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Launceston Town Council  
The Town Hall  
Launceston  
Cornwall PL15 7AR

**MINUTES OF THE ESTATES & PROPERTIES COMMITTEE MEETING**  
**Held on 9 January 2017**  
**at 10am in the Town Hall.**

PRESENT: Cllrs. Keighley (Chairman), Young (Deputy Mayor), O'Brien, Gordon, Tremain, Penhale & Bugden-Cawsey

In attendance: David James (Properties Manager).

Due to inclement weather no site visits were made by the committee.

- 1701/01 Apologies for Absence**  
Apologies received from: Cllr. Hogan (Town Mayor) & Cllr. Sandercock
- 1701/02 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.
- 1701/03 Minutes of the last meeting**  
The minutes of the meeting held on 07 November 2016 were signed as a correct record.
- 1701/04 Public Representation Session**  
No members of the public were present at the meeting.
- 1701/05 Properties Managers Report**  
The Properties Managers report was received and duly noted by the committee.  
The Chairman thanked Mr. James for his report.
- 1701/06 Town Hall Sound & Lighting Systems**  
It **was agreed** that a letter to be sent to all existing and potential hirers informing of the Councils intent to upgrade the systems. This upgrade will allow community groups easier access to the enhanced systems.
- 1701/07 West Gate Car Park**  
It **was agreed** that further resources to be put into place for the monitoring of the car park.
- 1701/08 West Gate Public Conveniences**  
There has been reports of unsociable behavior in the West Gate Gents toilets.  
A hole had been drilled between the cubicles, and subsequent repairs made where removed including the vandilising of the metal toilet roll holder. The Police had been informed and cautionary signs placed in the toilets.  
The existing repair has not been removed and it appears that the unsociable issue has been resolved.  
It **was agreed** that further monitoring of all of our Public Conveniences to be carried out.
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- 1701/09 South Gate Arch**

The committee discussed a proposal from Emma Roper for the future use of the Arch. It **was agreed** in principle to the proposal, and for the Properties Manager to contact her to discuss the details. It was agreed to carryout the maintenance work as reported.

**1701/10**

**Allotments**

The committee received a letter with a proposal from a Kensey Allotment tenant to self fund an additional water trough for Kensey allotment. It **was agreed** for the Council to install the water pipe and to carry out the connection to the new supplied water trough.

**1701/11**

**Benches**

It **was agreed** to install two new benches. The Properties Manager to contact Cornwall Council with the proposed sites.

**1701/12**

**Urgent items**

The Councilors have received many reports of increase in Dog fouling in and around the Town, that some dog owners are not using bags, and if they are, they are not using the bins provided. The Chairman asked that this issue to be on the next meetings agenda.

**Date of the next meeting**

The next meeting would be held on Monday 6 March 2017. The committee would make site visits at 10.00am the meeting would follow immediately afterwards in the Town Hall approximately 11:30am.

The meeting closed at 11:30am.

Signed..... Date.....