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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 3 October 2018 at 7pm

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

**1810/12 Apologies for absence**

No apologies were received

**1810/13 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.

**1810/14 Public Representation Session**

No public representations were made.

**1810/15 Minutes of the last meeting**

The minutes of the meeting of 5 September 2018 were signed as a correct record.

**1810/16 Finance**

It was **resolved** to approve the payments (vouchers 248 to 326) as per the lists appended to these minutes. Cllrs Keighley carried out a random check of payments for audit purposes (voucher no's 252, 259, 284 and 323)

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

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

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

Cllr Young will conduct the payments check for November.

**1810/17 Fees and charges 2019-2020**

The fees and charges for the car park were considered and it was **resolved** that no changes would be made for the financial year 2019-2020.

The fees and charges and the reduced rate hires for the Town Hall were considered and it was **resolved** to introduce a penalty charge for those who do not return the light and sound system to its original state after use. This charge will be the cost to the Council of such reinstatement. It was also **resolved** that any organisation that consistently leaves the system in an unusable state will be given notice and will no longer be able to hire/let any part of the Town Council's assets. There would be no further changes made the hire charges for 2019-20.

The fees and charges for the Ambulance were considered and it was **resolved** to keep the session charges the same with the introduction of an hourly charge for activities that only require the hall for an hour at a time. The reduced rates were considered and the it was **resolved** to remove the reduced rate currently offered to the Slimming World hires. All other reduced rates were **approved**.  
The Town Square hire charges were considered and it was **resolved** that no changes would be made for the financial year 2019-20.

**1810/18**

**Urgent Items**

Cllr Young asked members of the Committee for their opinion on a new format for the Christmas Community meal.

**Date of Next Meeting**

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

The meeting closed at 7:40 pm.

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