

Town Clerk C W Drake
Telephone 01566 773693
admin@launceston-tc.gov.uk
www.launceston-tc.gov.uk



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 4 September 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: 29 August 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 3 July 2024 as a correct record (copy attached)

5 Finance

- a) To approve the payment listings for July and August 2024 (copy attached)
- b) To approve the balance sheet for June 24 (to follow)
- c) To approve the income and expenditure account to June 24 (to follow)
- d) To decide on a councillor to check the payments and bank reconciliations for the period September and October

6 Staffing – Grant Officer

To consider Report 17/24 concerning the above (copy attached)

7 The Library Project Expenditure Update

The RFO to give an update of services contracted in relation to the design concept stage of the project

8 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 November 2024 at 7pm