

TORPOINT TOWN COUNCIL

NOTICE is hereby given that a meeting of the Finance and Personnel Committee will be held on Monday 29th January 2018 at 7.00pm in the Council Committee Room, 4, York Road, Torpoint to which members of this Committee are summoned to attend.

AGENDA

1. Apologies for absence.

2. Declarations of Interest relating to items on the agenda.

3. Minutes of the previous meeting.

Minutes of the meeting held on Monday 11th December 2017.

4. Matters arising from the minutes.

- a) Civic Functions (minute 82-17F&P (a) refers).
- b) Internal Audit Report – Model publication policy (minute 82-17F&P (b) refers).
- c) Training update and training policy (minute 82-17 (c) refers).
- d) Council Investment Strategy (Minute 83-17 (e) refers).

5. To consider Policies Delegated to this Committee

- a) Lettings Policy (as circulated).
- b) Equal Opportunities Policy (as circulated).

6. To consider the Council Risk Management

- a) Overtime – Deputy Town Clerk (to follow).
- b) Creditors/Debtors – Deputy Town Clerk (to follow).
- c) Budget Monitoring – Finance Committee (December Financial Comparison as circulated).
- d) Internal Controls Scrutiny – System Review.

7. Items referred to this Committee.

- a) Honorary Burgess Awards and Mayoral presentations.

8. Correspondence.

- a) CRUSE Bereavement – Request for financial assistance.
- b) Mrs K Brown – Room Occupancy and Hire of facilities.
- c) Halfway Harmony – Continued use of Council facilities at no cost.
- d) Friends of Thanckes Park – Use of Council facilities at no cost.
- e) E Thornton – Use of Council facilities (Update).
- f) Torpoint Community Cinema Project (TTP) – Use of Council facilities (Update).
- g) Torpoint WI – Donation toward Christmas tree.

9. Planning Applications.

- a) None

(Plans can be viewed on-line at <http://planning.cornwall.gov.uk/online-applications> and searching under the application number).

10. Accounts for payment

PAYEE	REASON	GROSS	(VAT)	NETT
ITEC	Photocopies	19.08	3.18	15.90
BIFFA	Wheelie Bin	129.90	21.65	108.25

11. Date of next meeting.

Monday 26th February 2018.

12. Any Business that has been disclosed to the Chairman and members prior to the meeting.

Chris Harris

Clerk

Monday 22nd January 2018