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Launceston Town Council
The Town Hall
Launceston
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MINUTES OF THE MEETING of the
FINANCE & GENERAL PURPOSES COMMITTEE

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

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

1811/14 Apologies for absence
Cllrs O'Brien and Penhale

1811/15 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.

1811/16 Public Representation Session
No public representations were made.

1811/17 Minutes of the last meeting
The minutes of the meeting of 3 October 2018 were signed as a correct record.

1811/18 Community Christmas Lunch
It was **agreed** to advance £500 to Cllr Young towards expenses for the Community Christmas Meal.

1811/19 Finance
It was **resolved** to approve the payments (vouchers 327 to 396) as per the lists appended to these minutes. Cllr Allen carried out a random check of payments for audit purposes (voucher no's 327, 329, 333, 349, 364 and 388)

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

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

The bank reconciliation for 30 September 2018 was examined and signed as correct by Cllr Conway and **approved** by the meeting.

Cllr Bullen will conduct the payments check for December.

1811/20 Petty Cash
It was **resolved** to approve the petty cash expenditure for the Town Hall and the Tourist Information Centre for the period April to September 18.

1811/21

Awards of Appreciation

It was **resolved** to bring this item to the next meeting of this committee

1811/22

External Hire Fees

It was **resolved** to approve the external hire charges for 2019/20

1811/23

Urgent Items

Arrangements for Remembrance Sunday were discussed.

Exclusion of members of the press and public

It was resolved that under s1(2) of the Public Bodies (Admission to Meetings) Act 1960 the public and press be excluded from the meeting for the following item as it may involve the likely disclosure of confidential information

Members received information on the library devolution process from Cllr Conway

Date of Next Meeting

The next meeting will be held on Wednesday 11 December 2018 at 7pm.

The meeting closed at 7:35 pm.

Signed Date