

TORPOINT TOWN COUNCIL

MINUTES of a meeting of the Finance and Personnel Committee held on Tuesday 2nd May 2017 at 7.00 pm in the Mayors Parlour, 1-3 Buller Road, Torpoint.

PRESENT: - Councillor Mrs. R A Southworth (Chairman), Councillor L E Keise (Deputy Town Mayor), Councillors Mrs. K Brownhill, and Mrs. J M Martin plus the Town Clerk.

	ACTION
<p>1-17F&P. Apologies for Absence Apologies for absence were submitted on behalf of Councillor M J Crago (Town Mayor).</p>	
<p>2-17F&P. Declarations of Interest relating to items on the Agenda A Non-Registerable Interest was declared by: - Councillor Mrs. K Brownhill – Agenda item 8 (a) (as related to the applicant).</p>	
<p>3-17F&P. Minutes of the previous meeting It was resolved that the minutes of the meeting held on Monday 3rd April 2017 are taken as read, confirmed and signed by the Chairman.</p>	
<p>4-17F&P. Matters arising from the minutes a) Civic Functions: - Pursuant to minute 122 -16F&P (a) it was reported that an invitation has been received by the Town Mayor to visit Benodet at the end of May. Members noted that this invitation would be for the newly elected Mayor to consider.</p>	
<p>5-17F&P. To consider policies delegated to this Committee None.</p>	
<p>6-17F&P. To consider the Council Business Risk Management Plan a) Overtime/Casual Hours: - Members scrutinised the document (as circulated) as prepared by the Deputy Town Clerk. After considering the document it was resolved to approve the report. b) Debtors/Creditors: - Members scrutinised the document (as circulated) as prepared by the Deputy Town Clerk. Whilst members acknowledged outstanding debts were within trading terms and resolved to approve the report. It was reported that payment was still outstanding from Cornwall Council for the footpath maintenance during the 2016-17 financial year.</p>	
<p>7-17F&P. Items Referred to this Committee None.</p>	
<p>8-17F&P. Correspondence. a) Torpoint and Rame Peninsula Lions - Request to use Council facilities at no cost. Noted. After considering the request members recommend that the Council approve the request. b) Torpoint Community Arts and Performance Society – Request to use Council facilities at no cost (6 x monthly meetings). Noted. After considering the request members recommend that the Council approve the request.</p>	<p style="text-align: center;">Council</p> <p style="text-align: center;">Council</p>

<p>c) Hayley Hoskin – Use of Benodet Park and access to electricity. Noted. It was reported that although the Council have made provision to charge for use of the tea hut and sound system there is no provision to charge for electricity use. Members suggested that this is a private organisation and after giving the matter due consideration it was recommended that in the circumstances the Council charge at the same hourly rate as the committee room being £8.50 per hour.</p> <p>d) Torpoint Bowling Club – Access Road (adjacent to the Bowling Club). Noted. It was recognised that the road in question is the responsibility of Cornwall Council and the matter should be addressed by the newly elected Cornwall Councillors.</p> <p>e) CALC – Membership. Noted. Members do not see the need to join this organisation given the amount of subscription and note that no provision has been. It is recommended that membership is declined.</p> <p>f) Women’s Rape and Sexual Abuse Centre (Cornwall) (Safe Space for Survivors Project) – Request for financial assistance. Noted. It was further noted and understood that a key element in the request was the action by Cornwall Council to sell the current premises and provide it is understood a lower standard of accommodation. In the circumstances members recommend the Council decline the request.</p> <p>g) Torpoint Town Partnership – Request for additional funding. Noted. Members considered the proposed budget as supplied by the secretary of the Torpoint Town Partnerships. Councillor Mrs. J M Martin spoke on the possibility of accruing additional income from sponsorship and stall holders. The composition of the budget was also discussed. After considering the matter members recommend that in addition to the £5,000 allocated to the annual event in the town from the 2017-18 revenue budget, the Council should make available to the event the difference between the actual costs and allocated budget from the 2016-17 event that was currently within the general reserve.</p>	<p>Council</p> <p>Council</p> <p>Council</p> <p>Council</p>																														
<p>9-17F&P. Planning Applications None.</p>																															
<p>10-17F&P. Accounts for payment</p> <table border="1" data-bbox="110 1402 1328 1604"> <thead> <tr> <th>PAYEE</th> <th>REASON</th> <th>GROSS</th> <th>(VAT)</th> <th>NETT</th> </tr> </thead> <tbody> <tr> <td>Zurich Municipal</td> <td>LCAS Membership</td> <td>114.00</td> <td>19.00</td> <td>95.00</td> </tr> <tr> <td>C F Southworth</td> <td>Petrol - Probation Service</td> <td>16.10</td> <td>2.69</td> <td>13.41</td> </tr> <tr> <td>Cornwall Council</td> <td>Garage rent (01/05 - 28/05)</td> <td>52.52</td> <td>8.76</td> <td>43.76</td> </tr> <tr> <td>ITEC</td> <td>Photocopies</td> <td>20.87</td> <td>3.48</td> <td>17.39</td> </tr> <tr> <td>BIFFA</td> <td>Wheelie Bin</td> <td>103.92</td> <td>17.32</td> <td>86.60</td> </tr> </tbody> </table>	PAYEE	REASON	GROSS	(VAT)	NETT	Zurich Municipal	LCAS Membership	114.00	19.00	95.00	C F Southworth	Petrol - Probation Service	16.10	2.69	13.41	Cornwall Council	Garage rent (01/05 - 28/05)	52.52	8.76	43.76	ITEC	Photocopies	20.87	3.48	17.39	BIFFA	Wheelie Bin	103.92	17.32	86.60	
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<p>11-17F&P. Date of next meeting Tuesday 30th May 2017.</p>																															
<p>12-17F&P. Any Business that has been disclosed to the Chairman and members prior to the meeting</p> <ul style="list-style-type: none"> ➢ The Chairman thanked all members of the committee for the support and assistance during the 2016-17 civic year. The Chairman expressed satisfaction at the progress that had been made during the year. 																															

➤ The Clerk drew attention to a suggestion that the Council might consider installing an additional CCTV camera in Benodet Park to bring surveillance to the tennis court area and also and that the Council might wish to add surveillance of the Cornwall Council operated children's play area. Members acknowledged that the council would consider a CCTV camera to overlook the tennis court area when the area was transferred to this council's control but that issues relating to the hut and possibly being contaminated with asbestos were delaying this process. It was therefore **recommended** that any installation is delayed until the area is transferred to this council's control.

Council

Meeting Closed at 7.45pm. _____Chairman