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Launceston Town Council
The Town Hall
Launceston
Cornwall PL15 7AR

To: All members of the Estates and Properties Committee
Cllrs Bailey (Town Mayor), Gilbert (Deputy Mayor), Bullen, Gordon, Harris, Heaton, Hogan, Penhale and Young

Cc all members of the Council for information

You are summoned to a meeting of the Estates and Properties Committee on Monday 3rd February at 10.00am at Launceston Town Hall in the Otho Peter Suite.

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.

A handwritten signature in black ink, appearing to read 'C. W. Drake'.

Christopher Drake
Town Clerk

27th January 2025

A G E N D A

- 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 room while that item is discussed, unless a request for a dispensation is agreed.
- 3 Public Representation Session**
An opportunity for local residents to make representations to the Committee or to ask questions relating to items on the agenda. (Please note that a maximum time of 15 minutes will be allowed for this session and there is a time constraint of 5 minutes per speaker)
- 4 Minutes of the last meeting**
To sign the minutes of the meeting held on Monday 2nd December 2024
- 5 Estates & Properties Managers Report – February 2024 (to follow)**
- 6 Southgate Arch**
To agree the Project Manager for repair works to the Arch. Quotations attached
- 7 Visitor Information Centre**
To agree to a closure period for refurbishment works at the Visitor Information Centre

8 Launceston Castle

To consider a request from English Heritage for Council financial commitment towards a litter attendant for the site

9 Urgent Items

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

Date of the next meeting 7th April 2025