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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 Penhale (Town Mayor), Cllrs Bailey, Bullen, Conway, Hogan, O'Brien, Soanes 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 Wednesday 1 March 2023 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 blue ink, appearing to read 'C. W. Drake'.

Christopher Drake
Town Clerk

Date of issue: 23 February 2023

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 8 February 2023 as a correct record (copy attached)

5 Finance

- a) To approve the payment listings for February 2023 (copy attached)
- b) To approve the balance sheet for January 23 (to follow)
- c) To approve the income and expenditure account to January 23 (to follow)
- d) To decide on a councillor to check the payments and bank reconciliations for the period March and April

6 Exceptional Grants

To consider the applications for grants for 2023-2024 (attached)

7 Direct Debits and Standing Order Payments

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

8 Segregation of Duties

To note the Segregation of Duties (to follow)

9 Asset Register

To approve the Asset Register (to follow)

10 Financial Regulations

To approve the Financial Regulations (attached)

11 Management & Safe Keeping of Money Policy

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

12 Statement of Internal Control

To approve the Statement of Internal Control (attached)

13 Investment Strategy

To approve the Investment Strategy (attached)

14 HSBC Branch Closure

To receive an update from the RFO on banking agreements following the closure of the Launceston Branch

15 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 3 May 2023 at 7pm