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Launceston Town Council
The Town Hall
Launceston
Cornwall PL15 7AR

**MINUTES OF THE FULL COUNCIL MEETING
held on TUESDAY 18 APRIL 2017 at 7pm in the Guildhall**

- PRESENT** Cllrs Bugden-Cawsey, Bullen, Conway, Gordon, Harris, Hogan (Town Mayor), Keighley, Nancarrow, O'Brien, Penhale, Phillips, Tremain, Young (Deputy Mayor)
In attendance: Christopher Drake (Town Clerk), Amy Dennis (C&D Post), 6 x Public
- 1704/08 Apologies for absence**
Apologies for absence were received from Councillor Sandercock
Apologies were received from County Councillors Farrington and Massey
- 1704/09 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.

Councillor P Bullen declared an interest in Agenda Item 8 – Town Councillor Vacancies
Councillor S Philips declared an interest in Agenda Item 8 – Town Councillor Vacancies
Councillor L Penhale declared an interest in Agenda Item 8 – Town Councillor Vacancies
- 1704/10 Public Representation Session**
Mrs J Heaton thanked the Council for use of the Town Hall for the recent meeting regarding Launceston hospital and thanked County Councillors for their attendance and Councillor J Conway for Chairing the meeting. Mrs Heaton advised that the draft Sustainability Plan had been rejected and requested that the Town Council continue to pursue a public meeting with NHS officials
The Mayor, Cllr B Hogan, advised that the Chief Executive of the Cornwall NHS Trust had offered to attend a future meeting of the Full Council

Mrs R Skinner thanked the Council for its support of the Causley Festival and spoke about the events for 2017 and stated that any assistance with delivering the Festival programme would be gratefully received
- 1704/11 To confirm and sign the Minutes of the last meetings, previously circulated**
It was **resolved** to confirm and sign the minutes, previously circulated:
Minutes of the meeting of the Full Council held on 21 March 2017 at 7pm.
- 1704/12 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:
Finance and General Purposes Committee held on 15 March 2017 at 7.00pm
Planning and Economic Development Committee held on Thursday 16 March 2017 at 7pm
Planning and Economic Development Committee held on Thursday 6 April 2017 at 7pm
- 1704/13 Amendments to Standing Orders**
It was **resolved** to agree the amendments to the Town Council's Standing Orders

1704/14

Committee Terms of Reference

The Council agreed to consider each part of agenda item 7 separately

General Terms of Reference Applicable to all Committees

It was **resolved** to agree the General Terms of References Applicable to all Committees subject to the amendment to delete the word 'Parish' and replace with 'Town' at paragraph 11 and to insert the wording 'or working party' within the Delegation of Authority to Sub-Committees paragraph

Cllrs J Conway and J Harris requested that their vote against the above resolution be recorded

It was **resolved** to agree the Terms of Reference for the Estates and Properties committee
It was **resolved** to agree the Terms of Reference for the Finance and General Purposes committee

It was **resolved** to agree the Terms of Reference for the Lawrence House Museum Management committee

It was **resolved** to agree the Terms of Reference for the Planning and Economic Development committee

It was **resolved** to agree the Terms of Reference for the Staffing committee

It was **resolved** to agree the Terms of Reference for the Tourism and Information Services committee

1704/15

Town Councillor Vacancies

It was **resolved** to advertise the four vacant Town Council vacancies including details being put on to the town noticeboards and the Council website

Cllrs Bullen, Philips and Penhale declared an interest in resolved item 1704/15 and left the Chamber and took no part in the debate or voting

1704/16

Correspondence and matters to note

- In response to the request from Stevenson Homes, it was resolved that the Council's preferred choice of the new properties was Chapel Drive

1704/17

Reports from Cornwall Councillors

There were no Cornwall Councillors able to attend the meeting. Cllr Conway asked that it be noted that this was the second meeting in succession when no Cornwall Councillors were present

1704/18

Reports and Questions from Town Councillors

Cllr D Gordon said that there were a number of places in the town where the roads were in poor condition and required repair and advised that he would forward details for these to Cornwall Council for action

Cllr J Conway thanked the Town Council for use of the Town Hall for the recent meeting regarding Launceston hospital

1704/19

Report from the Town Mayor

The Mayor's report was noted

1704/20

Urgent Items

Cllr M Young reminded those present that the Gorsedh Proclamation was taking place on Saturday 22 April

Date of the next meeting of the Council

The next meeting will be the Annual Meeting of the Council held on Tuesday 16 May 2017 at 7pm in Launceston Guildhall.

The meeting ended at 8.13pm.

Signed Date