



# *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

23<sup>rd</sup> April 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 30<sup>th</sup> April 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 12<sup>th</sup> March 2018  
(Minute Nos: 73 - 88 inc)
5. Matters arising from the Minutes of the Meeting of 12<sup>th</sup> March 2018
6. Financial
  - a) To Review Profit & Loss to 31<sup>st</sup> March 2018 and Cumulative Budget up to 31<sup>st</sup> March 2018
  - b) To Discuss Alternative Banking Arrangements and Internet Banking as referred from Full Council
  - c) To Review and Approve the Annual Statement of Internal Control
  - d) To Discuss TIC EPOS/Sales System
  - 7) To Review and Resolve Requests for Financial Assistance
  - 7a) To Approve Payment of Planning Application Submission for the Skateboard Park on Behalf of Looe Development Trust
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
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 Rental Valuation for Polkirt Arcade and make Recommendation to Full Council

**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 27<sup>th</sup> April 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.**