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Launceston Town Council
The Town Hall
Launceston
Cornwall PL157AR

To all members of the Finance & General Purposes Committee

Cllr Bailey (Town Mayor), Cllrs, Bullen, Conway, Gilbert, Heaton, 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 7 February 2024 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 February 2024

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 December 2023 and 22 January 2024 as a correct record (copy attached)

5 Finance

- a) To approve the payment listings for December 2023 and January 2024 (copy attached)
- b) To approve the balance sheet for December 23 (to follow)
- c) To approve the income and expenditure account to December 23 (to follow)
- d) To decide on a councillor to check the payments and bank reconciliations for the period February

6 Grants

To consider the applications for grants for 2024-2025 (report attached)

7 Town Hall Condition of Hire

To consider the changes to the conditions of hire document for the Town Hall

8 Online Human Resource subscription

To approve the subscription to an online human resource provider (report attached)

9 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 items as it involves the likely disclosure of confidential information

10 Dockacre Railings

To approve the expenditure to replace the railings at Dockacre Cemetery

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 Wednesday 6 March 2024 at 7pm