



# *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

3<sup>rd</sup> September 2018

To the Members of the Finance Committee  
LOOE TOWN COUNCIL

Ladies and Gentlemen

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

**Monday 10<sup>th</sup> September 2018 at 7.00pm**

Yours faithfully

A handwritten signature in black ink, appearing to read 'Anne Frith'.

**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 16<sup>th</sup> July 2018  
(Minute Nos: 16 - 27 inc)
5. Matters arising from the Minutes of the Meeting of 16<sup>th</sup> July 2018
6. Financial
  - a) To Review Profit & Loss to August 2018 and Cumulative Budget to August 2018
  - b) To Review Internal Auditors Report for Year End 2017/2018
  - c) To Approve the Remit of this Committee
  - d) Review Draft Budget
  - e) Discuss Reserves and Reserves Setting
  - f) Discuss Provision of Additional Accountancy Services
  - g) Discuss Quickbooks Accounts Setting and Manner of Making Changes to Entries
7. To Review and Resolve Requests for Financial Assistance
8. Correspondence (For Information Only)
9. To Discuss all matters referred from other Committees
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, correspondence or wish to make representation the Clerk must be notified by noon on Friday 7<sup>th</sup> September 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.**