

LOOE TOWN COUNCIL

KONSEL TRE LOGH

Looe Library and Community Hub,
The Millpool, West Looe PL13 2AF
Telephone: 01503 262255
Clerk to the Council Mel Colton-Dyer
VAT Reg: 381 5093 50



Please note that this meeting is open to members of the public by Zoom. This can be by computer, mobile phone, laptop or home phone. If you would like to attend please email the Town Clerk mel@looetowncouncil.gov.uk or ring 01503 262255.

2nd October 2020

Ladies and Gentlemen

You are hereby summoned to attend a meeting of the Finance Committee convened by the Chair on **Monday 12th October 2020 at 6.00pm** by Zoom.

OPEN FORUM - The Council allows time at the beginning of each Council Meeting for members of the Public to ask questions or make statements at the discretion of the Chairman, with each statement or question taking no longer than five minutes. There will be no right to ask supplementary questions or debate any answer received. Prior notice is not mandatory, but persons wishing to ask questions are encouraged to submit them in writing prior to the meeting to enable any investigations to be made.

Yours faithfully

A handwritten signature in black ink, appearing to be 'MCD', written over a horizontal line.

Mel Colton-Dyer
Commercial Strategy Director and Town Clerk

AGENDA

| | | Timings |
|------------|--|----------------|
| 1. | Welcome | 5 minutes |
| 2. | To Receive Apologies | |
| 3. | To Receive Declaration of Interest | |
| 4. | To Receive Questions from members of the public | 15 minutes |
| 5. | To Elect a Vice Chair | 5 minutes |
| 6. | To Resolve to Approve the Minutes of the Policy, Strategy and Finance Meeting held on 14 th September 2020 | 5 minutes |
| 7. | Matters arising from the Minutes of the Meeting held on 14 th September 2020 | 10 minutes |
| 8. | Finance 7.1) Authorisation of invoices 7.2) Bank Balances 7.3) Debit card for Hub Manager 7.4) Errors on payments 7.5) Separate Banks 7.6) Income V Expenditure 7.7) Utilities 7.8) Internal & External Audit | 30 minutes |
| 9. | Town Team development | 5 minutes |
| 10. | Looe Devolution package email | 10 minutes |
| 11. | Requests for funding: Looe Radio (PL13) – MG/JD Cornwall Air Ambulance James Lundy flowers for St Martins junction | 20 minutes |
| 12. | Other urgent business as determined by the Chairman (information only) | 5 minutes |
| 13. | Exclusion of members of the press and public To resolve that under s1(2) of the Public Bodies (Admission to Meetings) Act 1960 that the public and press be excluded from the meeting for the following item as it involves the likely disclosure of confidential information | |
| 14. | Date of the next meeting: Monday 9th November 2020 | |