



TORPOINT TOWN COUNCIL

NOTICE is hereby given that a meeting of the Finance and Personnel Committee will be held on Monday 1st October 2018 at 7.00pm in the Council Committee Room, 4, York Road, Torpoint to which members of this Committee are summoned to attend.

(Members please note the Torpoint and Rame Active Community Network will make a presentation to members at 6.30pm)

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 3rd September 2018.

4. Matters arising from the minutes.

- a) Civic Functions (minute 45-18F&P (a) refers).
- b) Council Investment Strategy (Minute 45-18F&P (b) refers).
- c) Council Staffing Structure – (minute 45-18F&P (c) refers).
- d) Capital Projects – Project Statement (as circulated) (minute 30-18 (d) refers).
- e) Internal Audit Report – update including the External Audit Report (minute 45-18F&P (e) refers).
- f) To review the use of Council facilities at no cost (minute 45-18 (f) refers).
- g) Cornwall Council Policies – (minute 46-18 (c) refers).
- h) Torpoint and Rame Active Community Network – Request for financial support (minute 48-18F&P (b) refers).

5. To consider Policies Delegated to this Committee

- a) Financial Risk Assessment (as circulated).
- b) Business Risk Management Plan (as circulated).
- c) Volunteering Policy (as circulated).

6. To consider the Council Risk Management

- a) Overtime Report - from the Town Clerk (to follow).
- b) Creditors/Debtors – from the Town Clerk (to follow).
- c) Budget Monitoring – Finance Committee (August 2018 Financial Comparison as circulated).

7. Items referred to this Committee.

8. Correspondence.

- a) The Coppola School of Performing Arts – Request to use of Council facilities at no cost (Show).
- b) Torpoint Town Partnership – Report on use of Council facilities at no cost (Dog Show).
- c) Torpoint and Rame Youth Project – Request for financial assistance (Youth Project costs).

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
CORMAC Solutions	Traffic Management for Community Events	336.00	56.00	280.00
VIKING	Stationery/Stamps	110.06	7.18	102.88
Western Web	Web Site/Booking System Improvements	54.00	9.00	45.00

11. Date of next meeting.

Monday 29th October 2018.

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

Chris Harris

RFO

Tuesday 25th September 2018