

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



Launceston Town Council
The Town Hall
Launceston
Cornwall PL157AR

To all members of the Finance & General Purposes Committee

Cllr Gordon (Town Mayor), Cllr Penhale (Deputy Mayor) Cllrs Allen, Bailey, Bullen, Conway (Chairman), Keighley, O'Brien and Young

Cc all members of the Council for information

You are summoned to attend a meeting of the Finance & General Purposes Committee, to be held on Wednesday 6 November 2019 at 7pm in the Otho Peter Room, Launceston Town Hall. The agenda is set out below.

A handwritten signature in blue ink, appearing to read 'C. W. Drake'.

Christopher Drake
Town Clerk

Date of issue: 31 October 2019

A G E N D A

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 Minutes of the last meeting

To sign the minutes of the meeting held on 2 October 2019 as a correct record (copy attached)

5 Community Christmas Lunch

To agree an advance of £500 to Cllr Young towards expenses for the Community Christmas Meal.

6 Finance

- a) To approve the cheques for payment
- b) To approve the balance sheet for August 19 (attached)
- c) To approve the income and expenditure account to August 19 (attached)
- d) To approve the balance sheet or September 19 (to follow)
- e) To approve the income and expenditure account to September 19 (to follow)
- f) To approve the bank reconciliation to 30 September 2019 (to be brought to the meeting)

7 Petty Cash

To approve the petty cash expenditure for the Town Hall and Tourist Information Centre for the period April – Sept 19

8 External Hire Fees

To consider the hire charges of equipment to external users.

9 Exclusion of members of the press and public

To resolve that under S1(2) of the Public Bodies (Admission to Meetings) Act 1960 that the public and press be excluded from the meeting for the following items as it involves the likely disclosure of confidential information

10 Lawrence House Museum

To consider the Lawrence House Management Committee recommendation regarding the position of a permanent curator.

11 Boundary Review

To consider the Council's position in relation to the draft proposals from the boundary review.

12 Urgent Items

To receive any items considered by the Chairman to be urgent (information only)

Date of the next meeting

The next meeting will be held on Wednesday 8 January 2019 at 7pm in the Otho Peter Room at Launceston Town Hall