



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

5th March 2018

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:

Monday 12th March 2018 at 7.00pm

Yours faithfully

Town Clerk

AGENDA

1. Apologies
2. To Receive Questions or Statements from Members of the Public
3. To Receive Declarations of Interest
4. To Approve the Minutes of the Meeting of 5th February 2018
(Minute Nos: 57 - 72 inc))
5. Matters arising from the Minutes of the Meeting of 5th February 2018
6. Financial
 - a) To Review Profit & Loss to 28th February 2018 and Cumulative Budget up to 28th February 2018 (if available)
 - b) To Discuss Alternative Banking Arrangements and Internet Banking as referred from Full Council
 - c) To Make Recommendation to Full Council to Approve Payment of £2,560 to South West Ambulance Service for a Purchase of Two Defibrillators
 - d) To Discuss TIC Credit Card Facility
 - e) To Discuss TIC EPOS/Sales System
 - f) To Discuss TIC Tickets
 - g) To Discuss and Review Flow Chart as Circulated
7. To Review and Resolve Requests for Financial Assistance
8. Correspondence (For Information Only)
9. Procedures
 - a) To Review the Write-Off Policy (if available) and Stock to Write Off 2017/2018
 - b) To Discuss the New Data Protection Legislation
 - c) To Review Statement of Safety Policy – Driving at Work (if available)
 - d) To Review the Draft Standing Orders – Updated February 2018
 - e) To Discuss Policies in General
 - f) Telephone Recordings
10. To Discuss all matters referred from other Committees
11. Matters for Further or Urgent Discussion as Determined by the Chairman
(For Information Only)
12. To Move the Meeting to Part Two

PART TWO

13. To Discuss and Approve Quotations for a Rental Valuation for Polkirt Arcade

NOTE: If any person (Councillors or members of the public) have any questions, correspondence or wish to make representation the Clerk must be notified by noon on Friday 9th March 2018.

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.