



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

This meeting is open to members of the public but has limited capacity. If you would like to attend it is essential to email enquiries@looetowncouncil.gov.uk or ring 01503 262255. **Places will be allocated on a first come first served basis** to the capacity of the venue.

17th January 2022

Ladies and Gentlemen

You are hereby summoned to attend a meeting of the Looe Town Council 'Finance Committee' convened by the chair on **Thursday 20th January 2022 at 6.00pm** at St Martin's Church Hall, St Martin's Rd, Looe PL13 1FA.

Councillors should observe the safe attendance protocols and risk assessment. Members of the public will be briefed on safety protocols for public attendance before arrival. Members of the public are to submit any questions on agenda items in advance of the meeting to enquiries@looetowncouncil.gov.uk. Please note that this meeting will last no longer than an hour for compliance with government guidance for face-to-face meetings.

Yours faithfully

Mel Colton-Dyer
Commercial Strategy Director and Town Clerk

	AGENDA	Timings
1.	Welcome	2 minutes
2.	To Receive and accept Apologies	
3.	To Receive Declaration of Interest	
4.	To Receive Questions from members of the public	10 minutes
5.	To Resolve to Approve the Minutes of the Meeting held on 20 th September 2021	2 minutes
6.	Matters arising from the Minutes of the Meeting held on 20 th September 2021	2 minutes
7.	Finance -Supplier payments list for authorisation -Bank reconciliations member checks completed -Update on bank balances -Looe Town Council future priorities -Financial Risk Register -Internal audit interim report -Calendar of Finance meetings -Income & Expenditure 2021-22 -Ear-marked Reserves recommendation for 2021/22 -Rental income review -ELTT waste	40 minutes
8.	Other urgent business as determined by the Chairperson (information only)	2 minutes
9.	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	2 minutes
10.	Date of the next meeting: TBC	

email: enquiries@looetowncouncil.gov.uk Website: www.looetowncouncil.gov.uk