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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), 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 3 March 2021 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 2 March 2021 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: 25 February 2021

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 3 February 2021 as a correct record (copy attached)

5 Finance

- a) To approve the payment listings for February 2021 as previously circulated by email and approved (attached)
- b) To approve the balance sheet for January 2021 (attached)
- c) To approve the income and expenditure account to January 2021 (attached)

6 Direct Debit and Standing Order Payments

To approve the payments made by Direct Debit and Standing Order (attached)

7 Segregation of Duties

To note the Segregation of Duties (attached)

8 Asset Register

To approve the Asset Register (attached)

9 Financial Regulations

To approve the Financial Regulations (attached)

10 Management & Safe Keeping of Money Policy

To approve the Management & Safe Keeping of Money Policy (attached)

11 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 5 May 2021 at 7pm