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Launceston Town Council  
The Town Hall  
Launceston  
Cornwall PL15 7AR

**MINUTES OF THE FINANCE & GENERAL PURPOSES COMMITTEE**  
**held on WEDNESDAY 3 May 2023 at 7.00pm in The Otho Peter Suites, Launceston Town Hall**

- PRESENT** Cllrs Bailey (Deputy Mayor and Chairman), Bullen, Conway, Gordon (substitute for Cllr Penhale), Heaton (substitute for Cllr Soanes), Hogan, O'Brien and Young  
In attendance: Helen Gribble - RFO
- 2305/13 Apologies for absence**  
Apologies of absence were received from Cllr Penhale (Mayor) and Cllr Soanes
- 2305/14 Declarations of Interest**  
There were no declarations of interest
- 2305/15 Public Representation Session**  
There were no members of the public present
- 2305/16 Minutes of the last meeting**  
The minutes of the meeting of February 1 March 2023 were signed as a correct record.
- 2305/17 Finance**  
a) It was resolved to approve the payment listings for March and April 2023.  
b) It was resolved that the RFO would circulate the balance sheet for March 2023 on completion of the year end accounts  
c) It was resolved that the RFO would circulate the income and expenditure account to March 2023 on completion of the year end accounts  
d) Councillor Bullen will carry out the payment checks for the period May and June
- 2305/18 South Gate Arch**  
It was **resolved** that The Causley Trust may remain at Southgate Arch until the 31 July 23 and the Town Council will take on responsibility for the utility costs with immediate effect.
- 2305/19 Community Infrastructure Levy Funding**  
It was **resolved** to earmark the CiL funds received for the installation of play equipment at Priory Park.
- 2305/20 Petty Cash**  
It was **resolved** to approve the petty cash expenditure for the period September 22 to April 23
- 2305/21 HSBC Branch Closure**  
The RFO gave an update on the Councils banking arrangements following the closure of the Launceston HSBC branch
- 2305/22 Prepaid Debit Card**  
It was **resolved** to open a separate HSBC bank account which will hold a minimal balance and for this account to have a pin only debit cards for the RFO and Town Clerk, to enable them to obtain cash to top up petty cash floats across the Council.

**2305/23**

**Exclusion of members of the press and public**

It was resolved that under s1(2) of the Public Bodies (Admission to Meetings) Act 1960 the public and press be excluded from the meeting for the following items as it may involve the likely disclosure of confidential information

**2305/22**

**Skatepark Tenders**

It was **resolved** to;

- i) note that the tender bid with the highest score using the scoring matrix was Bentongpark
- ii) that the works contract be awarded to Bentongpark

**2305/23**

**Urgent Items**

There were no urgent items.

The meeting closed at 8.07 pm.

Signed ..... Date .....