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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 6 July 2016 at 7pm

PRESENT: Cllrs Bullen, Conway, Denton, Cllr Hogan (Town Mayor), Keighley, O'Brien (Chairman), Phillips and Young (Deputy Mayor).  
In attendance: Rita Skinner (Town Clerk)

**1607/01 Apologies for absence**

Cllr Sandercock sent his apologies (received after the meeting).

**1607/02 Declarations of Interest**

No interests were declared.

**1607/03 Public Representation Session**

No members of the public were present.

**1607/04 Minutes of the last meeting**

The minutes of the meeting of 8 June 2016 were signed as a correct record.

**1607/05 Finance**

It was **resolved** to approve the cheques for payment (vouchers 170-230) as per the list appended to these minutes. Cllr Keighley carried out a random check of payments for audit purposes (voucher nos 207, 220, 224).

It was **resolved** to approve the balance sheet for May 2016.

It was **resolved** to approve the income and expenditure account for May 2016.

The bank statements for May were available at the meeting.

Cllr Conway would conduct the payments check for June.

**1607/06 Town Hall hire**

It was **agreed** that a public speaking group could be given a starting hire rate of 50% for 6 weeks. *Following receipt, and circulation by email, of the attached letter it was **agreed** that a hire charge of £35 per meeting for a period of 6 months only would be offered as requested.*

**1607/07 Internal Auditor**

It was **agreed** that the Town Mayor would visit the Internal Auditor, who was unwell, with a gift on behalf of the Town Council.

1607/08

**Urgent Items**

The Town Mayor said that a photo printing machine was being offered to the Town Council following the closure of a Launceston business. It was **agreed** that the machine could be placed in the TIC. The cost was £300, which was accepted.

Cllr Young would purchase some additional white tablecloths at a cost of £100.

The Town Clerk said there was an urgent need for a second ride-on mower due to the amount of grass cutting to be done, and the age of the existing mower, which was currently out of order. The cost of a road legal mower was in the region of £10,000 and this was **agreed**.

**Date of Next Meeting**

The next meeting will be held on Wednesday 3 August 2016 at 7pm.

The meeting closed at 7.15pm.

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