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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 29 April 2025 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 April 2025

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 5 March 2025 as a correct record (copy attached)

5 Finance

- a) To approve the payment listings for March and April 2025 (copy attached)
- b) To approve the payment listing of the 29 April 2025 (to be presented at the meeting)
- c) To approve the balance sheet for February 25 (to follow)
- d) To approve the budget monitoring report to February 25 (to follow)

6 Petty Cash

To approve the petty cash expenditure for the financial year 2024/25 (see attached)

7 Ticket Refund Policy

To resolve to implement a refund policy for tickets sold for Town Council organised events (to follow)

8 Access Companion Ticket Eligibility and Terms and Conditions

To approve the Access Companion Ticket Eligibility and Terms and Conditions. (to follow)

9 Extraordinary Grant

To consider the extraordinary grant received from Charles Causley Trust (see attached)

10 Urgent Items

To receive any items considered by the Chairman to be urgent (information only)

Date of the next meeting

The date is to be confirmed following the Annual Meeting of Launceston Town Council on the 13 May 2025