

TORPOINT TOWN COUNCIL

NOTICE is hereby given that a meeting of the Finance and Personnel Committee will be held on Monday 3rd April 2017 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 27th February 2017.

4. Matters arising from the minutes.

- a) Civic Functions (minute 110-16F&P (a) refers).
- b) Lloyds Bank – Bank Signatories (minute 114-16F&P (b) refers).

5. To consider Policies Delegated to this Committee

- a) Internal Controls Self-Assessment (to follow).
- b) Statement of Internal Controls (to follow).

6. To consider the Council Risk Management

- a) Overtime – Deputy Town Clerk (to follow).
- b) Creditors/Debtors – Deputy Town Clerk (to follow).
- c) Insurance Schedule (confirmation of the Financial Risk Management).
- d) Training Programme
 - i) Cornwall Council - Code of Conduct (members and Staff).
 - ii) Cornwall Council - Public Spaces Protection Orders (Caretaker Refresher).
 - iii) Society of Local Council Clerks - Planning Training (Members and Staff).
 - iv) Cornwall Council – Pension Training (Clerk).
 - v) UNISON – Workplace Training (Clerk).

7. Items referred to this Committee.

None.

8. Correspondence.

- a) Rame Peninsula Public Transport Users Group – Acknowledgement of Use.
- b) Huggins Marine – Public Toilets reconfiguration (ref The Gardens application).
- c) Cornwall Pensions – Employers Newsletter.
- d) iSight Cornwall (Cornwall Blind Association) – Request for financial assistance.
- e) Torpoint Community Theatre Company – Request to use Council facilities at no cost.
- f) Cornwall Council – Off Street parking Order 2017.

9. Planning Applications.

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
Cornwall Council	Antony Road Toilets - April 2017	124.11	0.00	124.11
Cornwall Council	Council Chambers and Offices	1,083.10	0.00	1,083.10
Cornwall Council	Garage rent (03/04 - 30/04)	52.52	8.76	43.76
C F Southworth	Padlock - Benodet Park	21.00	3.50	17.50
Torpoint Mini-Buses	NDP Award Tour	80.00	0.00	80.00
Firewatch SW	Alarm and ELU Tests	406.32	67.72	338.60
Armada Electrical	Electrical repairs/ Replacement Lights	385.60	180.00	205.60
ITEC	Photocopies	32.17	5.36	26.81
Clear Sight	Window Cleaning	60.00	0.00	60.00
Waterwise	Toilets Seats	74.30	12.38	61.92
Vaughtons	Past Mayors Jewells (5)	1045.02	174.17	870.85

11. Date of next meeting.

Tuesday 2nd May 2017.

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

Christ Harris

Clerk

Monday 27th March 2017