



MINUTES OF THE FINANCE & GENERAL PURPOSES COMMITTEE

held on WEDNESDAY 5 NOVEMBER 2025 at 7.00pm in The Otho Peter Suites, Launceston Town Hall

- PRESENT** Cllrs Gilbert (Mayor), Bullen, Conway, Heaton, Hogan, O'Brien, Soanes and Young
In attendance: Responsible Finance Officer
- 2511/12 Apologies for absence**
Apologies were received from Cllr Bailey
- 2511/13 Declarations of Interest**
There were no declarations of interest
- 2511/14 Public Representation Session**
There were members of the public present
- 2511/15 Minutes of the last meeting**
The minutes of the meeting held on 3 September 2025 were signed as a correct record.
- 2511/16 Finance**
It was **resolved** to:
- i) approve the payment listings for September and October 2025 Cllr's Gilbert & Young checked payment numbers 1373, 1382, 1384, 1388, 1390, 1419, 1423, 1425, 1426, 1436, 1437 & 1445
 - ii) carry forward the approval of the balance sheet for September 25 to the next meeting
 - iii) carry forward the approval of the budget monitoring report for September 25 to the next meeting
 - iv) the following Councillors will carry out payments checks for the following months:
November – Cllr Bullen
December – Cllr Gilbert
January – Cllr Conway
February - Cllr O'Brien
March – Cllr Heaton
- 2511/17 Purchase of new desktop computers to support Windows 11**
It was **agreed** to purchase five new desktop machines to support Windows 11. The committee requested that the RFO look into the recycling of the old machines.
- 2511/18 Petty Cash**
It was **resolved** to approve the petty cash expenditure for April – September 25
- 2511/19 Town Hall Works**
It was **resolved** to the carry forward of the budget allocated for Town Hall works to 2026/27 following the receipt of the schedule of works.

2511/20

Grant Policy Review

A verbal update was given by Cllr Bullen on the grant policy review meeting held on the 28 October 2025. The next meeting of the group will take place on the 12 November 2025.

2511/21

Internal Audit Report

The internal audit report was **noted**. Thanks were expressed to all members of staff involved in the process.

2511/22

Urgent Items

The RFO advised that the Council's internal auditor would not be renewing his contract with the Council, as he is reducing his workload and would only be auditing Council's closer to home. The RFO will seek proposals from new internal auditors and bring this back to the committee.

The RFO provided a verbal report on the Employer Pension Day hosted by the Cornwall Pension she had attended earlier that day and the draft results from the tri-annual valuation and the impact this would have on the budget.

Councillor Heaton raised concerns in relation to the existing library following the previous evening Library, Arts and Information committee meeting and asked for further information on the matter. The RFO advised due the fact that she has been away from the office during the day she had not been updated on the matter.

Councillor Soanes raised that he felt additional budget should be allocated to Health & Safety and asked that this is considered at budgeting time.

The meeting closed at 7.35 pm.

Signed

Date