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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), Chairman, Chamber of Commerce, members of the press

You are summoned to attend a meeting of Launceston Town Council to be held on Tuesday 16 June 2026 in The Guildhall, commencing at 7.00pm

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: 10 June 2026

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 Annual Meeting of the Council held on Thursday 21 May 2026 at 2.00pm and Tuesday 26 May 2026 at 7.00pm

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

- (i) Draft Planning and Economic Development held on Thursday 28 May 2026 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 12/26 concerning the above (copy attached)

10. Internal Audit Report

To note the internal audit report (copy attached)

11. Conflict of Interest Form

To agree and sign the conflict of interest form in relation to the Annual Report

12. Annual Governance Statement

To receive and note the Annual Internal Audit Report 2025/26 and to discharge the obligations of the Authority to approve the Annual Governance Statement and review the effectiveness of the System of Internal Control for the year ended 31 March, 2026 (Section 1)

13. Accounting Statements 2025-2026

To consider and approve the Statement of Accounts of the Authority and Annual Return for the year ended 31 March, 2026 (Section 2).

14. Public Spaces Protection Order renewals

To consider Report 13/26 concerning the above (copy attached)

15. Lawrence House Museum – Project Director

To consider Report 14/26 concerning the above (copy attached)

16. Correspondence and matters to note

Additional information can be provided at the meeting if required.

1 Note the venue usage

17. 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 21 July at 7.00pm