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Launceston Town Council
The Town Hall
Launceston
Cornwall PL15 7AR

MINUTES OF THE FULL COUNCIL MEETING
held on TUESDAY 17 DECEMBER 2024 at 7.00pm in the Town Hall

PRESENT Cllrs Bailey (Mayor), Gilbert (Deputy Mayor), Bullen, Conway, Gordon, Green, Harris, Heaton, Hogan, Lankston, Nancarrow, O'Brien, Penhale, Soanes, Tremain and Young
In attendance: Cornwall Cllr Paynter
Christopher Drake (Town Clerk)

A silence was held in memory of former Town Council colleague Steve Best

- 2412/07 Apologies for absence**
There were no apologies for absence.
- 2412/08 Declarations of Interest**
There were no declarations of interest
- 2412/09 Public Representation Session**
There were no representations made
- 2412/10 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 19 November 2024 at 7.00pm
- 2412/11 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 28 November 2024 at 7.00pm
(ii) Estates and Properties held on Monday 2 December 2024 at 10.00am subject to the amendment that Cllrs Bullen and Soanes were in attendance at the meeting
- 2412/12 Reports from Cornwall Councillors**

Cllr Conway began by speaking in memory of Mr Steve Best. Cllr Conway then provided an update on the current car park consultation that includes three Launceston car parks and raised concerns regarding traffic management if the proposals are agreed and that the Town Council should be involved in any devolution process. Cllr Conway also advised that a number of E-Buses had been purchased but that none were proposed to be used in Launceston or the surrounding areas

Cllr Paynter advised that he was working to see if the booking scheme for the local recycling centre could be scrapped in Launceston. There was a slight delay on Cormac works due to the recent storm as crews had been diverted to deal with emergency matters. The changes to the National Planning Policy Framework will mean an increase in

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house building numbers. Cllr Paynter also spoke about the English Devolution White Paper and what this would mean to local government and the possibility of Mayoral authorities.

Cllr Tremain enquired if the Town Council should object to the recycling centre booking scheme proposals

Cllr Young spoke about an issue raised at the recent meeting of the Municipal Charities, who were advised in regards to a family re-housed in Launceston who were told that the white goods distribution service would not deliver to the area as it was too far for delivery and asked the Cornwall Councillors if they could look into the matter.

Cllr Green asked if a permanent memorial was being considered in memory of Mr Steve Best

Cllr Bailey stated that the timing for the car park consultation seemed poor and that the consultation was difficult to complete online and that the whole process appears unprofessional

Cllr Soanes stated that the car park consultation process did not allow for anonymous submissions

2412/13

Reports and Questions from Town Councillors

Cllr Heaton provided an update from the Launceston PPG and spoke of the retirement of the senior partner and new appointments, a list of chargeable fees that could be circulated to all Members and that the AGM is scheduled to be held in January 2025. Cllr Heaton also spoke about the difficulties faced by many vulnerable residents in isolated areas following the recent storm

Cllr Soanes thanked everyone who had supported the Royal British Legion events and advised that the Branch had collected £30,000 for the year

Cllr Tremain spoke about the recent meeting of the Municipal Charities and thanked the Town Council for the organisation's grant. Cllr Tremain also spoke about the English Devolution White Paper and the effect this could have on the services and heritage of Cornwall

Cllr Bailey advised that the Town Mayors of Cornwall group were in discussion regarding the recent devolution white paper and would be lobbying parliament

Cllr Gordon provided a written update regarding Connect Launceston that was distributed to all Members

Cllr O'Brien proposed that a meeting be held with the Mayor, Deputy Mayor and past Mayors to review the Emergency Plan

2412/14

Report from the Town Mayor and Deputy Mayor

The Mayor provided an update on the Mayoral activities

2412/15

Report from the Town Clerk

Members considered Report 21/24 regarding the above (previously circulated).

It was **resolved** to:

- i) note the RAG report



- ii) Agree that the planning application for the new library building be submitted to Cornwall Council
- iii) note the update regarding storm damage to Council properties
- iv) note the Council operations over the Christmas and New Year period
- v) agree match funding towards a grant for works to Southgate Arch
- vi) note the details regarding the A388 Road Safety Campaign
- vii) note the details regarding the Terrorism (Protection of Premises) Bill, also known as Martyn's Law and the impact on the Town Council
- viii) note the letter from NED Board of Newquay Airport Ltd regarding the bid to acquire 25 Cornwall Council car parks
- ix) agree moving the date for the January Finance and General Purposes Committee and agree an Extraordinary Meeting of Council on Thursday 30 January to allow for budget setting

2412/16

Internal Audit Report

It was **resolved** that the internal audit report be noted and thanks be minuted to all Council colleagues involved in the work in the process.

2412/17

Notification Relating to a Property Asset in the Town - Land at Link Road, Launceston

Members considered Report 21/24 concerning the above (previously circulated). It was **resolved** to note the report

2412/18

Correspondence and Matters to Note

It was **resolved** to;

- i) note the venue usage
- ii) note the Christmas Card received from Launceston Tasmania
- iii) note the Mayors thanks to all involved in the Christmas Light Switch On event

2412/19

Urgent Items

There were no items for consideration

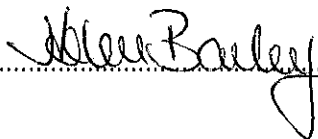
The Mayor concluded the meeting by wishing everyone a Merry Christmas and a Happy New Year

Date of the next meeting of the Council

The next Full Council meeting will be held on Tuesday 21 January 2025

The meeting ended at 7.55pm

Signed



Date

21.1.2025 .

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Cornwall PL157AR

MINUTES OF THE MEETING OF THE PLANNING AND ECONOMIC DEVELOPMENT COMMITTEE
held on Thursday 19 December 2024 at 7.00pm
The Otho Peter Suites, Launceston Town Hall

Present Cllrs Bailey (Mayor), Gilbert (Deputy Mayor), Gordon (Vice Chair), Green, Harris, Lankston, Nancarrow and Penhale
In attendance: Cllrs Conway and Heaton
Christopher Drake (Town Clerk)

2412/20 **Apologies**
Apologies for absence were received from Cllr Tremain who was substituted by Cllr Conway

2412/21 **Declarations of Interest**
There were no declarations

2412/22 **Public Representation**
There were no representations made

2412/23 **Minutes of the last meetings**
The minutes of the meeting held on 28 November 2024 were signed as a correct record

2412/24 **Current Planning Applications for comment**

Application PA24/07632
Proposal Residential development for a scheme of 22 houses to include a terrace of 6 houses facing on to St Joseph's Road and a private road from Cross Lanes serving 16 houses
Location Cross Lanes Cross Lanes St Stephens Launceston
Decision Support

Application PA24/09180
Proposal Non-material amendment in relation to decision notice PA24/01381 dated 30/08/2024, namely 1) The addition of a rising main to the site's western boundary with required easement resulted in the moving of dwellings, roads, and infrastructure to the east. 2) Changes to the layout of the proposed cycle path to the north of the site. 3) Relocation of the proposed electrical substation to the south of the site.
Location Land South Of Tavistock Road Tavistock Road Launceston Cornwall PL15 9JY
Decision Support

Application PA24/09250
Proposal First floor rear extension to provide additional bedroom space, formation of first floor shower room, rear single storey office extension in place of existing conservatory, external repairs and siting of garden office pod.
Location 3 Duke Terrace St Stephens Launceston Cornwall
Decision The Town Council support this proposal in principle subject to the use of upvc windows in the application which is inappropriate for a listed building. Whilst the Town Council supports the use of double glazing, any new window must be wooden and joinery details should be submitted for approval.

Application	PA24/09251
Proposal	Listed building consent for first floor rear extension to provide additional bedroom space, formation of first floor shower room, rear single storey office extension in place of existing conservatory, external repairs and siting of garden office pod.
Location	3 Duke Terrace St Stephens Launceston Cornwall
Decision	The Town Council support this proposal in principle subject to the use of upvc windows in the application which is inappropriate for a listed building. Whilst the Town Council supports the use of double glazing, any new window must be wooden and joinery details should be submitted for approval.

2412/25

Planning Decisions to Note

It was **resolved** to note the applications

Application	PA24/08278
Location	Hay Common Launceston
Proposal	Non-material amendment in relation to decision notice PA23/08076 dated 29/11/2023, namely 1) Addition of new internal secure fence line within the site. 2) Move school signage on building from north elevation to south elevation.
Decision	APPROVED
Town Council	NO COMMENT
Application	PA24/07524
Location	Land At Quarry Lane Newport Launceston PL15 8EX
Proposal	Erection of units, Use Class B8, with associated works without compliance with Condition 2 of Decision Notice PA21/10037 dated 9th August 2022
Decision	APPROVED
Town Council	SUPPORT
Application	PA24/06822
Location	St Stephens Community Academy Roydon Road St Stephens Launceston Cornwall PL15 8HL
Proposal	Installation of 2.4m weld mesh perimeter and playground security fencing and associated vehicular and pedestrian gates.' without compliance of condition 2 of decision PA23/05855 dated 24/11/2023.
Decision	APPROVED
Town Council	SUPPORT

2412/26

Off Street Parking Order- 2025

Members considered the details of the Off Street Parking Order proposals to remove a number of Cornwall Council owned car parks from the Order and for these to be leased and operated as a car park by a third party organisation. It was **resolved unanimously** that;

- i) the Town Council strongly opposes the proposals
- ii) any devolution of car parking services must include the opportunity for the Town Council to consider taking on an asset
- iii) if car parks are to be charged on a 24 hour basis, this will lead to more on street parking and be contrary to any traffic management plans
- iv) increases in parking charges will deter visits to the town centre and have a detrimental effect on local trade and business
- v) the Town Council is concerned about the omission of the Cattle Market car park from the Order and requests details on why this is the case and if there are changes in place for the future of this site
- vi) the timing of the consultation over the Christmas and New Year period is poor and reduces the amount of time available for full and proper consultation due to the Bank Holiday period

Cllr Bailey left the meeting at 7.22pm immediately following the vote of the above item

2412/27

Correspondence and Items to Note

The letter from Marazion Town Council was noted

Next Meeting

The next meeting will be held on Thursday 9 January 2025

The meeting closed at 7.26pm

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



**Minutes of The Library, Arts, Business and Information Services Committee meeting held on
Tuesday 7 January 2024 at 7.00 pm in the OP Rooms**

- Present:** Cllrs: Bailey (Mayor), Gilbert (Deputy Mayor), Gordon, Lankston, Nancarrow, and Tremain
- In attendance:** Cllrs Green, Heaton and Soanes
- Ewan Murray (VIC Manager – non-voting)
- 2501/01 Apologies for Absence**
None received
- 2501/02 Declarations of Interest**
There were no declarations of interest
- 2501 /03 Public Representation Session**
There were no members of the public present
- 2501/04 Minutes of Previous Meetings**
The minutes of the meeting held on Tuesday 7 November 2024 were agreed and signed as a correct record
Proposed: Cllr Lankston
Seconded: Cllr Bailey
Carried:
- 2501/05 Financial Report**
It was **noted** that:
- The VIC is on budget for the current financial year
 - Councillors receive VIC financial reports via the F&GP Committee paperwork
 - The VIC manager reported that this subject will continue as an agenda item to ensure any divergence, should it occur, is reported to the LABI committee
- 2501/06 Report from VIC Manager**
The content of the previously circulated report was **noted including:**
- The council will be consulted about the final plans for the Priory Park installations
 - The council correctly followed the safeguarding protocols in relation to the recent incident
 - When the VIC refurbishment work is underway, there will be occasions when the centre will need to close including asbestos and electrical
- 2501/07 Update of Broader LABI Activities**
The committee **received an update** from the Library Manager including:
- All library newsletters are available on the Cornwall Council website

- ii. Bleed kits have been installed at the library by Cornwall Council
- iii. A range of Cornwall Council officers are to offer support in Launceston, dates to be confirmed
- iv. Truro Museum is offering outreach support to Launceston
- v. AI sessions for women and girls is to be offered locally

2501/08 Projects and Funding Update

It was **noted** that the project and funding updates were given within the VIC Manager's report

2501/09 Connect Launceston Update

1. The committee **noted**:
 - i the Connect Launceston update from Cllr Gordon
 - ii the Connect Launceston working group will submit a grant application to the 2025/26 GWR Customer and Community Improvement Fund, to support environmental impact assessments
2. The committee **recommends** that the council allocates the sum of £3,500 in budget 2025/26, to act as matched funding to the GWR grant application

Proposed: Cllr Lankston

Seconded: Cllr Gordon

Carried

2501/10 Items to Note and any Urgent Matters

It was **noted** that because of a change in service provision, the VIC needs to reassess its charging policy

2501/11 Date of Next Meeting

The next meeting will be held on Tuesday 4 March 2025 at 7:00pm

The meeting closed at 7.55pm

Signed :

Date:

MAYOR & DEPUTY MAYORS CALENDAR OF EVENTS
DECEMBER 2024 - JANUARY 2025

DATE	EVENT	ATTENDING
13.12.24	MEETING WITH MP AS RAILWAY WORKING PARTY REPS	MAYOR
19.12.24	KERNOW HOUSE CAROL SERVICE	DEPUTY MAYOR & CLLR YOUNG
19.12.24	CAROLS IN THE TOWN SQUARE	MAYOR & DEPUTY MAYOR
20.12.24	SANTA TOUR OF TOWN	MAYOR
14.01.25	STEVE BEST FUNERAL	MAYOR
20.01.25	LAUNCESTON COLLEGE - MEET NEW HEAD TEACHER	MAYOR

PROJECTS	PERSON/S RESPONSIBLE	NOTES	STATUS
Library relocate to new Hub	Town Clerk	RIBA Stage 3 works complete Planning application ready for submission	Priority project
Lawrence House repairs and future maintenance programme	Town Clerk/Snr Mgt Team Council	Exterior works completed. Contractor working on undertaking internal works. Museum artefacts temporarily stored at rented units in Pennygillam. Working Party group established. Trust status legal advice received from Wheelers Law Group - 4 September Historic Impact Assessment of site undertaken in preparation of pre planning application and copy received 12 November 24 Meeting with Lottery Heriatge Fund on 4 February to discuss further stage of funding	Ongoing
Design and build of new grounds compound	Estates Mgr	Site visits have been held and a quotation and design works received. Ecology Assessment undertaken. Planning permission granted. Funding for part of the project has been assigned but additional funds required for completion.	Completed
New skatepark installation at Coronation Park	Town Clerk		
Priory Park play equipment installation project	RFO/ Estates Mgr	Football goals installed. Public consultation event held CIL funding bid successful and tender to be published in January 2025	

Town Hall changing room refurbishment	Estates Mgr	Architects have visited the site and quotations have been received. This work will be reviewed following the conclusion of the current priority projects	STATUS
Town Hall stage accessibility	Estates Mgr	This work is being reviewed as part of the changing room refurbishment	Priority project
Green Room building future use	Council	Council to agree use for the site. This work will be reviewed following the conclusion of the current priority projects Site currently being used to store some grounds equipment due to poor state of container at grounds compound	Ongoing
Electric charging points installed	Estates Mgr	Works agreed but will be considered once required works to the car park have been identified as these may impact on the installation.	Completed
Car park refurbished and new signage erected	Estates Mgr	PCA report received and considered by June Estates and Properties committee. Condition report update received and Council considered details at September meeting. Awaiting full cost summary	
New cemetery land acquisition			STATUS

Conversion of new land at St Thomas as rest garden	Town Clerk	TC working with Barrett Homes regarding flooding issues. Solicitors undertaking legal permissions (costs covered by Barrett Homes). Council seeking compensation for land use	Priority project
Installation of live streaming equipment at Town Hall	Town Clerk/RFO	OWL system viewed and costed at £1000 +. Report to be taken to future F+GP meeting to discuss funding and suitability	Ongoing
Adoption of new nature area at Ridgegrove	Town Clerk/ Estates Mgr	Solicitors appointed to undertake legal agreement works and documents signed. Land Registry and funding documents signed and returned. Agreement made and completed and awaiting registration documents	Completed
Adoption of new nature area at Windmill Hill	Town Clerk/ Estates Mgr	Solicitors appointed to undertake legal agreement works documents signed. Land Registry and funding documents signed and returned. Agreement made and completed and awaiting registration documents	
Town Vitality Fund works	RFO/VIC Mgr	Meetings ongoing to agree projects and new funding streams.	
Quality Gold Accreditation	Town Clerk	Gold statements agreed Dec 23 and TC completing final policy updates. Resolved at March 24 Council that requirements are met. Council agreed not to pursue accreditation further as of May 2024	
New town bypass to be investigated	Town Clerk	West Devon Borough Council and Cornwall Council have been contacted about the project and meeting dates TBA.	

Replacement roof at Ambulance Hall	Estates Mgr	Tender agreed and awarded to Gwella. Works started on site
Rail link with Okehampton and/or Tavistock	VIC Manager	Connect Launceston meeting on monthly basis. Proposals supported by GWR, Network Rail

Agenda item: 10

Committee: Full Council

Date: Tuesday 21 January 2025

Subject: The Case for Strengthening Parish and Town Councils in Response to the Government's Devolution White Paper

Summary: To note the details regarding the Government's Devolution White Paper

Recommendations.

The Council is recommended to note the details the Government's Devolution White Paper and the potential effects on town and parish councils

1 Information

- 1.1 The recent publication of the Government's English Devolution White Paper potentially marks a pivotal moment in reshaping the balance of power across England's communities. Angela Rayner, Minister for Homes and Communities, articulated this ambition when she stated:

"Our English Devolution White Paper will be a turning point when we finally see communities, people and places across England begin to take back control over the things that matter to them."¹

While the focus on devolving powers is to be welcomed, this process mustn't overlook the fundamental role parish and town councils already play, will continue to play, and could play in representing the needs of local people. These local first tier councils are uniquely placed to provide communities with a direct, democratic voice and ensure that decision-making is genuinely 'local,' delivering control over the issues that matter most to residents.

2 The Value of Parish and Town Councils

- 2.1 Parish and Town councils are the closest tier of government to the people. They are agile, responsive, and deeply embedded in their communities. Unlike district, unitary, and county authorities, which can be remote and unfamiliar with the nuances of smaller localities, local councils operate at a scale that allows them to deliver services and advocate for their areas with unmatched local knowledge.
- 2.2 Parish and Town councils are the only tier of authority where residents contribute funding directly to services within their own communities and can see for themselves how that funding is being spent. By contrast, principal authorities pool resources across much larger areas. While this can provide scale for strategic services, it often results in decisions that fail to reflect the priorities of smaller, distinct communities. On the other hand, local councils

operate with precision and value for money, targeting resources exactly where they are needed and avoiding inefficiencies inherent in larger governance structures.

- 2.3 At the same time, it is important to acknowledge that these parish and town councils vary widely in size, capacity, and budget. Some excel in their responsibilities, whilst others face challenges related to performance and perceptions of lack of capacity to deliver more. These disparities must be addressed for devolution to the tier to be successful. The National Association of Local Councils' (NALC) Local Council Award Scheme provides a useful benchmark, recognizing high-performing councils and instilling confidence in their ability to take on devolved powers. Legislation could grant additional powers to councils that demonstrate efficacy under such frameworks, encouraging others to improve and creating a more level playing field across the sector.
- 2.4 Additionally, the use of national buying frameworks could facilitate opportunities for parish and town councils to deliver more effectively by improving access to competitive procurement options for services and assets.

3 Local Issues and the Struggle for Representation

- 3.1 There are countless examples across the country where local communities have struggled to have their voices heard by higher tiers of government. All too often, local issues are escalated to districts, counties or unitaries where decision-makers lack the local knowledge required to act effectively. Whether it's a dispute over a planning matter, a boundary change, or infrastructure investment, distant authorities often struggle to grasp the specifics of place-based needs.
- 3.2 For instance, the right to bid under the Localism Act, designed to enable communities to save assets of community value, such as public houses, has often proven toothless in practice, with freeholders stonewalling or simply riding out moratorium periods. The government's move to make this a right to buy instead of a right to bid is therefore most welcome, as it would provide communities with greater power and certainty in securing valued local assets. Without stronger community representation, local councils risk remaining powerless in the face of decisions at unitary level that impact residents directly.

4 Reframing the issue of Double Taxation

- 4.1 The issue of service overlap and accountability is often vocalised as "double taxation.". In reality, the challenge lies in clarifying roles and responsibilities between parish and principal councils to avoid duplication and ensure fair contributions at the most appropriate level. Parish services have invariably grown out of local demand or articulation of the needs of that distinct community. This is a compelling example of true devolution at work and enables each parish to decide at a local level what support they require to help their community thrive. However, 'special expenses' for initiatives could ensure that key resources are distributed equitably and transparently. Moving to a fully parished model in areas without parish councils would ensure consistent representation and accountability at the most local level.

5 A Solution to Housing Development Management Companies

- 5.1 The reliance on private management companies for new housing developments presents a growing concern. These companies frequently levy service charges that exceed council tax

while failing to deliver both accountability and value for money. Parish and Town councils offer a viable, democratically accountable alternative for maintaining public spaces and amenities in such developments. By transferring responsibility to local councils, potentially supported by unitary councils in urban areas, residents would benefit from improved service delivery and greater financial transparency.

- 5.2 Additionally, enabling parish and town councils to manage affordable housing within these developments could prioritize local needs and help retain younger generations within their communities. Establishing a legal framework that gives local councils first refusal on public amenities and green spaces in new developments would also ensure these resources remain accessible and well-maintained.

6 A Fully Parished Country

- 6.1 Historically, parishes have played an essential role in local governance. While there may have been a decline in parish coverage in some areas, such as London, the number of parishes and the proportion of the population they serve have increased in many areas since the 1974 Local Government Act. This growth demonstrates the enduring relevance and adaptability of local councils in meeting community needs.
- 6.2 A fully parished country would ensure that every community has access to representation, accountability, and local focus. It would empower local people to influence decisions that affect them most and ensure that no community is left behind. This approach could also reinvigorate local governance, helping to reverse increasing frustration and apathy toward politics by reconnecting people with decisions that directly impact their lives.

7 A Turning Point for Local Democracy

- 7.1 The Government's devolution agenda represents a real opportunity to redefine local governance in England. However, this opportunity will only be fully realised if parish and town councils are recognised as integral to the solution. Strengthening and expanding local councils would enable communities to make decisions locally, delivering on the promise of subsidiarity and empowering residents to shape the places where they live. If the government is serious about creating a turning point for local democracy, parish and town councils must be at the heart of its vision. Communities know best what their priorities are and empowering them through their local councils will ensure that England's devolution journey truly delivers for people, places, and communities.

Contact officer: Christopher Drake – Town Clerk
Wednesday 15 January 2025

Agenda item: 11

Committee: Full Council

Date: Tuesday 21 January 2025

Subject: Funding Update for Council Building Projects

Summary: To note the details regarding the funding of Council buildings

Recommendations.

The Council is recommended to note the details regarding the funding of Council buildings

1 Background Information

- 1.1 Council officers continue to pursue funding for a number of projects within the town and in addition to securing funding for the town centre, skate park project and priory play area are also investigating ways in which Council properties can be repaired, reconfigured and maintained going forward.
- 1.2 Officers are meeting with Kelly Spry-Phare, Senior Engagement Manager for National Lottery Heritage Fund (NHLF), along with Tamsin Daniel, Protected & Historic Landscapes Manager at Cornwall Council and Trevor Humphreys, Quantity Surveyor for Bespoke Building and Engineering Works to discuss a Launceston heritage-led town centre regeneration proposal. The aim of the meeting is to seek agreement that NHLF would support in principle a funding bid based on the town's heritage and linking Southgate Arch, 6 Broad Street and Lawrence House as the 'spine' to the town's heritage and for the sites to form the sense of place that NHLF is seeking in regards to funding projects. These three sites would be linked through heritage, building conservation, learning and income generation and would be the basis for the overall target of town centre regeneration.

2 Proposals for Sites

- 2.1 The Council has previously resolved that Southgate Arch be investigated to seek approval for a holiday let site, that 6 Broad Street will house the library, registration service and provide room letting opportunities and that Lawrence House will house the museum collection as well as providing holiday/long term letting income and adaptable space for room hire and education. Attached as an Appendix is the latest update in regards to Lawrence House Museum.
- 2.2 A bid is in the process of being submitted for funding to undertake necessary exterior repairs to Southgate Arch. Funding to the value of £1.5 million has been secured for 6 Broad Street and a full planning application for the conversion of the site to a library has been submitted. Funding received for Lawrence House has been used to complete exterior repair works and it is proposed that the remaining funding is used to design the interior of the site and for the agreed rentable living space to be completed and let, thereby allowing for an income stream. In addition, it is proposed that a monies be spent on completing a number of rooms including the Mayors Parlour, which will again allow for income generation as well as

ensuring visitors can begin to access the site and see proposals for the future of the remainder of the site.

- 2.3 By undertaking the actions in 2.2 above, the Council can highlight to the NHLF that it is taking on the operation of these sites, whilst ensuring income to them to allow for future upkeep, maintenance and improvement. The funds already received can be used as match funding to any NHLF bid. If NHLF funding is deemed acceptable, the proposal is that a large grant to complete works for these sites is sought and officers will work with funding experts to ensure that submissions are of the necessary standard to ensure consideration.

Contact officer: Christopher Drake – Town Clerk
Wednesday 15 January 2025

LAWRENCE HOUSE MUSEUM (LHM)

Report for the LTC Meeting Tuesday 21st January 2025

Happy New Year to you all.

The LHM Christmas exhibition at the Pop-Up was well received and visited. The Operations Team dismantled the exhibition on **Sunday 5th January**, leaving some non-Christmassy items in the windows. The main exhibition items were transported to the Storage Unit for return to the correct storage locations on work days, Tuesdays and Fridays from **Tuesday 7th January 2025**. Visitors to the Pop-up during 2025 numbered 2,819.

On 14th January 2025 the Ops Team held one of their regular meetings to plan exhibitions for 2025 at the Pop-up and the activities which will take place at the Pennygillam storage unit in the forthcoming months.

LTC Cllr Margaret Young and Properties Manager Martin Cornish attended the first part of the meeting with an update on the latest plans for the refurbishment of Lawrence House, which were welcomed by the Team.

On 21st January 2025 a Textile Course will be held at the Storage Unit run by Morwena Stephens, textile expert from RAMM, the Exeter Museum. LHM were successful in obtaining a grant to cover costs and the training course was offered free of charge to Museum Volunteers, Friends and others interested in textile conservation and exhibition.

On 10th February 2025, Vicki Aimers MA will visit the Store to look at the Museum's computerized textile catalogue and items of interest to her with a view to researching their history and that of their makers as part of her PhD studies. This research, by adding to knowledge about the Collection, will also benefit LHM.

Future plans and requirements

Plans

1. The next exhibition at the Pop-Up will be 'Launceston People and Places' opening on 1st April 2025.
2. We suggest another Open Stores Event for local businesses in March/April.

Requirements

1. The flies, dead and dying, in the Unit are appalling and are landing all over the floor and the collection, requiring sweeping up every time we visit the Unit. This situation, as well as being unhygienic, could cause damage to the textiles in storage. Urgent advice is being sought from Museum conservationist Helena Jaeschke on a suitable fly killing system.
2. The transport of priority items from LH to the Pennygillam Unit is needed to facilitate the work of the Museum and to provide additional storage for the Collection. This is in hand with Martin Cornish.
3. The purchase of additional shelving to make the most of available space at the unit is also needed. This will be assessed and requested in the coming weeks.

Venue Usage – From 21/12/2024 to 20/01/2025

Launceston Town Hall	Bookings Count	Hours Booked
Ambulance Hall (MainHall)	3	6
Entire Town Hall	1	12
External Hires	0	0
Guildhall	1	1
Kitchen Bar and Reception Area	3	23.5
Main Hall	12	69.25
Otho Peter Suite 01	4	18
Otho Peter Suite 02 2	4	0
Otho Peter Suite Both Rooms	4	9.5
Town Square	4	19
Total	34	