

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, 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 3 May 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 black ink, appearing to read 'C. W. Drake'.

Christopher Drake  
Town Clerk

Date of issue: 26 April 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 1 March 2023 as a correct record (copy attached)

**5 Finance**

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

**6 South Gate Arch**

To consider the request from The Causley Trust to remain at Southgate Arch until after the Causley Festival and the Council to on responsibility for the utility costs and rates with immediate effect.

**7 Community Infrastructure Levy Funding**

To agree that the received CIL funds of £9,381.14 be earmarked for the installation of play equipment at Priory Park

**8 Petty Cash**

To approve the petty cash expenditure for the period September 22 to April 23 (see attached)

**9 HSBC Branch Closure**

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

**10 Prepaid Debit Card**

To consider the options in relation to a prepaid debit card (report attached)

**11 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

**12 Skatepark Tenders**

To consider the skatepark tenders received

**13 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 July 2023 at 7pm