

TORPOINT TOWN COUNCIL

NOTICE is hereby given that a meeting of the Finance and Personnel Committee will be held on Monday 4th September 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 3rd July 2017.

4. Matters arising from the minutes.

- a) Civic Functions (minute 31-17F&P (a) refers).
- b) Internal Audit Report – Model publication policy (minute 31-17F&P (c) refers).
- c) Debtors Creditors (Room change (minute 33-17F&P (b) refers).
- d) Training update and training policy (minute 34-17 (a) refers).
- e) Ava’s Fund – receipt of financial information (minute 35-17F&P (b) refers).
- f) Torpoint Town Partnership - receipt of financial information (minute 35-17F&P (d) refers).

5. To consider Policies Delegated to this Committee

- a) Finance Policy (as circulated).
- b) Complaints Policy (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) Budget Monitoring – Finance Committee (July Financial Comparison as circulated).

7. Items referred to this Committee.

- a) Council Resource review.

8. Correspondence.

- a) Mrs Lizeta Fellows (McMillan Cancer Charity) – Request to use Council facilities at no cost.
- b) British Gas – Transfer of Electricity Supply (Benodet Park Public Conveniences).

9. Planning Applications.

- a) PA17/07047 – 57, Maple Avenue, Torpoint – Construction of 6ft high fence.
- b) PA17/07916 – 3, Thanckes Drive, Torpoint – Change of window to exterior door and construction of single storey flat roof extension.

(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	36.13	6.02	30.11
Cornwall Council	Garage rent 28/8 - 24/9	52.22	8.76	43.46
BIFFA	Wheelie Bin	129.90	21.65	108.25
BUNZL	Tyvex Coverall	33.18	5.53	27.65
BUNZL	Hand Towel	26.66	4.44	22.22
BUNZL	Cleaning Materials	278.56	46.63	231.93
British Gas	Electricity - Antony Road	21.80	1.03	20.77
British Telecom	Phone Bill	34.20	5.70	28.50
Complete Weed Control	Weed Spraying - Pavements/Roads	1440.00	240.00	1200.00
Festive Lighting Company	Christmas Lights Lease	2049.60	341.60	1708.00
Resolve	Replace Door Handles	70.00	0.00	70.00
Peter Pascoe Signs	Update Mayoral Board	265.00	44.17	220.83

11. Date of next meeting.

Monday 2nd October 2017.

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

Chris Harris

Clerk

Tuesday 29th August 2017