

NOTICE is hereby given that a meeting of the Asset Management and Operations Committee will be held on Thursday 27th September 2018 at 7.00 p.m. in the Council Committee Room, 1-3, York Road, Torpoint to which members are summoned to attend.

(Please note: - All members are invited to attend and participate in agenda items 1-3 inclusive.)

AGENDA

1. Apologies for absence.

2. Declarations of interest relating to items on the Agenda.

3. Items referred to this Committee.

- a) Lower end of Fore Street feasibility study.

4. Minutes of the previous meeting.

Minutes of the meeting held on Thursday 26th July 2018.

5. Matters arising from the Minutes.

- a) Benodet Park Sound Hut – (minute 39-18AMO (a) refers).
- b) Health and Safety Policy – Legionella Assessment review (minute 39-18AMO (b) refers).
- c) Replacement Bus Shelter – (minute 39-18AMO (c) refers).
- d) Benodet Park Toilets refurbishment – (minute 39-18AMO (d) refers).
- e) Library benches – (minute 39-18AMO (f) refers).
- f) Recycling opportunities – (minute 39-18AMO (g) refers).
- g) Ellis Monument – (minute 40-18AMO (ii) refers).
- h) Rendel/Sparrow Parks – (minute 40-18AMO (iii/iv) refers).

6. Operational Report.

Report on any matters relating to council assets, facilities and operations.

7. To consider the Council Business Risk Management Plan.

- a) Asset Condition Survey and Security.
- b) Emergency Planning.

8. Policies referred to this Committee

- a) Health and Safety.

9. Health and Safety.

- a) Reports and any new, proposed regulations/legislations and current issues.
- b) Fire protection installations/variations/emergency lighting/fire extinguishers



10. Correspondence.

- a) Town Clock inspection – M. Thomson-Neall.
- b) Wallgate Ltd. – Service contract renewal.
- c) CORMAC – GDPR compliance.
- d) Cornwall Council Licensing Act 2003 – review Statement of Licensing Act Policy.
- e) Cornwall Council – Bus stop improvements (One Public Transport System for Cornwall project)
- f) South West Hygiene - Duty of Care - Annual Waste Transfer Note 2018A

11. Planning Applications.

None.

12. Budget Monitoring Report.

To consider the August 2018 Financial Comparison (as circulated).

13. Accounts for payment.

PAYEE	REASON	GROSS	(VAT)	NETT
Corona	Electricity Use DD	301.79	50.30	251.49
Tartendown Nursery	Top soil and Delivery Rendel Park	70.00	11.67	58.33
ITEC	Photocopies	61.18	10.20	50.98
Tina Morris	Reimburse for White board purchased on Ebay	15.99	2.66	13.33

14. Date of next meeting.

Thursday 25th October 2018.

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

CFSouthworth

Milly Southworth Town Clerk

Friday 21st September 2018