

Town Clerk C W Drake  
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Launceston Town Council  
The Town Hall  
Launceston  
Cornwall PL157AR

**To all members of the Finance & General Purposes Committee**

Cllr Gilbert (Town Mayor), Cllrs, Bailey, Bullen, Conway, 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 14 January 2026 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: 8 January 2026

**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 November 2025 as a correct record (copy attached)

**5 Finance**

- a) To approve the payment listings for November and December 2025 (copy attached)
- b) To approve the balance sheet for October 25 (to follow)
- c) To approve the budget monitoring report to October 25 (to follow)

**6 Earmarked reserves**

To consider placing unspent 2025/26 budget into earmarked reserves for use in future years. (Report to follow)

**7 Budget 2026/27**

To consider the budget for 2026/27 (copy and report to follow)

**8 Internal audit appointment**

To consider the Internal Audit Services Proposal from JT Audit and Accountancy (Attached)

**9 Option to tax for South Gate Arch**

To consider making an option to tax on South Gate Arch (report to follow)

**10 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 4 March 2026 at 7pm