



# *LOOE TOWN COUNCIL*

## *KONSEL TRE LOGH*

The Guildhall, Fore Street, East Looe PL13 1AA

Tel: 01503 262255

Clerk to the Council: Mrs Anne Frith

VAT Reg: 381 5093 50

10<sup>th</sup> May 2016

To the Members of the Finance and General Purposes Committee  
LOOE TOWN COUNCIL

Ladies and Gentlemen

Your are hereby summoned to attend a Meeting of the Finance and General Purposes Committee to be held in the Tourist Information Centre, The Guildhall, Fore Street, East Looe PL13 1AA on:

**Tuesday 17<sup>th</sup> May 2016 at 7.00pm**

Yours faithfully

**Town Clerk**

## AGENDA

1. Apologies
2. To Elect a Chairman
- 2a. To Elect a Vice-Chairman
3. To Receive Questions or Statements from Members of the Public
4. To Receive Declarations of Interest
5. To Approve the Minutes of the Meeting of 5<sup>th</sup> April 2016  
(Minute Nos: 130 – 139 inc)
6. Matters arising from the Minutes of the Meeting of 5<sup>th</sup> April 2016
7. Financial
  - a) To Update on Investment of Council Funds
  - b) To Discuss and Approve the Purchase/Lease of a Council Van
  - c) Tourist Information Centre Profit/Loss Update
  - d) To Review the end of year Accounts and Annual Return 2015/2016 and make Recommendation to Full Council to Approve
  - e) Accounts Migration to Quickbooks Cloud
  - f) Financial Risk Assessment
  - g) Statement of Internal Control
  - h) 7. To Review and Resolve Requests for Financial Assistance
8. Correspondence (For Information Only)
9. Procedures
  - a) To Discuss Council Nominated East Looe Town Trust Trustees
10. Matters for Further or Urgent Discussion as Determined by the Chairman (For Information Only)

**NOTE: If any person (Councillors or members of the public) have any questions the Clerk must be notified by Monday 16<sup>th</sup> May 2016**

**Please ensure all Confidential and Pink Papers are returned to the Clerk immediately after this meeting, thank you**

**This meeting has been advertised as a public meeting and as such could be filmed or recorded by broadcasters, the media or members of the public. Please be aware that whilst every effort is taken to ensure that members of the public are not filmed, we cannot guarantee this, especially if you are speaking or taking an active role.**