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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 Young (Town Mayor), Cllrs Allen, Bailey, Bullen, Conway, Gordon, Keighley, O'Brien, Penhale,
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 March 2018 at 7pm in the Otho Peter Room, Launceston Town Hall. The agenda is set out below.**

Christopher Drake
Town Clerk

Date of issue: 1 March 2018

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 3 January 2018 as a correct record (copy attached)

5 Finance

- a) To approve the cheques for payment
- b) To approve the balance sheet for December 2017 (attached)
- c) To approve the income and expenditure account for November & December 2017 (to follow)
- d) To approve the bank reconciliation to 28 February 2018 (to be brought to the meeting)
- e) To decide on a councillor to check the payments for March and April

6 Fees and charges 2018-2019

To consider the fees and charges for the car park, Town Hall, Ambulance Hall and Town Square (Report to follow)

7 Direct Debit and Standing Order Payments

To approve the payments made by Direct Debit and Standing Order (attached)

8 Segregation of Duties

To approve the Segregation of Duties (to follow)

9 Asset Register

To approve the revised Asset Register (attached)

10 Investment Policy and Strategy

To review and approve the Investment Policy for Launceston Town Council (attached)

11 Statement of Internal Control

To approve the Statement of Internal Control (attached)

12 Financial Regulations

To approve the Financial Regulations please note amendment to point 3.1 (attached)

13 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 7 March 2018 at 7pm in the Otho Peter Room at Launceston Town Hall