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Launceston Town Council  
The Town Hall  
Launceston  
Cornwall PL15 7AR

**MINUTES OF THE FULL COUNCIL MEETING**  
**held on TUESDAY 17 October 2017 at 7pm in the Guildhall**

- PRESENT** Cllrs, Bugden-Cawsey, Conway , Gordon (Deputy Mayor) Harris, Hogan, Keighley, Mitchell, Nancarrow, O'Brien, Tremain, Young (Town Mayor) Williams,  
In attendance: Christopher Drake (Town Clerk), Cornwall Councillor Adam Paynter, Amy Dennis (C&D Post), PC Steve Stoppard, 3 x Public
- 1710/33** **Apologies for absence**  
Apologies for absence were received from Councillors Allen, Bullen and Penhale  
Apologies were received from County Councillors Massey and Farrington
- 1710/34** **Declarations of Interest**  
Councillors were 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 room while that item is discussed, unless a written request for a dispensation has been received.  
**Cllr J Conway declared an interest in Agenda Item 15 (i) Correspondence and Matters to Note and left the meeting when this item was discussed and took no part in the debate or voting**
- 1710/35** **Public Representation Session**  
**PC Steve Stoppard** gave a presentation regarding the role of neighbourhood policing. He explained the latest crime figures for Launceston and explained that these showed an increase much of which was due to how crime is now recorded and that historic crimes are now taken into consideration if reported when a current crime is recorded. There was a large decrease in the number of burglaries , but internet crime now formed a large part of crime figures. The Police had undertaken a large amount of work in trying to educate children regarding inappropriate use of the internet. PC Stoppard explained that all figures were available on the Home Office website.  
  
In response to questions asked by Members, PC Stoppard advised that parking on pavements was a police matter but not deemed a priority unless it was dangerous or causing an obstruction, that work was being done in regards to issues at a local public house and that black boxes for recording vehicle speeds were available from Cornwall Highways and there siting was dependent on data regarding sites  
  
**Cllr Keighley** advised that he has names regarding concerns of domestic abuse and would pass these to PC Stoppard  
  
**Cllr Budgen-Cawsey** asked if the Police were aware that drug paraphernalia had been discovered at Newport. PC Stoppard advised that Police were aware of the matter and action had been taken

**Mrs J Heaton** thanked Cllr Gordon for his involvement in meetings related to Launceston Hospital and spoke about land adjacent to the site being offered for sale despite there being a binding covenant on the land

**Mr B Jordan** spoke about Agenda Item 14 – Consultation on Division Boundaries for Cornwall and stated that this could lead to a potential loss of councillors and that different areas in North Cornwall need to work together for the benefit of the entire area

**Ms R Skinner** spoke about the Charles Causley ACE funding bid and said that the Trust was disappointed that the Town Council had been unable to support the proposal. Ms Skinner gave an update on the work of the Causley Trust including Causley 100, that the Causley Festival and Trust were likely to merge, that Cypress Well had been gifted to the Trust and that Cornwall Council have agreed a cultural project award to the Trust for the next four years. Ms Skinner concluded by reading a message from the Trust Chairman and requested that the Council reconsider the funding request

**1710/36 To confirm and sign the Minutes of the last meeting, previously circulated**

It was **resolved** to confirm and sign the minutes, previously circulated:

Minutes of the meeting of the Full Meeting of Council held on 19 September 2017 at 7pm.

**1710/37 To receive and adopt the minutes of committees and sub-committees, previously circulated**

It was **resolved** to receive and adopt the minutes of the following committees and sub committees:

- i) Planning and Economic Development Committee held on Wednesday 20 September 2017 at 7pm
- ii) Estates and Properties committee held on Monday 2 October at 10am
- iii) Finance and General Purposes committee held on Wednesday 4 October at 7pm

**1710/38 Reports from Cornwall Councillors**

County Councillor A Paynter gave a comprehensive update on matters concerning Launceston and gave details about health care provision and the proposed sale of NHS land that had been advertised. Cllr Paynter advised that work on neglected empty buildings within the town was being undertaken and that notice had been served on one site.

Cllr Paynter spoke about Cornwall Councils support of the work of the Causley Trust , as well as giving details of a recent meeting with Town councillors Young and Gordon about Councils working together, which had been very positive.

Cllr Paynter also spoke about highways matters and said that consideration needed to be given about re-siting the taxi rank as well as an improvement in parking enforcement.

In regards to other matters, he advised that he felt the proposed Devonwall boundary review was unlikely to happen in the current climate, that housing sites were being reviewed for suitability in providing extra care places, and that work was being undertaken in the new budget that required a decision for February 2018 and which was challenging

Cllr Paynter concluded by saying that there was the potential for changes to policing in Cornwall as neighbouring forces were investigating the possibility of cross force working, and also gave an update in regards to 'space tourism' and the potential that this could bring to Cornwall

**Cllr Conway** asked about rate relief on public conveniences, Cornwall councillor attendance at Town Council meetings, if Cornwall Council can devolve parking enforcement to the Town Council and if proposed NHS land sales could be used to provide the required extra care housing. Cllr Paynter advised that Cornwall Council were awaiting Central Government to advise regarding rate relief, that Cornwall councillors will attend Town Council meetings whenever possible and that Cornwall Council were investigating whether it was possible for the devolution of parking enforcement to the Town Council

**Cllr Keighley** enquired how NHS land could be sold if it was protected by a covenant.

**Cllr Tremain** said that parking enforcement had long been an aim for the Town Council to operate and thought that it would work well

**Cllr Harris** asked about the rental level of proposed extra care housing and if this would set at Local Authority rates. Cllr Paynter advised that the level of rent was currently being assessed

**Cllr Williams** thanked Cllr Paynter for his attendance and stated that she was happy to work with Cornwall Councillors for the benefit of the town, whether this be in person or by phone and email

**1710/39**

**Reports and Questions from Town Councillors**

**Cllr Young** spoke about the recent OkeRail forum meeting and said that a parkway station seems very possible and that talks were very positive

**Cllr O'Brien** gave details of the Emergency Plan Rest Centre training that he attended with Cllr Gordon and said that Cornwall Council utilise a different system and the Town Council must consider what options are available. Cllr O'Brien also gave an update on the recent CALC conference which concentrated on the boundary review and a governance review of towns and parishes and gave details on the work that is required

**1710/40**

**Change to the Order of the Meeting**

It was **resolved** to consider Agenda Item 14 – Consultation on Division Boundaries for Cornwall as the next item of business

**1710/41**

**Consultation on Division Boundaries for Cornwall**

Members considered Report 11/17 concerning the above (previously circulated)

It was **resolved** that a working party of Cllrs O'Brien, Tremain and Gordon be set up to consider the consultation in detail and to bring back recommendations to the November meeting of Council and for all councillors at the November meeting to agree the Council's submission to the consultation

**1710/41**

**Reports and Questions from Town Councillors**

**Cllr Budgen-Cawsey** gave an update on the Chamber of Commerce and gave details of the Christmas events that had been arranged

**Cllr Harris** gave an update on the work of the Street Pastors who had met with the Chairman of the Town CCTV committee. The CCTV committee were looking to install a new camera on Madford Lane but required advice regarding any required planning permission. The committee was also looking at better coverage within the Castle grounds and asked if the Town Council could write to English Heritage asking if it were possible to upgrade cameras at the site. The Street Pastors had spent time talking to younger people, some of whom were gathering in the town centre car parks. Cllr Harris concluded by

stating that due to changes to Universal Credit, there may be people in the town who experience financial difficulties, especially over the Christmas period.

In response to the above, Cllr Conway advised that provision could be made by the Launceston food bank and Cllr O'Brien stated that additional CCTV cameras will require planning permission and enquired if the cameras could be utilised to help with parking enforcement

**Cllr Tremain** gave an update on the Friends of Launceston Priory AGM, where the committee was re-elected and also advised that the organisation had held a successful open day. Cllr Tremain also spoke about Churches Together being held at the Priory and thanked the Town Council, the Council Grounds Maintenance team and the Lawrence House Museum for their support

**1710/42**

**Report from the Town Mayor**

The Mayor's report was noted.

**1710/43**

**External Audit 2016-17**

The report of the External Auditor was noted and it was **resolved** to minute the Council's thanks to Mrs Helen Gribble, the Council's Responsible Finance Officer for her work on the audit.

**1710/44**

**Urgent Care Centre for Launceston**

It was **resolved** that a letter be sent to the Chairman of Cornwall Council, Leader of Cornwall Council, the Cabinet Member for Adult Care, Scott Mann MP, Chair of the local Community Network Panel, the Planning Portfolio holder and the Chair of the Health & Adult Social Care Overview & Scrutiny Committee expressing the Council's recommendations for an Urgent Care Centre in Launceston and that the letter highlight the Council's concerns over the proposed sale of NHS land and the manner in which the sale was undertaken and that local parishes be invited to a meeting to discuss how this matter affects the entire surrounding area

**1710/45**

**Ideas for Community Space**

Members noted the letter received concerning the above and further noted that as the site was privately owned, the Town Council could take no action

**1710/46**

**Relaunch of Launceston Loyalty Card**

The update from Cllr Mitchell concerning the above was noted and Cllr Williams agreed to be part of the steering group for the scheme which would now utilise social media, would provide an annual offer as opposed to monthly and would include all Launceston based businesses who would also be able to issue membership cards

**1710/47**

**Health and Safety Policy**

The updated Health and Safety policy was approved and it was **resolved** to minute the Council's thanks to the Properties Manager Mr David James

**1710/48**

**Correspondence and matters to note**

1. the letter received from Launceston Steam Railway regarding obstructive parking and the response letter from Cormac Solutions advising that the Town council may be considering funding changes was noted
2. it was noted that the Civic Remembrance Parade will take place on Sunday 12 November
3. The Town Council's venues usage was noted

1710/49

**Urgent Items**

1. The letter of thanks from the Kidney Research Charity for the stall at the recent monthly market was noted
2. the details regarding the public consultation on the need for an Air Quality Management Area (AQMA) for Launceston were noted

1710/50

**Exclusion of members of the press and public**

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

1710/51

**Use of Southgate Arch**

Members considered Report 11/17 concerning the above (previously circulated)

It was **resolved** that the South gate Arch building be offered to the Charles Causley Trust on a fixed term lease period

**Date of the next meeting of the Council**

The next Full Council meeting will be held on Tuesday 21 November 2017 at 7pm in the Guildhall.

The meeting ended at 9.15pm.

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