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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 2 May 2018 at 7pm in the Otho Peter Room, Launceston Town Hall. The agenda is set out below.**

Christopher Drake
Town Clerk

Date of issue: 26 April 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 7 March 2018 as a correct record (copy attached)

5 Finance

- a) To approve the cheques for payment
- b) To approve the balance sheet for February 2017 (attached)
- c) To approve the income and expenditure account to February 2017 (attached)
- d) To approve the bank reconciliation to 31 March 2018 (to be brought to the meeting)
- e) To decide on a councillor to check the payments for May and June

6 Lawrence House Museum

To consider the verbal report from the RFO in relation to the future grant provision to Lawrence House Museum including staffing costs.

7 Grants Awards Policy

To consider the findings of the working party and their recommendations in relation to the future of the Grants Award Policy (report attached)

8 Segregation of Duties

To note the Segregation of Duties (attached)

9 Petty Cash

To approve petty cash expenditure to October 17 - March 18 (attached)

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