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Launceston Town Council  
The Town Hall  
Launceston  
Cornwall PL157AR

#### MINUTES OF THE ANNUAL MEETING

held on THURSDAY 12 MAY 2016 at 2pm at Launceston Town Hall  
and adjourned until FRIDAY 13 MAY 2016 at 7pm in the Guildhall

**PRESENT** Cllrs Bugden-Cawsey, Bullen, Conway, Creagh-Osborne, Denton, Gordon, Harris, Hogan, Keighley, Nancarrow, O'Brien, Penhale, Phillips, Sandercock, Tremain, Young. Town Clerk (Rita Skinner).

Guests of the Mayor and Council and Town Council staff present on 12 May. Members of the press and public on 13 May.

**1605/28 Apologies for absence**

All members of the Council were present at both parts of the meeting. Cornwall Cllrs Massey and Paynter attended the first part; Cllr Farrington sent apologies.

**1605/29 Election of the Town Mayor**

Cllr O'Brien proposed, and Cllr Harris seconded, that Cllr Hogan should be elected as Mayor for 2016/2017. This was unanimously **agreed**.

**1605/30 Acceptance of Office**

Cllr Hogan formally accepted the nomination and signed the Acceptance Book and Declaration.

**1605/31 Election of the Deputy Town Mayor**

Cllr Keighley proposed, and Cllr Sandercock seconded, that Cllr Young should be elected as Deputy Mayor for 2016/2017. This was unanimously **agreed**.

**1605/32 Acceptance of Office**

Cllr Young formally accepted the nomination and signed the Declaration.

**1605/33 Awards of Appreciation**

Awards of Appreciation were made to Liz Beare, Vera Ellacott, David and Sue Issleib, Revd Mary Williamson, Malcolm Wright

**1605/34 Adjournment of Meeting**

It was **resolved** to adjourn the meeting until Friday 13 May at 7pm.

**1605/35 Declarations of Interest**

Members were reminded that all interests must be declared prior to the item being discussed.

**1505/36 Standing Committees**

It was unanimously **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 Bullen, Conway, Denton, Keighley, O'Brien, Phillips and Sandercock.
- b) **Planning and Economic Development Committee**  
Cllrs Bugden-Cawsey, Creagh-Osborne, Gordon, Harris, Nancarrow, Penhale and Tremain.
- c) **Lawrence House Museum Management Committee**  
Cllrs Harris, Denton, Keighley, O'Brien and Tremain.
- d) **Staffing Committee**  
Cllrs Keighley, O'Brien and Tremain.
- e) **Properties Committee**  
Cllrs Bugden-Cawsey, Gordon, Penhale, Sandercock, and the Chair of Finance & General Purposes Committee.
- f) **Tourism and TIC Management Committee**  
Cllrs Conway, Bugden-Cawsey, Gordon, Nancarrow and Sandercock.
- g) **Environment and Open Spaces Committee**  
Cllrs Gordon, Keighley, Penhale, Sandercock and Tremain.

1605/37

#### **Appointments to Organisations**

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

- a) Eventide Trust - The Mayor and Deputy Mayor
- b) Twinning Association - Cllr Hogan
- c) CALC - Cllr O'Brien  
*Cllr O'Brien invited councillors to attend CALC meetings*
- d) Launceston Sports – Cllr Gordon
- e) Launceston In Bloom - Cllr Creagh-Osborne
- f) Police Liaison - Cllr Phillips
- g) Launceston Youth Project – Cllr Harris
- h) Launceston Chamber of Commerce – Cllr Bugden-Cawsey and the Deputy Town Clerk
- i) Friends of Launceston Priory – Cllr Tremain
- j) Launceston Town Youth Council – Cllr Young
- k) Launceston Community Network Panel – Cllr O'Brien
- l) Town CCTV Committee – Cllr Phillips
- m) FLIC – Cllr Young
- n) Charles Causley Festival – Cllrs Nancarrow and Tremain
- o) Coronation Park Trust – Cllrs Penhale, Gordon and Sandercock
- p) Launceston Municipal Charities – Cllrs Tremain and Young
- q) Street Pastors – Cllr Harris
- r) Lanstephan Play Area – Cllr Harris

A request for School Governors had been received from Windmill School and Cllrs Bullen and Harris were nominated to fill this role.

Cllr Denton would be the Council representative on the Launceston PubWatch.

It was **agreed** that Cllr Denton would deputise for the Council representatives for Street Pastors and CCTV; Cllr Conway for CALC and Cllr Keighley would deputise for any other councillor representative unable to attend a meeting.

- 1605/38 To confirm the Minutes of the last meeting, previously circulated**  
It was unanimously **resolved** to confirm the minutes of the meeting held on 19 April 2016, which were signed by the Mayor as a true record.
- 1605/39 To receive and adopt the minutes of committees and sub-committees, previously circulated**  
It was unanimously **resolved** to receive and adopt the minutes of the following committees and sub-committees, previously circulated:  
Planning Committee held on Thursday 14 April at 7pm  
Finance and General Purposes Committee held on Wednesday 4 May at 7pm
- 1605/40 Report on Councillor Attendance at Meetings**  
The report had been circulated with the agenda and was noted. Cllr Bugden-Cawsey had attended two TIC meetings and one Full Council meeting which had not been included.
- 1605/41 Calendar of Meetings 2016-2017**  
The calendar had been circulated with the agenda and was approved.
- 1605/42 To receive questions and/or deputations or petitions from parishioners**  
No matters were raised.
- 1605/43 Year End Accounts 2015-2016**  
The Accounts for the year ending 31 March 2016 had been circulated with the agenda. The Accounts were approved and were signed by the Town Mayor and Town Clerk. The Mayor expressed the Council's thanks to the Accounts Manager for her work in preparing the accounts.
- 1605/44 Annual Return 2015-2016**  
The Annual Return had been circulated with the agenda.  
  
The Town Clerk read out the nine statements making up the Annual Governance Statement 2015-2016 and each one was agreed separately by the Council. It was then **resolved** to approve the Governance Statement and it was signed by the Town Mayor and Town Clerk.  
  
The Council considered the Accounting Statements for 2015-2016 and it was **resolved** to approve the Accounting Statements as presented. The Accounting Statements were then signed by the Town Mayor and Town Clerk as Responsible Financial Officer.
- 1605/45 Cornish Gorsedh 2017**  
Cllr Tremain reminded the Council of the successful Lanson Gorsedh held in 2009. A subsequent invitation had been issued for 2017, being the centenary of the birth of the poet Charles Causley. The proposed date was 2 September 2017, and the events would be organised by a local committee. It was unanimously **agreed** to welcome the Gorsedh to Launceston in 2017 and to support the organising committee in its work.

1605/46

**Withdrawal of Government funding for the Cornish language**

Cllr German, Portfolio Holder for Economy and Culture at Cornwall Council, had asked for support for a petition objecting to the withdrawal of Government funding for the Cornish language. Cllr Tremain said that the Cornish language had been granted official minority language status in 2002, and the funding was EU money which should come direct to Cornwall, and be used for the purpose for which it was intended. It was **resolved** to support the petition and to ask Scott Mann MP to sign the Early Day Motion 1429 in support of the Cornish language.

1605/47

**Correspondence and Matters to Note**

It was **resolved** to note the following items of correspondence:

- a) Annual Report of Launceston Town Council to the Town Meeting
- b) Letters of thanks for grants from Cornwall Air Ambulance, iSight Cornwall, Launceston Guides, Launceston Male Voice Choir.
- c) Launceston Community Transport Partnership AGM 26 May 7pm at Trethorne. Cllr O'Brien said that long-serving members of the committee were standing down and urged those present to apply, and to encourage others to do so.

1605/48

**Reports from Cornwall Councillors**

No Cornwall Councillors were present for this part of the meeting.

1605/49

**Reports from Town Councillors**

Cllr Gordon reported on the meeting held with representatives of the taxi drivers and Scott Mann MP on 29 April. Cllrs Gordon and O'Brien and the Town Clerk represented the Council. Paul Allen (Cormac), PC Stoppard and Rachel Beadle (MPs office) were also present. Cornwall Council was undertaking a review of taxi licences so this was an opportune moment to consider taxi provision in Launceston. All were agreed that the present location was not ideal but agreement could not be reached on a suitable alternative. PC Stoppard noted that taxis were frequently parking outside their rank, and that enforcement action would have to be taken. The taxi drivers preference for a new rank was for part of the pedestrianized area in front of the shops, which was unacceptable to the Town Council. Three other sites were considered – Madford Lane, Westgate Street and Western Road, along the castle wall. The Council's ambition was to pedestrianize Westgate Street and High Street, and therefore Cllr Gordon's suggestion was that there should be two ranks, one of four spaces in Madford Lane and one of three spaces in Western Road. Cllr Gordon said the taxi drivers were an integral part of the community and provided a valuable service; he hoped that everyone could work together to find a solution. Cllr Gordon proposed that the Council should meet again with the taxi drivers to agree a location; that the Council should formally adopt the two locations solution as its preferred option and the remaining parking in Western Road should be marked out at a 45° angle to create more spaces.

Councillors discussed the proposals and were generally in favour. It was therefore **agreed**

- a) To arrange another meeting as soon as possible, Cllrs Gordon and O'Brien and the Town Clerk to represent the Council.
- b) To formally adopt the two location solution (Madford Lane and Western Road) and
- c) To create 45° parking at the lower end of Western Road for cars

It was further **agreed** that the existing taxi rank area should be designated 'No Parking'.

**1605/50 Questions from Councillors**  
Councillors requested an update on Launceston Library. A meeting had been held on 11 May and the notes from the meeting had been circulated to councillors. Councillors discussed the paper and supported the position of the working group as identified within it. Cllr Creagh-Osborne suggested that the proposal to retain any future sale of land proceeds for a new library should make it clear that this would be on any site. This was **agreed**, also that the Council should request an updated estimate for repairs and that that sum should be required from Cornwall Council. The Town Clerk would now apply for funding for a building survey and other financial support.

**1605/51 Urgent Items**  
Councillors were reminded of the rota for surgeries at the market on 14 May.  
  
The Town Clerk said she had written to the C&D Post concerning recent correspondence about the Perfect Moment report.  
  
Cllr O’Brien complimented the grass cutting team for its work on the cemetery.  
  
The Town Mayor thanked councillors and staff for their support at Mayor Choosing.  
  
The Town Clerk said Tregida would like to sell fish in the town square. It was **agreed** that this could be done on a Tuesday.

**1605/52 Exclusion of the press and public**  
It was **resolved** that under s1(2) of the Public Bodies (Admission to Meetings) Act 1960 that the press and public be excluded from the meeting for the following item as it involved the likely disclosure of confidential information.

**1605/53 To receive and adopt the minutes of the Staffing Committee held on 26 April at 10am**  
It was **resolved** to receive and adopt the minutes of the Staffing Committee held on 26 April, previously circulated.  
  
It was **resolved** that the members of the interview panel (Cllrs Hogan, O’Brien and Young, with the Town Clerk) had delegated authority to make, or not make, an appointment to the post of Town Clerk and RFO following interviews for the post on 24 May.

**Date of the next meeting**  
The next Full Council meeting will be held on Tuesday 21 June 2016.

The meeting ended at 8.15pm.

Signed ..... Date .....