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

Christopher Drake
Town Clerk

Date of issue: 9 March 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 18 January 2017 as a correct record (copy attached)

5 Finance

- a) To approve the cheques for payment
- b) To approve the balance sheet for December 2016 and January 2017
- c) To approve the income and expenditure account for December 2016 and January 2017
- d) To note the bank statements as at 28 February 2017
- e) To decide on a councillor to check the payments for April and May

6 Internal Audit

To note the appointment of Hudson Accounting Ltd as the Council's internal auditor

7 Segregation of Duties

To approve the Segregation of Duties (attached)

8 Asset Register

To approve the revised Asset Register (attached)

9 Investment Policy and Strategy

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

10 Statement of Internal Control

To approve the Statement of Internal Control (attached)

11 Financial Regulations

To note amendment of 11.1(f) to £40,000 from £75,000

12 Town Hall Light and Sound Systems

To approve the additional budget of £10,000

13 Town Council Office Alterations

To approve a budget for the alterations to the Town Council offices

14 Investment of Matured Lloyds Funds

To consider and approve the investment of the matured Lloyds funds

15 Market Labour

To consider future market staffing arrangements

16 Urgent Items

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

17 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 item as it involves the likely disclosure of confidential information.

18 Website – Confidential

To consider Report 07/17 to agree a contractor to undertake the design of the new Town Council website

Date of the next meeting

The next meeting will be held on Wednesday 2 May 2017 at 7pm in the Otho Peter Room at Launceston Town Hall