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Launceston Town Council
The Town Hall
Launceston
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To all members of the Finance & General Purposes Committee

Cllr Gordon (Town Mayor), Cllrs Bailey, Bullen, Conway, Nolan, O'Brien, Penhale, 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 4 November 2020 at 7pm.

In accordance with the provisions of The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020, this meeting will be held remotely using the Zoom platform. A meeting ID and password will be emailed to all councillors

Press and Public are invited to watch the meeting online via our Facebook page at
<https://www.facebook.com/LauncestonTownCouncil>

Members of the public who wish to address the Council during public participation regarding items on the agenda are requested to email the Clerk by 5pm 3 November 2020 and a meeting password will be sent to you on the day of the meeting

The agenda for the meeting is set out below.

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

Christopher Drake
Town Clerk

Date of issue: 29 October 2020

A G E N D A

- 1 Election of Chairman**
- 2 Election of Vice Chairman**
- 3 Apologies for absence**
- 4 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.

5 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)

6 Minutes of the last meeting

To sign the minutes of the meeting held on 4 March 2020 as a correct record (copy attached)

7 Finance

- a) To approve the payment listings for March to October 2020 as previously circulated by email and approved (attached)
- b) To approve the balance sheet for September 2020 (attached)
- c) To approve the income and expenditure account to September 2020 (attached)
- d) To decide on a councillor to check the payments and bank reconciliations for the period March to September 2020

8 Charges and Fees 2021/2022

To consider an fees and charges for the car park, Town Hall, Ambulance Hall, Town Square and external hires (report attached)

9 Internal Audit

To consider the proposal from Hudson Accounting for continued Internal Audit services (copy attached)

10 Exceptional Grants

To consider the Exceptional Grant applications from Merlin MS Centre, Food for Friends and Launceston Voluntary First Aid Service from the £2,000 budget for exceptional grants. (Merlin MS Centre and Food for Friends attached, LVFS to follow).

11 Christmas Closure

To agree that the Town Council Offices, Visitor Information Centre, Town Hall and Ambulance Hall are closed on Thursday 24 December at 1pm and will reopen to Monday 4 January 2021. The Library will close on Wednesday 23 December and will reopen on Tuesday 5 January 2021. Arrangement to be made for the public conveniences to be open during this period

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 9 December 2020 at 7pm