

Town Clerk C W Drake
Telephone 01566 773693
admin@launceston-tc.gov.uk
www.launceston-tc.gov.uk



Launceston Town Council
The Town Hall
Launceston
Cornwall PL157AR

To: All Launceston Town Councillors

cc Cornwall Councillors (Adam Paynter, Damon Dennis), Chris Sims (Community Link Officer), Ben Maguire MP, Honoured Burgess (Arthur Wills), Chamber of Commerce Chair, members of the press

You are summoned to attend a meeting of Launceston Town Council to be held on Tuesday 21 October 2025 in The Guildhall, commencing at 7.15pm

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: 15 October 2025

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 meeting of Full Council held on Tuesday 16 September 2025 at 7.00pm

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

- (i) Planning and Economic Development held on Thursday 25 September 2025 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

To receive the Mayor's Monthly Report

9. Report from the Town Clerk

To consider Report 23/25 concerning the above (copy attached)

10. External Auditor's Report and Certificate 2024/25

To note the External Auditor's Report and Certificate (copy attached) and that contrary to the Report, the Council does consider its level of reserves as resolved by Full Council in January 2025, Resolution 2501/44

11. Conflict of Interest - Internal Auditor

To complete the Conflict of Interest form in relation to the Council's Internal Auditor (copy attached)

12. Notification relating to a property asset - Land at Sundew Walk and Bluebell Way, Launceston

To consider Report 24/25 concerning the above (copy attached)

13. Progress and Information

To consider Report 25/25 concerning the above (copy attached)

14. Correspondence and matters to note

Additional information can be provided at the meeting if required.

1 Note the venue usage

15. Urgent Items

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

Date of next Meeting

The next Full Council meeting will be held on Tuesday 18 November at 7.00pm