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Launceston Town Council
The Town Hall
Launceston
Cornwall PL15 7AR

MINUTES OF THE ESTATES & PROPERTIES COMMITTEE MEETING
Held on Monday 7 October 2024
at 10.00am in The Otho Peter Suites.

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

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

2410/01 Apologies for Absence

Apologies were received from Cllr Bullen and Cllr Penhale who was substituted by Cllr O'Brien

2410/02 Declarations of Interest

There were no declarations of interest

2410/03 Public Representation Session

There were no representations made

2410/04 Minutes of the last meeting

The minutes of the meeting held on Thursday 12th September 2024 were signed as a correct record.

****Cllr Heaton entered the meeting at 10.03****

2410/05 Estates & Properties Manager's Report – October 2024

It was **resolved** to;

- i) note the updates regarding planning applications to Historic England for Lawrence House
- ii) note the update regarding the multi storey car park reports
- iii) note the works completed at Dockacre Cemetery
- iv) note the update regarding Southgate Arch
- v) note the update regarding the Ambulance Hall tender
- vi) note the update regarding maintenance works at the Town Hall
- vii) note the work that has been undertaken by the contract cleaners in the public toilets around the town and the appreciation received by residents

- viii) note the update regarding the current position of the proposed new Grounds Compound
- ix) note the update regarding works to the Coach Park
- x) note the work undertaken to submit the CIL bid for Priory Park
- xi) note the update regarding the waste stored at the compound
- xii) note the auditing of street furniture and the requirement for bench replacement
- xiii) note the annual booking of Fire Risk Assessments across Council sites
- xiv) note the update on Display Screen Equipment assessments and staff training

2410/07 Coach Park

It was **resolved unanimously** that the quote received from NC Wade & Sons for works to the Coach Park be accepted

2410/08 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

2410/09 Ambulance Hall Roof Tenders

It was **resolved unanimously** that the tender for the Ambulance Hall roof repairs be awarded to Gwella Contracting Services

Date of the next meeting

The next meeting date will be held on Monday 2 December 2024

The meeting closed at 10.23am

Signed.....

Date.....