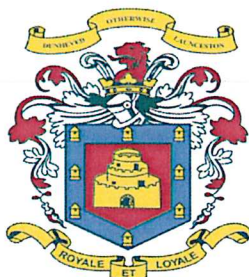


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Launceston Town Council
The Town Hall
Launceston
Cornwall PL15 7AR

To: All members of the Estates and Properties Committee
Cllrs Hogan (Town Mayor), Young (Deputy Mayor), Keighley (Chairman), O'Brien, Sandercock, Tremain Bugden-Cawsey, Penhale and Gordon. *Cc all members of the Council for information*
You are summoned to attend a meeting of the Estates and Properties Committee on Monday 9 January 2017 at 10am. The agenda is set out below. Members of the Committee will meet at 10am outside the Town Hall in order to make site visits prior to the committee meeting, to be held at the Town Hall at approximately 11.30am.

Christopher Drake
Town Clerk

Date of 03 January 2017

AGENDA

Sites to be visited: Launceston Cemetery, Grammers Park Play Area & Allotment Garden, Windmill Wood. Other sites at the Chairman's discretion.

- 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 Minutes of the last meeting**
To sign the minutes of the meeting held on 7 November 2016 (attached)
- 4 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)
- 5 To Discuss the Findings of the Site Visits**
- 6 Property Manager's Report**
Update on on-going maintenance and items agreed at previous meetings. To agree to carry out works as recommended.
- 7 Urgent Items**
To receive any items which the Chairman considers to be urgent (information only)

Date of next meeting
Monday 6 March 2017 at 10am