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Launceston Town Council  
The Town Hall  
Launceston  
Cornwall PL157AR

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

Christopher Drake  
Town Clerk

Date of issue: 28 June 2018

**A G E N D A**

**1 Election of Chairman**

**2 Election of Vice Chairman**

**3 Apologies for absence**

**4 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.

**5 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)

**6 Minutes of the last meeting**

To sign the minutes of the meeting held on 2 May 2018 as a correct record (copy attached)

**7 Finance**

- a) To approve the cheques for payment
- b) To approve the balance sheet for May 18 (attached)
- c) To approve the income and expenditure account to May 18 (attached)
- d) To approve the bank reconciliation to 30 June 2018 (to be brought to the meeting)
- e) To decide on a councillor to check the payments for July and August

**8 Awards and Honours Policy**

To review the Awards and Honours Policy

**9 Internal Audit Report**

To consider the internal report from Hudson Accounting

**10 Purchase of a Mobilift (Portable Wheelchair Lift) to provide disabled access to the stage in the Main Hall**

To receive a report from the Mayor concerning the above

**11 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 5 September 2018 at 7pm in the Otho Peter Room at Launceston Town Hall