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Launceston Town Council
The Town Hall
Launceston
Cornwall PL15 7AR

MINUTES OF THE FULL COUNCIL MEETING
held on TUESDAY 16 DECEMBER 2025 at 7.00pm in the Town Hall

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

Prayers were read by the Mayor's Chaplain Jess Lancaster

- 2512/01 Apologies for absence**
Apologies for absence were received from Cllrs Bullen and Ranson
- 2512/02 Declarations of Interest**
There were no declarations of interest
- 2512/03 Public Representation Session**
There were no representations made
- 2512/04 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 Council held on Tuesday 18 November 2025 at 7.00pm
- 2512/05 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) Finance and General Purposes held on Wednesday 5 November 2025 at 7.00pm
(ii) Planning and Economic Development held on Thursday 27 November 2025 at 7.00pm
- 2512/06 Reports from Cornwall Councillors**
Cornwall Cllr Dennis advised that work was ongoing in regards to the planning application to house rhino at the site near Polson but that a number of environmental issues needed to be addressed. Cllr Dennis also gave an update regarding phone access for the CCTV operators that was removed as part of a programme for the removal of BT legacy lines, but the issue had been overcome by a mobile phone being bought into use. Cllr Dennis concluded by advising that an engineer's report regarding the issue of the wall at Race Hill was due in January 2026.
- Cllr Paynter** spoke about the booking system in use at the local refuse and recycling centre and that booked slots had now been extended to a duration of 30 minutes and that a new system introduced for those users without access to the internet and it was proposed that the current trial for Launceston be extended for a further twelve months. Cllr Paynter also advised that the Cornwall Council draft budget would go out for

consultation from 29 December and that details of the Government settlement for Cornwall were due to be agreed on 18 December.

Cllr Soanes raised a query regarding the proposal to use voice recognition software for customers using the local refuse and recycling centre and his concerns of GDPR and data protection compliance. Cllr Paynter advised that these had been considered as part of the introduction of the system

Cllr Conway highlighted concerns regarding patients attending medical appointments who have to use public transport and raised if a provision of subsidies for cross border bus services can be incorporated. Cllr Paynter advised that Cornwall Council was reviewing services and investigating what can be improved within transport links

Cllr Soanes advised that there were changes and restrictions in regards to blue badge holder requirements and that these should be considered in any discussions on cross border travel links.

2512/07

Reports and Questions from Town Councillors

Cllr Harris advised that following the Street Pastors co-ordinator stepping down, that Cllr Harris had now taken on this role. Cllr Harris also advised that he was the Secretary of the town CCTV scheme

Cllr Heaton provided an update from the Patient Participation Group (PPG) meeting held on 8 December and advised that regular meetings are held with the South East Cornwall PPG, that consultation had been held with the dispensary team and users to further improve the service, that the medical centre was working in collaboration with local pharmacies and that ways to identify those in higher need of services were considered. Cllr Heaton re-iterated that transport for appointments for those without private vehicles was the biggest issue. Cllr Heaton concluded by advising that the South West Peninsula Integrated Care Board had now started

Cllr O'Brien gave an update on the Cornwall Association of Local Councils (CALC) and advised a working party had been set up to review the election process for within the organisation. Cllr O'Brien had also attended the meeting of the Super Councils Network and spoke of Godalming Town Council's work on youth projects and the positive impact of this on anti-social behaviour.

2512/08

Report from the Town Mayor and Deputy Mayor

The Mayor provided an update on the Mayoral Engagements

2512/09

Report from the Town Clerk

Members considered Report 28/25 concerning the above (previously circulated) and an addendum to Report 28/25 circulated at the meeting

It was **resolved** that;

- i) the update of the library hub building and the process of producing a Tender for the required works be noted
- ii) the update regarding Lawrence House be noted
- iii) the details regarding the grounds compound be noted
- iv) the update regarding the installation of play equipment at Priory Park be noted
- v) the progress for works on site at the Town Hall be noted
- vi) the details regarding repair works to Southgate Arch be noted
- vii) the update on works for the multi storey car park be noted
- viii) the Christmas and New Year closure details and emergency contact update be noted

ix) the Local Government Pay Claim 2026/27 details be noted

2512/10 Correspondence and Matters to Note

It was **resolved** to;

- i) note the venue usage
- ii) note the email correspondence received
- iii) note that the public toilet facilities at Newport had been reported as being open but the matter had been resolved

2512/11 Urgent Items

- i) Cllr Bailey advised of a Christmas light display fixture not working at Madford Lane
- ii) Cllr Lankston thanked all staff for their work on the Christmas Light Switch On event

2512/12 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 items as they involved the likely disclosure of confidential information

2512/13 Agree Budgets for Salaries and Wages

It was **resolved** to agree the resolution of the Staffing Committee regarding budgets for salaries and wages including employer contributions for the following financial year and to evidence this by a hard copy schedule signed by the Clerk and the Chair of the Staffing Committee as per the Council's Financial Regulations (copy distributed at meeting)

2512/14 Staffing Committee Minutes

It was **resolved** to agree the minutes of the Staffing Committee meeting held on 13 November 2025 subject to the amendment that Cllr Young was in attendance at the meeting

Date of the next meeting of the Council

The next Full Council meeting will be held on Tuesday 27 January 2026

The meeting ended at 7.55pm

Signed Date