

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 Penhale (Town Mayor), Cllrs Bailey, Bullen, Conway, Hogan, Nolan, O'Brien, Soanes, 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 10 November 2021 at 7pm in the Otho Peter Suite, The Town Hall.

This meeting has been advertised as a public meeting and as such could be filmed or recorded by broadcasters, the media or members of the public. Please be aware that whilst every effort is taken to ensure that members of the public are not filmed, we cannot guarantee this, especially if speaking or taking an active role in 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: 4 November 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 6 October 2021 as a correct record (copy attached)

5 Finance

- a) To approve the payment listings for October 2021 as previously circulated by email and approved (attached)
- b) To approve the balance sheet for September 21 (attached)
- c) To approve the income and expenditure account to September 21 (attached)
- d) To decide on a councillor to check the payments and bank reconciliations for November 21.

6 Exceptional Grant

To consider the exceptional grant application from Step in to Learning Counselling (SILC) part of the V Net Learning Group (attached)

7 Internal Audit Report

To note the internal audit report dated 20 October 2021 (attached)

8 Response to Cornwall Council Survey

The committee is recommended to consider responses as part of the Cornwall Council survey, requesting feedback on the role of the Council. Responses can be on any matter, but it is pertinent that the committee primarily focus on subjects as listed within its own Terms of Reference.

All resolved comments will be taken to Full Council for consideration as to the collective Town Council response to the survey.

9 Charges and Fees 2022/2023

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

10 Petty Cash

To approve the petty cash expenditure for the Town Hall and Visitor Information Centre for the period April – Sept 21

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 Monday 13 December 2020 at 7pm