



**Minutes of The Library, Arts, Business and Information Services Committee meeting held on
Tuesday 1 September 2026 at 7.00pm in Launceston Town Hall**

Present: Cllrs: Gilbert (Mayor), Conway (Deputy Mayor), Young (Chairman), Haynes, Harris, Lankston
(Vice Chairman), Soanes, Tremain,

Cllr Heaton replaced Cllr Gordon

In attendance: Mr Christopher Drake – (Town Clerk)

Ewan Murray – Visitor Information Manager (Clerk to the Committee – non-voting)

2609/01 Apologies for Absence

Cllr Gordon

Note: cllr Haynes left the meeting at 19:02 and returned at 19:05.

2609/02 Declarations of Interest

There were no declarations of interest

2609/03 Public Representation Session

One member of the public was present but no representations were made

2609/04 Minutes of Previous Meetings

The minutes of the meeting held on 7 July 2026 were agreed and signed as a correct record

2609/05 Financial Report

It was **noted** that:

- i) Councillors receive finance statements via the F&GP paperwork.
- ii) The RFO confirmed to the VIC Manager that the budget is running as forecast.
- iii) The budget proposals for 2027/2028 are included at agenda item 11

2609/06 Report from VIC Manager

The following was **noted**:

- i) The report from the VIC Manager identified budget recommendations for 2027/28
- ii) Following national and regional updates, the council's Safeguarding Policy requires updating with the amended document being tabled in November for approval
- iii) The new members of the library team have completed their pre-employment checks and are now working in the library

2609/07 Update of Broader LABI Activities

The following was **noted**:

- i) There has been a good response to the new signage outside Lawrence House Museum
- ii) The initial bid to the National Lottery Heritage Fund has been submitted and the outcome likely known by October

- iii) August is a quiet time for town hall events but there is a full programme planned for the autumn

2609/08 Pricing Schedules for the sale of the VIC goods and provided services

It was **resolved** that VIC staff, with oversight from RFO, will undertake a rationalisation of pricing schedules for implementation in April 2027

Proposed: Cllr Conway

Seconded: Cllr Soanes

Carried:

2609/09 Connect North Cornwall in Support of Kernow Connect Update

The following was **noted**:

- i. The project was represented at the Launceston Show 2026
- ii. Funding support from Cornwall Council has been secured
- iii. The management of this funding is an agenda item on the agenda of the next Finance and General Purposes Committee meeting

2609/10 Promotional idea for charities, businesses and VIC services update

The following was **noted**:

- i. The work to date has been undertaken by the VIC assistants
- ii. The concept is being well received by businesses and charities
- iii. A draft application form has been produced and anticipated launch prior to Christmas

2609/11 Budget for Financial year 2027/28

It was **resolved** to:

Recommend to the Finance & General Purposes Committee, the proposed spends 2027- 2028, as identified in the VIC Manager's report to the committee

Proposed: Cllr Lankston

Seconded: Cllr Gilbert

Carried:

2609/12 Town Archive

It was **resolved**:

- i. To recommend to full council that the archive be rationalised as part of the museum project
- ii. That the archive should be moved to a more appropriate location in order to preserve the documents

Proposed: Cllr Soanes

Seconded: Cllr Gibert

Carried:

2609/13 Launceston Show

It was **resolved** that:

- i. A working party should be set up to spread the workload for the 2027 event

- ii. Membership of the working party is taken to full council to ensure that any elected member has the opportunity to participate

Proposed: Cllr Lankston

Seconded: Cllr Tremain

Carried:

2609/14 Advertising on roundabouts around Cornwall

The following was **noted**:

- i. This item was discussed 'post agenda' at the Estates and Properties committee, but it was not positively received
- ii. The clerk reported that the relevant roundabout did not belong to the town council and concerns were raised that the addition of signage would contribute to driver distraction on a very busy roundabout

2609/15 Empty premises within the town

It **was resolved** that the council offers in-principle support to initiatives, which seek to utilise empty premises within the town.

Proposed: Cllr Conway

Seconded: Cllr Soanes

Carried

2609/16 Items to Note and any Urgent Matters

No urgent items were raised

2609/17 Date of Next Meeting

The next meeting will be held on Tuesday 3 November at 7.00pm

The meeting closed at 7:50pm

Signed :

Date: