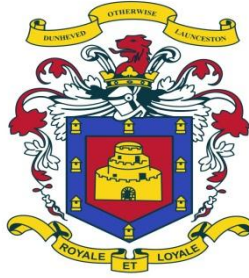


Town Clerk C W Drake
Telephone 01566 773693
admin@launceston-tc.gov.uk
www.launceston-tc.gov.uk



Launceston Town Council
The Town Hall
Launceston
Cornwall PL157AR

To all members of the Finance & General Purposes Committee

Cllr Hogan (Town Mayor), Cllrs Bullen, Conway, Denton, Keighley, O'Brien, Phillips, Sandercock, Young (Deputy Mayor)

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 7 December 2016 at 7pm in the Otho Peter Room, Launceston Town Hall. The agenda is set out below.

Christopher Drake
Town Clerk

Date of issue: 1 December 2016

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 2 November 2016 as a correct record

5 Finance

- a) To approve the cheques for payment
- b) To approve the balance sheet for October 2016 (attached)
- c) To approve the income and expenditure account for October 2016 (attached)
- d) To note the bank statements as at 30 November (to be brought to the meeting)
- e) To decide on a councillor to check the payments for January

6 Distribution costs for bi-monthly newsletter

Consider the future distribution of the bi-monthly newsletter

7 Election Costs

To note the estimated election costs for May 2017

8 Fees and charges 2017-2018

To consider the fees and charges for the car park, Town Hall and Town Square

9 Direct Debit and Standing Order Payments

To approve the payments made by Direct Debit and Standing Order

10 Budget

To consider the first draft of the budget for 2017/18

11 Miscellaneous Expenditure

To approve miscellaneous expenditure

12 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 18 January 2016 at 7pm in the Otho Peter Room at Launceston Town Hall