



LOOE TOWN COUNCIL

KONSEL TRE LOGH

Looe Library and Community Hub,

The Millpool, West Looe PL13 2AF. Telephone: 01503 262255

VAT Reg: 381 5093 50

Town Councillors

Looe Town Council

7th May 2024

Dear Councillors

You are hereby summoned to attend a meeting of the Finance and Strategy Committee, Looe Town Council, for the purpose of transacting the following business. This meeting will be held at Council Chambers, Library and Community Hub Millpool Looe on:

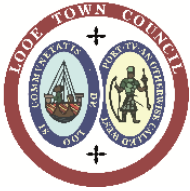
Monday 13th May 2024 at 6.00pm

Yours faithfully

A handwritten signature in blue ink that reads "L Powell".

Lynda Powell
Looe Town Clerk

Please note that this meeting is open to members of the public. If you would like to attend, please email enquiries@looetowncouncil.gov.uk or ring 01503 262255.



Meeting of Finance and Strategy Committee
Looe Town Council
13th May 2024 at 6.00pm

AGENDA

	Welcome	
86	To Receive and Consider Apologies To receive, and consider for approval, apologies for absence and reasons given.	2 mins
87	Declarations of Interest Councillors are reminded to declare any interest on any item on the agenda at this point or at any point during the meeting in accordance with the Council's Code of Conduct.	
88	Public Participation To receive representations from members of the public in respect to the business on the agenda. ¹	15 mins
89	Finance and Strategy Committee Minutes To resolve to approve the Finance and Strategy Committee Minutes of the meeting held on 18 th March 2024.	5 mins
Finance		
90	RFO Report	5 mins
91	To approve <ul style="list-style-type: none"> • BACS March 2024. • BACS April 2024. • BACS May 2024. • Debit card payments for March & April 2024. 	5 mins
92	To approve <ul style="list-style-type: none"> • bank reconciliations for January, February & March 2024 • Add Cllr Remington to approve bank reconciliations alongside Cllr Barker. • Bank balances & any fund transfers. 	5 mins
93	To approve <ul style="list-style-type: none"> • Expenses reports for 2023-24 • Draft Income V Expenditure for 2023-24. 	10 mins
94	To approve <ul style="list-style-type: none"> • salary payment procedure 	5 mins
95	To consider additional information regarding CCLA and make a recommendation to Full Council.	5 mins
Strategy		
96	To consider a request from Services, Assets and Community Committee to consider short/medium term use of the land adjacent to the Looe Library and Community Hub.	10 mins
96	To resolve to recommend to Full Council amendments to Standing Orders.	5 mins
97	To resolve to recommend to Full Council the re-adoption of the following policies: Information Management and Publicity Policies Data Protection and Privacy Policy/Freedom of Information Policy/Local Government Transparency Code/LTC Publication Scheme/Media and Publicity Policy/Broadcasting and Social Media at Council Meetings Policy. Employment Policies and Procedures Disciplinary Policy & Procedure/Employee Code of Conduct/Employee Handbook/Equality and Diversity Policy/Grievance Policy & Procedure/Lone Working Policy/Redundancy	10 mins

	Policy/Safeguarding Policy including Guidelines & Procedure/Staff Appraisals Policy & Procedure/Time Off In Lieu Policy and Procedures	
98	To resolve to recommend to Full Council the following new policies: <ul style="list-style-type: none"> • Whistleblowing Policy and Procedure • Volunteering Policy 	10 mins
99	To resolve to recommend to Full Council Committee Terms of Reference and Scheme of Delegation.	10 mins
100	Exclusion of members of the press and public In accordance with Standing Order 3d and S1(2) of the Public Bodies (Admission to Meetings) Act 1960 and in view of the confidential nature of the business to be discussed, to resolve to exclude the public and press from the meeting during consideration of the following matters: None	
101	Date of the next meeting: 15th July 2024	

1 In accordance with Looe Town Council Standing Orders members of the public may speak for no more than 3 minutes and the period of time designated for public participation shall not exceed 15 minutes unless directed by the Chairman of the meeting.