

Town Clerk C W Drake
Telephone 01566 773693
admin@launceston-tc.gov.uk
www.launceston-tc.gov.uk



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 May 2017 at 7pm

PRESENT: Cllrs Bullen, Conway, Hogan, Gordon (substitute for Sandercock) Keighley, O'Brien (Chairman), Phillips, Young
In attendance: Helen Gribble (RFO/Support Services Manager)

1705/13 Apologies for absence
Apologies were received from Cllr Sandercock

1705/14 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.

1705/15 Public Representation Session
No public representations were made.

1705/16 Minutes of the last meeting
The minutes of the meeting of 15 March 2017 were signed as a correct record.

1705/17 Finance
It was **resolved** to approve the cheques for payment (vouchers 821 to 896 and 1 to 37) as per the lists appended to these minutes. Cllr Hogan and Cllr O'Brien carried out a random check of payments for audit purposes (voucher no's 841, 833, 850, 867, 888, 895, 10A, 16 & 31).

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

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

The bank statements up to 31 March 2017 were available at the meeting.

Cllr Keighley would conduct the payments check for June and Cllr Hogan would conduct the payment check for July.

1705/18 Petty Cash
It was **resolved** to approve the petty cash expenditure for the Town Hall and Tourist Information Centre.

1705/19

Aerial Work Platform

It was **resolved** to approve purchase a AWP-30S aerial platform. A budget of £7,500 was set.

1705/20

Urgent Items

The Committee received a report of two parking contraventions in the Westgate Street car park. The committee endorsed the existing policy of following up fines be applied to all with no exceptions.

The Committee expressed their thanks to the RFO for all her work over this term of office.

Date of Next Meeting

The next meeting will be held on Wednesday 19 July 2017 at 7pm.

The meeting closed at 7.30 pm.

Signed Date