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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 17 October 2023 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: 11 October 2023

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-registerable 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. Co-option to the Council

To co-opt a Councillor to represent the North Ward

4. 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)

5. To confirm and sign the minutes of the last meeting previously circulated:

- (i) Minutes of the Full Council held on Tuesday 19 September 2023 at 7.00pm

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

- (i) Library, Arts, Business and Information held on Tuesday 5 September 2023 at 7.00pm
- (ii) Finance and General Purposes held on Wednesday 6 September 2023 at 7.00pm
- (iii) Planning and Economic Development held on Thursday 21 September 2023 at 7.00pm

7. 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

8. 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

9. Report from the Town Mayor and Deputy Mayor

To receive the Mayor's and Deputy Mayor's Monthly Report

10. Report from the Town Clerk

To receive the latest RAG update report (copy attached)

11. Licensing Act Policy Review

Cornwall Council as Licensing Authority, is responsible for licensing and regulation of alcohol, entertainment and late night refreshment under the Licensing Act 2003. The Council is required to publish a Statement of Licensing Policy, and this policy must be reviewed at least every 5 years.

A revised policy has now been drafted and is available by the below link:

<https://www.cornwall.gov.uk/media/jxolos25/draft-revised-licensing-act-policy.docx?d=w4f6de739f8f94fc99d150a18408628f4&csf=1&web=1&e=dqYFBt>

The draft includes changes in legislation, statutory guidance, best practice as well as a number of minor updates/amendments and for ease of reference, the changes in the draft policy are shown in shaded italic text.

As this is a large document, paper copies will be available on request

Closing date for comments is 20 November 2023. All comments will then be referred back to the Licensing Act Committee for consideration.

12. Polling Districts and Polling Places Review

Cornwall Council is undertaking a review of Polling Districts and Polling Places and inviting comments on the suitability of polling stations and voting arrangements at elections. By law, a review must be undertaken every five years. More detailed information is available on the Cornwall Council website at www.cornwall.gov.uk/review. Cornwall Council are inviting comments on the suitability of polling stations and voting arrangements at elections. The review will aim to ensure that voting arrangements for future elections suit the needs of the electors in each area. The report of the Acting Returning Officer concerning the Polling Districts and Polling Places Review for Launceston is attached.

All responses to must be received by Monday 6 November 2023.

13. Correspondence and matters to note

Additional information can be provided at the meeting if required.

1 Note the venue usage

14. Urgent Items

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

15. 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

16. Library Hub

To consider any updates in regards to the proposed library hub

Date of next Meeting

The next Full Council meeting will be held on Tuesday 21 November at 7.00pm