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Launceston Town Council
The Town Hall
Launceston
Cornwall PL157AR

MINUTES OF THE ANNUAL MEETING

held on THURSDAY 21 MAY 2026 at 2pm at Launceston Town Hall
and adjourned until TUESDAY 26 MAY 2026 at 7pm in the Guildhall

PRESENT Cllrs, Anston-Race, Bailey, Bullen, Conway, Gilbert, Gordon, Green, Harris, Haynes, Heaton, Hogan, Lankston, O'Brien, Soanes, Tremain, Young. Town Clerk (Christopher Drake).

Guests of the Mayor and Council and Town Council staff present on 21 May.

2605/24 Election of the Town Mayor

Cllr Bailey proposed, and Cllr Gordon seconded, that Cllr Nicola Gilbert be elected as Mayor for 2026/2027. This was **unanimously agreed**.

2605/25 Acceptance of Office

Cllr Gilbert formally accepted the nomination and signed the Acceptance Book and Declaration

2605/26 Election of the Deputy Town Mayor

Cllr Heaton proposed, and Cllr Soanes seconded, that Cllr John Conway be elected as Deputy Mayor for 2026/2027. This was **unanimously agreed**.

2605/27 Acceptance of Office

Cllr Conway formally accepted the nomination and signed the Declaration.

2605/28 Adjournment of Meeting

It was **resolved** to adjourn the meeting until Tuesday 26 May at 7pm.

2605/29 Apologies for absence

Cllr O'Brien gave apologies for part one of the meeting
Cllr Green gave apologies for part two of the meeting

2605/30 Declarations of Interest

There were no declarations of interest

2605/31 Reports from Cornwall Councillors

Cornwall Councillor Dennis provided updates that the Cornwall Road Safety Strategy had been approved by Cabinet, that the Devolution Bill gave powers against pavement parking, that Cornwall had become part of the Age Friendly Community scheme and that the Mental Health in Secondary Schools motion had been supported at Full Council.

Cllr Conway stated that the prevention of pavement parking needed to be enforced. **Cllr Tremain** concurred with this statement

Cllr Gordon requested that the overgrown vegetation outside the former Cornish and Devon building be removed

Cllr Soanes raised points regarding the roadworks at Race Hill and the ongoing issue of moss on the town pavements. **Cllr Dennis** advised that the Race Hill works were on schedule and that he would chase up contractors in regards to the issue of weeds and moss on pavements

Cllr Lankston stated that the handrail at Windmill Lane was still in need of repair

2605/32

Reports from Town Councillors

Cllr Heaton provided an update on the Patient Participation Group (PPG) and advised that the minutes of the recent meeting were available on the PPG website. Cllr Heaton gave details of the hospital car service and advised that the PPG had provided funds to the 24 hour monitor service and the transport support service. She also spoke about the Cornwall Nature Recovery Strategy.

Cllr Harris provided an update from the recent meeting of the Cornwall Association of Local Councils (CALC) Larger Council meeting, held in Launceston and the subjects included the Armed Forces Covenant, Safer Streets Funding and the recent issues regarding the use of weed spraying within the area.

Cllr Bailey spoke about local residents undertaking maintenance works to highways grass areas and expressed thanks to them for taking this on

Cllr Anston-Race stated that the matter raised by Cllr Bailey was the subject of social media interest but that the Town Council was not seen to be responding to this

Cllr Gordon provided a written report to all councillors on the proposals regarding a train link for the town

2605/33

Report from the Town Mayor

The Mayor provided a written report to all Members

2605/34

To confirm the Minutes of the last meeting, previously circulated

It was **resolved** to confirm and sign the minutes, previously circulated:
Minutes of the meeting held on Tuesday 21 April 2026 at 7.00pm

2605/35

To receive the minutes of committees and sub-committees, previously circulated

It was **agreed** to receive the minutes of the following committees and sub-committees, previously circulated:

- i) Draft Extraordinary Finance and General Purposes Committee held on Tuesday 28 April 2026
- ii) Draft Planning and Economic Development Committee held on Thursday 30 April 2026
- iii) Draft Library, Arts, Business and Information Committee held on Tuesday 5 May 2026
- iv) Draft Finance and General Purposes Committee held on Wednesday 6 May 2026

2605/36

To review and adopt Committee Terms of Reference

It was **resolved** that all Terms of Reference as attached be adopted subject to;

- i) the amendment that the Library, Arts, Business and Information Committee membership be extended to 7 members and that this include the Chair of the Planning and Economic Development Committee

- ii) part 10 of the Finance and General Purposes Committee be amended from 'To consider grants to local organisations in accordance with the Council's adopted grants policy' to read 'To consider and decide upon grants to local organisations in accordance with the Council's adopted grants policy'
- iii) part 23 of the Finance and General Purposes Committee be removed as the criteria for General Power of Competence eligibility needs to be resolved at the Annual Meeting of Council following elections.

A recorded vote against the proposal was requested for ii) of the above

For	Against	Abstain
Cllr Heaton	Cllr Tremain	
Cllr Haynes	Cllr Lankston	
Cllr Anston-Race	Cllr Hogan	
Cllr Soanes	Cllr Harris	
Cllr O'Brien	Cllr Bailey	
Cllr Conway	Cllr Bullen	
	Cllr Gordon	
	Cllr Young	
	Cllr Gilbert	

2605/37

Standing Committees

It was **resolved** that the committee membership should be as follows, the Mayor and Deputy Mayor being ex officio voting members of all committees:

- a) **Finance and General Purposes Committee**
Cllrs Anston-Race, Haynes, Heaton, Hogan, O'Brien, Soanes, Young
- b) **Planning and Economic Development Committee**
Cllrs Anston-Race, Green, Gordon, Harris, Hogan, Lankston, Tremain
- c) **Staffing Committee**
Chairs of the Finance, Planning, LABI and Estates committees
- d) **Estates and Properties Committee**
Cllrs Bailey, Gordon, Harris, Heaton, Hogan, Young and Chair of Finance & General Purposes Committee
- e) **Library, Arts, Business and Information Committee**
Cllrs Gordon, Haynes, Harris, Lankston, Soanes, Young and Chair of Planning and Economic Development Committee

2605/38

To review and adopt Standing Orders

It was **resolved** to adopt Standing Orders subject to the following amendments:

- i) Standing Order 1g be removed
- ii) Standing Order 3i be amended to read 'A person shall raise their hand when requesting to speak and stand when speaking, with the exception of committee meetings. The chairman of the meeting may at any time permit a person to be seated when speaking'
- iii) Standing Order 12b to read 'There shall be no discussion about the draft minutes of a preceding meeting of that Committee except in relation to their accuracy'
- iv) Standing Order 13 f Allegations of breaches of the Code of Conduct paragraph 2 to read 'Such recommended or suggested options from the Principal Authority excludes disqualification or suspension from office but may include removal from

- one or more committees of the Council or restricted access to council premises except to attend meetings'
- v) Standing Order 14b be removed

Cllr O'Brien left the meeting at 8.32pm and returned at 8.34pm during the discussion of the above

2605/39 Appointments to Organisations

It was **resolved** to make the following appointments:

- a) Twinning Association - Cllr Gilbert
- b) CALC - Cllr O'Brien and Cllr Harris
- c) Launceston Sports – Cllr Gordon
- d) Launceston In Bloom - Cllr Bullen
- e) Police Liaison - Cllr Heaton and Cllr Anston-Race
- f) Launceston Chamber of Commerce – Cllr Haynes
- g) Friends of Launceston Priory – Cllr Tremain
- h) Launceston Town Youth Council – Cllr Young and Cllr Lankston
- i) Community Area Partnership – Cllr O'Brien and Cllr Conway
- j) Town CCTV Committee – Cllr Heaton and Cllr Anston-Race
- k) FLIC – Cllr Young
- l) Launceston Poetry Festival – Cllr Heaton
- m) Coronation Park Trust – Cllrs Bailey, Bullen, Gordon and Soanes
- n) Launceston Municipal Charities – Cllr Tremain and Cllr Young
- o) Street Pastors – Cllr Harris
- p) Emergency Plan – Cllr Conway, Gordon, Cllr Bailey, Cllr O'Brien, Cllr Gilbert
- q) Town Band – Cllr Hogan
- r) Launceston PPG – Cllr Heaton
- s) Launceston Town Planning Group – Cllr Gordon and Chair/Vice Chair of Planning
- t) Launceston Rugby Club – Cllr Lankston
- u) Lawrence House Mgt – Cllrs Young, Gordon, Hogan, Conway, Heaton, Lankston, Tremain
- v) Launceston Show – Cllr Lankston

2605/40 Calendar of Meetings 2026-27

The calendar had been circulated with the agenda and it was **resolved** to agree the calendar subject to the amendment that an additional Finance and General Purposes Committee meeting was required on 3 February 2027 in line with the Council's adopted Grants Policy and for a future meeting of the Council to agree councillor surgeries

2605/41 Banking arrangements

It was **resolved** to agree the Council's banking arrangements, including the bank mandate and that the Council bank with HSBC plc, Lloyds Bank, Cornwall Council and CCLA and that the arrangements shall be reviewed annually for security and efficiency.

2605/42 General Power of Competence

It was **resolved** to confirm that the Town Council was eligible for the General Power of Competence as;

- i) at least two-thirds of the total seats on the council are held by members who stood at the last ordinary election
- ii) the Town Clerk holds the Certificate in Local Council Administration
- iii) the Clerk has passed the Cilca module on the General Power of Competence

- 2605/43 Council Priority Projects**
It was **agreed** that the projects the Council wishes to be the priority work for the municipal year are:
a) the works to the proposed library hub
b) the works to the Lawrence House site
c) the building of the new grounds compound
d) works as required to the multi storey car park
e) the Connect North Cornwall railway project
- 2605/44 Library Hub Funding**
It was **resolved** that details of funding schemes, such as the Public Works Loan Board be considered at the next meeting of Council
- 2605/45 Correspondence and Matters to Note**
It was **resolved** to note the following items of correspondence:
i) the Town Council venues usage
ii) the letters of thanks from the Twinning Association and from Ms Caitlin Clarke
- 2605/46 Urgent Items**
There were no items for consideration
- 2605/47 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
- 2605/48 Lease Proposal for Land Use as Amenity Space**
Members considered the proposal for land to be offered for use as an amenity space and it was **resolved** not to agree the proposed offer as its terms were not worth undertaking

Date of the next meeting

The next Full Council meeting will be held on Tuesday 16 June 2026

The meeting ended at 9.45 pm.

Signed Date