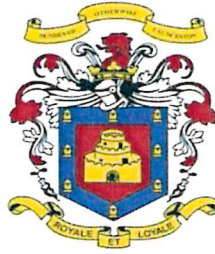


Town Clerk Christopher Drake  
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Launceston Town Council  
The Town Hall  
Launceston  
Cornwall PL15 7AR

**To:** *All Members of the Tourism and Information Services Committee:  
Cllrs Young (Mayor), Gordon (Deputy Mayor), Bullen, Nancarrow (Chairman) and Penhale  
cc all members of the Council for information*

You are summoned to attend a meeting of The Tourism and Information Services Committee to be held on Tuesday 4 September 2018 at 5.15pm at the Town Hall. The agenda for the meeting is set out below.

Christopher Drake  
Town Clerk

Date of issue: 29 August 2018

### AGENDA

- 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 written request for a dispensation has been received. The Council will consider those requests at this point. In exceptional circumstances the Town Clerk has delegated authority to allow a dispensation under section 8e of the Council's Standing Orders.
- 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 To confirm and sign the minutes of the last meeting**

To sign the minutes of the Tourism and Information Services Committee meeting held on 3 July 2018 (copy attached)
- 5 Financial Report**

To consider the budget requirements for 2019/20. A copy of the current financial year budget is attached for information
- 6 TIC Managers Report**

To consider Report 10/18 concerning the above (copy attached)
- 7 Coach Park Signage**

To consider Report 11/18 concerning the above (copy attached)
- 8 Items to note and any urgent matters**

To receive any items which the Chairman considers to be urgent (information only)
- 9 Date of next meeting**

The next meeting is scheduled for Tuesday 6 November 2018 at 5.15pm