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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 7 September 2016 at 7pm

PRESENT: Cllrs Bullen, Conway, Keighley, O'Brien (Chairman), Phillips, Sandercock, Young
In attendance: Christopher Drake (Town Clerk), Helen Gribble (Accounts Manager)

1609/01 Apologies for absence

Cllrs Denton and Hogan sent apologies.

1609/02 Declarations of Interest

No interests were declared.

1609/03 Public Representation Session

No issues were raised.

1609/04 Minutes of the last meeting

The minutes of the meeting of 3 August 2016 were signed as a correct record.

1609/05 Finance

It was **resolved** to approve the cheques for payment (vouchers 296- 383) as per the list appended to these minutes. Cllr Young carried out a random check of payments for audit purposes (voucher nos 308, 322, 341, 344, 359 and 378).

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

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

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

Cllr Sandercock would conduct the payments check for September.

1609/06 Cornwall Council governance/electoral review

It was unanimously **agreed** that the following response be sent to Cornwall Council;

- a) that the number of councillors representing Launceston was correct and should remain the same but the town would be better served by the councillors representing the town as a whole and not within warded areas
- b) that councillors attending meetings should be requested to attend a meeting for a minimum of 50% of its duration before being able to claim subsistence and travel expenses

It was also **agreed** that the Town Council's thanks to its Cornwall Councillors for their work within the town, be minuted

- 1609/07 Mayoral Expenses**
It was **agreed** that the cost of the commemorative links for the Civic chains be transferred to the Town Council
- 1609/08 St John Ambulance Hall**
It was **agreed** that conveyancing costs up to £5000 be allocated towards the proposed transfer of the hall and that the terms of any agreement for the transfer be considered by the Full Council
- 1609/09 Launceston Development Trust**
The committee recommended that;
a) the Town Council did not approve expenditure for the initial work proposed by the Launceston Development Trust
b) the appointment of the Town Mayor to the initial working group with delegated authority regarding expenditure of initial funding, be approved
- 1609/10 Bank Signatories**
It was **agreed** that Mr Christopher Drake (Town Clerk) and Mrs Helen Gribble (Accounts Manager) be added as bank signatories for all Council held bank accounts
- 1609/11 Christmas Holiday**
It was **agreed** that the TIC and Town Hall be closed from Monday 26 December- Monday 2 January inclusive, with the TIC to close at 1.00pm on Saturday 24 December and for arrangements to be made for the opening of the public conveniences during this period
- 1609/12 Exclusion of members of the press and public**
Agreed
- 1609/13 Town Clerk**
The leaving date of the outgoing Town Clerk was **agreed**

Urgent Items

The expenditure for the proposed Town Strategy Group consultation event be agreed in principle

Date of Next Meeting

The next meeting will be held on Wednesday 5 October 2016 at 7pm.

The meeting closed at 7.45 pm.

Signed Date