



TORPOINT TOWN COUNCIL

NOTICE is hereby given that a meeting of the Finance and Personnel Committee will be held on Monday 1st April 2019 at 7.00pm in the Council Committee Room, 4, York Road, Torpoint to which members of this Committee are summoned to attend.

(Please note: - All members are invited to attend and participate in agenda items 1-6 inclusive and the Mayor will Chair the meeting for agenda items 1-6).

AGENDA

1. Apologies for absence.

2. Declarations of Interest relating to items on the agenda.

3. Election of Town Mayor Designate for the Civic Year 2019-20.

4. Election of Deputy Town Mayor Designate for the Civic Year 2019-20.

5. Appointment of Town Council Committees for the Civic Year 2019-20
(Working Paper attached).

6. Appointment of Delegates to Outside Bodies for the Civic Year 2019-20
(Working paper attached).

7. Minutes of the previous meeting.
Minutes of the meeting held on Monday 4th March 2019.

8. Matters arising from the minutes.

- a) Civic Functions (minute 106-18F&P (a) refers).
- b) Council Investment Strategy (Minute 106-18F&P (b) refers).
- c) Council Staffing Report – (minute 106-18F&P (c) refers).
- d) Internal Audit Report – update (minute 106-18F&P (d) refers).
- e) Cornwall Council Policies – (minute 107-18F&P (a) and (b) refers)
(To include the Library Hire Charges and also G4S Arrangements).
- f) To consider Internal Control Scrutiny Document (virus control) and Cyber Crime Insurance (106-18F&P (f) (ii) refers).

9. To consider Policies Delegated to this Committee

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

10. 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 (February 2019 Financial Comparison as circulated).

11. Items referred to this Committee.

- a) Confidential Staffing Update (as referred – to follow).
- b) War Memorial Tenders (as referred).

12. Correspondence.

- a) Torpoint Community Cinema – Request to use Council facilities at no cost.
- b) Torpoint Guides - Request to use Council facilities at no cost.



- c) Residents Association Antony, Clarence and Sydney Roads - Request to use Council facilities at no cost.
- d) PKF Littlejohn – External Auditor (Annual return and papers).

13. Planning Applications.

None

(Plans can be viewed on-line at <http://planning.cornwall.gov.uk/online-applications> and searching under the application number).

14. Accounts for payment

PAYEE	REASON	GROSS	(VAT)	NETT
Cornwall Council	Business rates (Council Hall - April)	1,458.25	0.00	1,458.25
Cornwall Council	Business rates (Toilets, Antony Rd -April)	143.45	0.00	143.45
Cornwall Council	Business rates (Library) - April)	378.70	0.00	378.70

15. Date of next meeting.

Monday 29th April 2019.

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

Chris Harris

RFO

Tuesday 26th March 2019