

Town Clerk C Drake
Telephone 01566 773693
admin@launceston-tc.gov.uk
www.launceston-tc.gov.uk



Launceston Town Council
The Town Hall
Launceston
Cornwall PL157AR

**Minutes of The Tourism and Information Services Committee held on
Tuesday 9 January 2018 at 5.15pm at the Town Hall**

- Present:** Cllrs: Bugden-Cawsey, Gordon, Mitchell, Nancarrow, Penhale and Young (Chairman)
In attendance: Christopher Drake (Town Clerk), Alison Jeffery (TIC Manager), Simon Hirsh (TAVATA)
- 1801/08 Apologies for absence** were received from John Marshall (TAVATA) and Diana Richards (English Heritage)
- 1801/09 Public Representation Session**
No members of the public were present at the meeting.
- 1801/10 No Declarations of Interest were received**
- 1801/11 Minutes of the last meeting**
The minutes of the meeting held on 13 November 2017 were signed as a correct record.
- 1801/12 Financial Report**
It was **resolved** to note the financial information and budget comparison update
- 1801/13 Manager's Report**
The update report was **noted** and the committee received an update that ten applications had been received for the additional Information Assistant position and that a shortlist would be drawn up and interviews arranged
- 1801/14 Christmas and Events Update**
It was **resolved** that;
- i) Councillor Mitchell and Services Support Officer, Ms Kate Stark be thanked for their work in regards to the Heart FM Christmas market
 - ii) The Chairman of the Chamber of Commerce be thanked for all their work in organising the town's Christmas events
 - iii) A sub-committee of Cllrs Budgen-Cawsey and Nancarrow and the Information Centre Manager be set up to consider what events can be arranged to mark the centenary of the women's vote, in particular a tea dance including song and dance being held at the Town Hall

- iv) Further details be sought in regards to the amount of copies and distribution of the Discover Guides, and if appropriate for a guide for Launceston to be produced

1801/15

Change of Meeting Date

It was **resolved** that the date of the May meeting be re-scheduled to Thursday 3 May

The next meeting is scheduled for Tuesday 6 March at 5.15pm

The meeting closed at 5.50pm

Signed.....

Date.....