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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 09 April 2018 at 10am to be held at the Town Hall. The agenda is set out below.**

Christopher Drake  
Town Clerk

3 April 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 5 February 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 **Public Conveniences**  
To consider the replacement of the Hand Wash Dryer Units.
- 8 **Urgent Items**  
To receive any items considered by the Chairman to be urgent (information only)

### **Date of the next meeting**

The next meeting will be held on Monday 4 June 2018 at 10am – subject to resolution of the Calendar of Meetings at the Annual Meeting of the Council.