

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 PL15 7AR

MINUTES OF THE FINANCE & GENERAL PURPOSES COMMITTEE
held on TUESDAY 29 APRIL 2025 at 7.00pm in The Otho Peter Suites, Launceston Town Hall

- PRESENT** Gilbert (Deputy Mayor), Bullen, Conway, Heaton, O'Brien, Soanes and Young
In attendance: Responsible Finance Officer
- 2504/30 Apologies for absence**
Apologies were received from Cllrs Bailey & Hogan
- 2504/31 Declarations of Interest**
Councillor Heaton declared an interest in Agenda Item 9 – Extraordinary grant application from Charles Causley Trust
- 2504/32 Public Representation Session**
Mr David Devanny spoke about the grant application submitted by the Charles Causley Trust, the Launceston Poetry Festival, the changes to the Trust and answered questions from the Councillors.
- 2504/33 Minutes of the last meeting**
The minutes of the meeting held on 5 March 2025 were signed as a correct record.
- 2504/34 Finance**
It was **resolved** to:
i) approve the payment listings for March and April 2025
ii) approve the payment listing date 29 April 2025
iii) approve the balance sheet for February 2025
iv) approve the budget monitoring report for February 2025
- 2504/35 Change to order of business**
It was **resolved** to move agenda item 9 forward
- 2504/36 Extraordinary Grant**
It was **resolved** to award free room hire to the Charles Causley Trust for the weekend of the festive. The free hire is for space only and does covers any additional costs associated with the hires i.e. lighting, sound, waste.
- 2504/37 Petty Cash**
It was **resolved** to approve the petty cash expenditure for the financial year 2024/25
- 2504/38 Ticket Refund Policy**
It was **resolved** to approve the Ticket Refund Policy for Town Council organised events.
- 2504/39 Access Companion Ticket Eligibility Terms and Conditions**
It was **resolved** to approve the Access Companion Ticket Terms and Conditions

Urgent Items

The RFO shared letters of thanks from Cornwall Air Ambulance and Launceston Foodbank for the grants that they received through the Council’s grant award scheme

It was **agreed** that the Council would withdraw the grant offer made to the organisation that didn’t attend the grant award evening, as per the grant offer letter sent to the organisation.

Cllr Bullen asked about the impact of the National Insurance rise, the RFO will provide Councillors with a summary of the impact following the meeting.

The meeting closed at 8.05 pm.

Signed

Date