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Launceston Town Council  
The Town Hall  
Launceston  
Cornwall PL157AR

MINUTES OF THE MEETING of the  
FINANCE & GENERAL PURPOSES COMMITTEE

held in the Otho Peter Room, Launceston Town Hall, on Wednesday 3 January 2018 at 7pm

PRESENT: Cllrs Allen, Bullen, Conway, Keighley, O'Brien (Chairman), Penhale, Tremain (substitute for Cllr Gordon) and Young  
In attendance: Cllr Bailey and Helen Gribble (RFO/Support Services Manager)

**1801/01 Apologies for absence**

Apologies were received from Cllr Gordon

**1801/02 Declarations of Interest**

Councillors were 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.

No declarations of interest were made.

**1801/03 Public Representation Session**

No public representations were made.

**1801/04 Minutes of the last meeting**

The minutes of the meeting of 8 November 2017 were signed as a correct record.

**1801/05 Finance**

It was **resolved** to approve the payments (vouchers 479 to 659) as per the lists appended to these minutes. Cllrs Allen & Keighley carried out a random check of payments for audit purposes (voucher no's 507, 514, 552, 557, 562, 566, 567A, 577, 587, 588, 599, 617, 622, 622A, 649 and 655)

It was **resolved** to approve the balance sheet for October 2017.

It was **resolved** to approve the income and expenditure account for October 2017.

The bank reconciliations for 30 November 2017 were examined and approved by Cllr O'Brien.

Cllr Bullen will conduct the payments check for January.

**1801/06 Budget 2018/19**

It was **resolved** to recommend the budget as presented in the circulated report with the following amendments:

1, it was **agreed** not to budget for the purchase a 4 x 4 vehicle

2, it was **agreed** not to budget for an increase in the amount to be transferred to an earmarked reserve for future maintenance expenditure. A transfer from the existing General Reserve would be made for the balance.

3, it was **agreed** to budget for a transfer of £20,000 to an earmarked reserve for future costs associated with a new Cemetery for the Town.

**1801/07**

**Urgent Items**

The RFO reported that a letter had been received from Launceston Women's Institute in relation to their unsuccessful grant application. The RFO will write a response to the organisation.

**Date of Next Meeting**

The next meeting will be held on Wednesday 7 March 2018 at 7pm.

The meeting closed at 8:10 pm.

Signed ..... Date .....