

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 Penhale (Town Mayor), Cllrs Bailey, Bullen, Conway, 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 7 September 2022 at 7pm in the Otho Peter Suites**

**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 black ink, appearing to read 'C. W. Drake'.

Christopher Drake  
Town Clerk

Date of issue: 1 September 2022

**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 July 2022 as a correct record (copy to follow)

**5 Finance**

- a) To approve the payment listings for July 2022 and August 2022 as previously circulated by email and approved
- b) To approve the balance sheet for July 22 (to follow)
- c) To approve the income and expenditure account to July 22 (to follow)
- d) To decide on a councillor to check the payments and bank reconciliations for the period July to August and September and October

**6 Grant Policy Review**

To consider Report 01/22 concerning the above (copy attached)

**7 Financial Considerations for Budget Setting**

To consider Report 02/22 concerning the above (copy attached)

**8 Smaller Authorities' Audit Appointments Opt-out**

To consider Report 03/22 concerning the above (copy attached)

**9 Urgent Items**

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

**10 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 item as it involves the likely disclosure of confidential information

**11 Lawrence House Tenancy Agreement**

To consider Report 04/22 concerning the above (copy attached)

**Date of the next meeting**

The next meeting will be held on Wednesday 2 November 2022 at 7pm