



LOOE TOWN COUNCIL (*KONSEL TRE LOGH*)

NOTICE is hereby given that a meeting of the Policy, Strategy and Finance Committee will be held on Monday 11th November 2019 at 7.00pm in the Meeting Room, Council Offices, Millpool, West Looe to which you are summoned to attend.

AGENDA

1. Apologies for absence.

2. Declarations of Interest relating to matters on the Agenda

3. Minutes of the previous meeting.

Minutes of the meeting held on Monday 16th September 2019 (as circulated).

4. Matters arising from the minutes.

- a) Accounting Package and updates (minute 46-19PSF (a) refers).
- b) Staff Handbook update (minute 46-19PSF (b) refers).
- c) Bank Signatories (minute 46-19PSF refers).
- d) Committee Terms of Reference (minute 47-PSF refers).
- e) Requests for Financial Assistance (Including new request and minute 50-19PSF refers – Including minute 50-19PSF (g) as referred by Council).
- f) Allotment Lease (minute 51-19PSF refers).

5. Council Banking arrangements and Proposed Investment Strategy.

RFO to brief members on proposed banking arrangements and Investment (Proposed Investment Strategy as circulated).

6. Auditors Report

RFO to brief members on the external auditors report and consider the recommendations.

7. Proposed formation of a cabinet – The Deputy Mayor

Paper to follow.

8. Financial Comparison – to the end of September

Document to Follow.

9. To prepare the budget for 2020-21 (relevant to this Committee)

Preliminary budget papers as circulated.

10. Accounts for payment.



PAYEE	REASON	GROSS	(VAT)	NETT
ASG Security	Fire Alarm System	510.00	85.00	425.00
ASG Security	Access Control System	918.00	153.00	765.00
Hannafore Point Hotel	Spa (Mayors Allowance)	275.00	45.31	229.69
L Kellaway	Keys for External & Internal Keys	53.20	0.00	53.20
Cornwall Council	Clerk Advert	660.00	100.00	560.00
Millpool Centre	Hire of Room for Civic Sunday	70.00	0.00	70.00
Tor Mark	TIC Books (Sale or Return)	112.73	0.00	112.73
Tor Mark	TIC Books (Sale or Return)	205.52	0.00	205.52
Nick Clowes	Batons for Library Shelving	594.00	99.00	495.00
Nick Clowes	Interim Certificate (3rd Payment)	9,853.70	1,642.28	8,211.42
Restore Datashred	Confidential Waste Collection	72.00	12.00	60.00
Alliance	PC Consumables	207.10	34.52	172.58
Alliance	PC Consumables	4.80	0.80	4.00
Alliance	Library Consumables	26.76	4.46	22.30
	DIRECT DEBIT			
SSE	Electricity - Library Charges	197.01	9.38	187.63
SSE	Electricity - Library Charges	142.62	6.79	135.83
HMRC	Tax/NIC (Sept/Oct)	2,389.33	0.00	2,389.33
Amazon	2 Lenovo P/C's	679.96	113.32	566.64
Engie	September Elec - Guildhall	138.68	6.60	132.08
Everflow	Oct/Dec Water Charges (Pub Cons)	7,000.14	0.00	7,000.14

11. Correspondence.

12. Date of next meeting.

Chris Harris

Interim Town Clerk

Monday 4th November 2019