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Launceston Town Council
The Town Hall
Launceston
Cornwall PL157AR

MINUTES OF THE MEETING of the
FINANCE & GENERAL PURPOSES COMMITTEE

held in the Otho Peter Room, Launceston Town Hall, on Wednesday 5 September 2018 at 7pm

PRESENT: Cllrs Allen, Bailey, Bullen, Conway, Gordon, Hogan, Keighley, O'Brien and Young
In attendance: Helen Gribble (RFO/Support Services Manager)

1809/10 Apologies for absence
Cllr Penhale

1809/11 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.

1809/12 Public Representation Session
No public representations were made.

1809/13 Minutes of the last meeting
The minutes of the meeting of 4 July 2018 were signed as a correct record.

1809/14 Finance
It was **resolved** to approve the payments (vouchers 135 to 247) as per the lists appended to these minutes. Cllrs Young & Bullen carried out a random check of payments for audit purposes (voucher no's 138, 148, 168, 188, 190, 208, 210, 217, 230, 240, 247)

It was **resolved** to approve the balance sheet for July 2018.

It was **resolved** to approve the income and expenditure account for July 2018.

The bank reconciliation for 31 July 2018 was examined and signed as correct by Cllr Young and **approved** by the meeting.

Cllr Keighley will conduct the payments check for September and Cllr Allen will conduct the payment check for October.

1809/15 Report from Lawrence House Museum Working Party
It was **agreed** to adopted to recommendations made in the report.

1809/16 Christmas holiday
It was **agreed** that the office, TIC and Town Hall will be closed from 1300 hours on the 24 December until Tuesday 1 January 2019 inclusive, arrangements to be made for the public conveniences to be open during this period.

1809/17

Short term investment of the Precept

It was **agreed** to invest the Precept in the Cornwall Council Call account and drawn down by the RFO as required.

1809/18

Urgent Items

No urgent items were raised.

Date of Next Meeting

The next meeting will be held on Wednesday 3 October 2018 at 7pm.

The meeting closed at 7:19 pm.

Signed Date