal be adopted and that the branding be used throughout the town and on Council signage, including websites, so as to ensure a cohesive product brand is established throughout the town.

Contact officer: Christopher Drake – Town Clerk
Tuesday 12 September 2023



IMAGINE - CREATE - INSPIRE

Upton Cross • Liskeard • Cornwall • PL14 5AZ
e-mail: office2@stertsarts.org • www.sterts.co.uk Tel: 01579 362382

Christopher Drake
Town Clerk
Launceston Town Council
The Town Hall
Launceston
Cornwall
PL15 7AR

August 1st 2023

Dear Christopher Drake

We were really delighted to receive this donation for Sterts which comes at a particularly helpful time for the charity. It means so much to us, and in some ways is more than the actual sum itself. It is proof for our funders that the community well and truly believes in us and wills us to succeed. We have every determination to do so. Please do thank the Town Council on our behalf.

At the moment we are putting together a big funding bid to ensure that we can build a theatre worthy to bear the name of Sterts, and one of the criteria that we have to satisfy is that there is community support. Your donation is the kind of proof that is incontestable and is of enormous consequence.

We are assuming that you would like the donation to go towards the theatre rebuild, but if there is anything specific that you would like the money to support, please do let us know and we will reserve it for that purpose. At the moment the build is our most pressing concern.

Thank you so much for your generosity.
Yours sincerely

Nick Hart

*emailed to say the money
needs to spent in accordance
with the grant application.*

Sterts Amphitheatre - May-Sept • Year-round Indoor Performance Programme
The Hall Gallery • Conference Facilities • Costume Hire
Facilities for the Disabled • Fully-Licensed Bar & Conservatory • Ample Car & Coach Parking
Life President Anne Sturrock

Sterts Arts & Environmental Centre. Registered under the Charities Act 1960. No. 1189424.
Liskeard Musical Theatre Company, (formed 1870), amalgamated with Sterts 2011
