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Launceston Town Council
The Town Hall
Launceston
Cornwall PL15 7AR

To: All members of the Estates and Properties Committee
Cllrs Young (Town Mayor), Gordon (Deputy Mayor), Keighley , O'Brien, Tremain, Conway, Hogan
and Harris. *Cc all members of the Council for information*

You are summoned to attend a meeting of the Estates and Properties Committee on Monday 04 December 2017 at 10am to be held at the Town Hall. The agenda is set out below.

Christopher Drake
Town Clerk

28 November 2017

A G E N D A

1 Apologies for absence

2 Declarations of Interest

Councillors are 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 request for a dispensation is agreed.

3 Public Representation Session

An opportunity for local residents to make representations to the Council or to ask questions relating to items on the agenda. (Please note that a maximum time of 15 minutes will be allowed for this session and there is a time constraint of 5 minutes per speaker)

4 Minutes of the last meeting

To sign the minutes of the meeting held on 2 October 2017 (attached)

5 To Discuss the Findings of earlier Site Visits

6 Property Manager's Report

Update on on-going maintenance and items agreed at previous meetings.

7 Town Hall Trestle Tables

To consider the purchase of 12 new laminated trestle tables.

8 Conference Room Heating

To consider installing central heating radiators within the Otho Peter conference rooms.

9 The Ambulance Hall Fire Alarm & Emergency Lighting Installation

To consider the two quotations received for the installation of the Fire Alarm & Emergency Lighting

10 The Ambulance Hall.

To consider the proposal from Councillor Conway to appoint an architect to draw up preliminary drawings with indicative costings for the possible change of use of the hall.

11 New Proposed Cemetery

To resolve to approach Cornwall Council to change the terms of the Section 106 Agreement, and to ascertain any legal cost involved.

12 Urgent Items

To receive any items considered by the Chairman to be urgent (information only)

Date of the next meeting

To agree the date of the next meeting – Monday 5 February 2018