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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,
Bailey 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 05 February 2018 at 10am to be held at the Town Hall. The agenda is set out below.

A handwritten signature in black ink, appearing to read 'C. W. Drake'.

Christopher Drake
Town Clerk

29 January 2018

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 4 December 2018.

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 Southgate Arch

To resolve to carry out the recommendations as stated within the Fire Risk Assessment.

8 Public Conveniences

To discuss the state of theft and damage to the public conveniences.

9 Allotments

To consider the correspondence received from tenants of Kensey allotments.

10 Grounds Maintenance

To consider the equipment requirement to meet our obligations under the 'Service Level Agreements'

11 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 9 April 2018