

Town Clerk CW
Drake
Telephone 01566
773693
[admin@launceston-
tc.gov.uk](mailto:admin@launceston-tc.gov.uk)
[www.launceston-
tc.gov.uk](http://www.launceston-
tc.gov.uk)



Launceston
Town Council
The Town Hall
Launceston
Cornwall
PL15 7AR

MINUTES OF THE ESTATES & PROPERTIES COMMITTEE MEETING
Held on Monday 3 August 2026
at 10.00am in The Guildhall.

PRESENT: Cllrs, Conway (Deputy Mayor), Bailey, Gordon, Heaton, Hogan and Tremain

In attendance: Cllr Soanes

Martin Cornish (Estates & Properties Manager)

Christopher Drake (Town Clerk)

1 x public

A site meeting to Southgate Arch was held prior to the meeting

2608/01 Apologies for Absence

Apologies for absence were received from Cllrs Gilbert (Mayor), Bullen, Harris and Young who was substituted by Cllr Tremain

2608/02 Declarations of Interest

Cllr Gordon declared an interest in Agenda Item 6 – Cemetery Gates

Cllr Heaton declared an interest in agenda Item 11 – Tree Works

A dispensation was granted for both councillors in accordance with Standing Order 13 (e) so as to maintain the meeting as quorate

2608/03 Public Representation Session

A representation was made regarding tree works at Priory Park

2608/04 Minutes of the last meeting

The minutes of the meeting held on Monday 1 June were signed as a correct record

2608/05 Estates & Properties Manager's Report – August 2025

It was **resolved unanimously** to note the report

2608/06 Cemetery Gates

It was **resolved unanimously** to re-open the gates to the cemetery site for a temporary two month trial period

2608/07 Pennygillam Roundabout Maintenance

It was **resolved** that the Town Council does not take on the maintenance of the Pennygillam roundabout

2608/08 Change to Order of Business

It was **resolved** to make Agenda Item 10 – Boundary Issues, the next item for consideration

2608/09 Boundary Issue

It was **resolved unanimously** that further to the removal of vegetation at a residential site, that existing hedging and offcuts be utilised to construct a barrier at the site, as requested by the resident

2608/10 Exclusion of Press and Public

It was **resolved** that Agenda Items 8, 9 and 11 be considered in confidential session as they involved the likely disclosure of confidential information

2608/11 Town Hall Ventilation System

It was **resolved** that Saxty and AC Electrical undertake the required works to the ventilation system in the Main Hall

Cllr Conway entered the meeting room at 10.36am during the discussion of the above

2608/12 Clock Tower Pest Control

It was **resolved** to award the works to Dartmoor Pest Control and for Option 2 to be agreed for the Trapping Program

2608/13 Tree Works

It was **resolved** to;

- i) award the works at Priory Park to South West Tree Care
- ii) note that two quotes had been received for works to Windmill Park and it was agreed that the Council await a third quote before any decision on works be made

2608/14 Urgent Items

It was noted that signage for Lawrence House Museum required removal

Date of the next meeting

The next meeting date will be held on Monday 5 October 2026

The meeting closed at 10.47am