

Town Clerk C W Drake  
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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 Tuesday 14 January 2020 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: 8 January 2020

**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 6 November 2019 as a correct record (copy attached)

**5 Finance**

- a) To approve the cheques for payment
- b) To approve the balance sheet for November 19 (attached)
- c) To approve the income and expenditure account to November 19 (attached)
- d) To approve the bank reconciliation to 31 December 2019 (to be brought to the meeting)

**6 Lawrence House Museum**

To consider the Lawrence House Management Committee recommendations regarding the position of a permanent curator. (report attached)

**7 Budget 2019/20**

To consider the budget for 2020/21 and provisional budget for 2021/22 (copy and report attached)

## **8 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 4 March 2020 at 7pm in the Otho Peter Room at Launceston Town Hall