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Launceston Town Council
The Town Hall
Launceston
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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 18 January 2017 at 7pm in the Otho Peter Room, Launceston Town Hall. The agenda is set out below.

Christopher Drake
Town Clerk

Date of issue: 12 January 2017

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 7 December 2016 as a correct record (copy attached)

5 Finance

- a) To approve the cheques for payment
- b) To approve the balance sheet for December 2016
- c) To approve the income and expenditure account for December 2016
- d) To note the bank statements as at 30 December 2016
- e) To decide on a councillor to check the payments for February

6 Town Council IT Expenditure

To consider the replacement of the current IT server with a Cloud based system

7 Financial Regulations and Payment Protocols

To approve the amended Financial Regulations and Payment Protocols

8 TIC Market Financial Report and Purchase of New Gazebo Bags

To note the TIC Market financial report and approve the purchase of new gazebo bags

9 Internal Audit

To note that the current Town Council Internal Auditor (South and West Internal Audit) has retired and to consider quotes from recommended auditor providers

10 Fees and charges 2017-2018

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

11 Lloyds Deposit Account

To note that the Lloyds deposit account matured on the 16/01/17

12 Urgent Items

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

13 Exclusion of members of the press and public

To resolve that under s1(2) of the Public Bodies (Admission to Meetings) Act 1960 that the public and press be excluded from the meeting for the following items as they involve the likely disclosure of confidential information.

14 Staffing

To consider committee comment as part of the Town Council's appraisal process

Date of the next meeting

The next meeting will be held on Wednesday 15 March 2017 at 7pm in the Otho Peter Room at Launceston Town Hall

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I was also going to have a look at last years agenda if there is something that needs to reviewed this month so if you wouldn't mind having a look for me just to check. If there is I can work on these next week and send them out with all the other attachments next week.