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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 19 March 2024 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: 13 March 2024

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. 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 Full Council held on Tuesday 20 February 2024 at 7.00pm

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

- (i) Planning and Economic Development held on Thursday 22 February 2024 at 7.00pm
- (ii) Finance and General Purposes held on Wednesday 6 March 2024 at 7.00pm
- (iii) Extraordinary Finance and General Purposes held on Tuesday 12 March 2024 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 and Deputy Mayor

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

9. Report from the Town Clerk

To receive and consider the updates of the latest RAG schedule (copy attached)

10. Safer Greener Streets Request for Match Funding

To consider a report from Cllr Gordon regarding the Safer Greener Streets (SGS) project.

To support the bid of £200,000 for the works to the castle entrance, a 10% match funding is required. To date there is £10,000 of S106 available, the Chamber of Commerce has agreed to contribute £3,605 and the Town Council is asked to consider funding a sum of £3,605 to match that of the Chamber. The remainder of the match funding would come from the Town Accelerator Fund (TAF) and/or the Town Delivery Fund. It is pertinent to note that the TAF monies were to be used to reinstitute the town centre bollards.

To date the Town Council has resolved to support SGS but has not allocated any funding

11. Council Policies

To consider and agree the Health and Safety Policy (copy attached):

12. Local Council Award Scheme

To confirm that all documentation and information is in place to meet the Local Council Award Scheme Quality Gold criteria and to authorise the Town Clerk to submit the necessary application.

13. Councillor Surgery Rota

To complete the surgery rota

14. Mayor Elect – 2024-25

To consider Notices of Motion for the position of Mayor and Deputy Mayor for the civic year commencing in May 2024 (copies attached)

15. Easter Bank Holidays – Public Notice of Meetings

The Council cannot use the following as clear days as required for giving notice of the meeting.

Maundy Thursday 28 March

Good Friday 29 March

Saturday 30 March

Easter Sunday 31 March

Easter Monday 1 April

Easter Tuesday 2 April

Therefore the meeting of the Estates and Properties Committee will need to be re-scheduled from Tuesday 2 April and the agenda for the meeting of the Planning and Economic Development Committee being held on Thursday 4 April will have the agenda for the meeting posted on Monday 25 March, leaving Tuesday 26, Wednesday 27 and Wednesday 3 April, as the clear days.

These legal definitions of the Easter break as per LGA 1972 s270.

16. Correspondence and matters to note

Additional information can be provided at the meeting if required.

1 Note the venue usage

17. Urgent Items

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

18. 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 item as it involves the likely disclosure of confidential information

19. Staffing Committee Minutes

To receive the minutes of the Staffing Committee meeting held on Monday 11 March 2024 at 11.00am (copy attached)

Date of next Meeting

The next Full Council meeting will be held on Tuesday 16 April 2024 at 7.00pm