



TORPOINT TOWN COUNCIL

NOTICE is hereby given that a meeting of the Finance and Personnel Committee will be held on Monday 3rd June 2019 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. Election of Chairman for the Civic Year 2019-20

3. Election of Vice Chairman for the Civic Year 2019-20

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

5. Minutes of the previous meeting.

Minutes of the meeting held on Monday 29th April 2019.

6. Matters arising from the minutes.

- a) Council Staffing Report (minute 4-19F&P (a) refers).
- b) Civic Functions (minute 4-19F&P (b) refers).
- c) Council Investment Strategy (Minute 4-19F&P (c) refers).
- d) Accounts for payment (VAT) (minute 9-19F&P refers).

7. To consider Policies Delegated to this Committee

- a) Financial Regulations – Issue of Credit Card and Utilities.

8. 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) Operation Liabilities
- d) Budget Monitoring – Finance Committee (April 2019 Financial Comparison as circulated).

9. Items referred to this Committee.

- a) Internal Audit Report 2018-19.
- b) Committee – Terms of Reference.

10. Correspondence.

11. Planning Applications.

- a) PA19/01873 – 58, Macey Street, Torpoint – Rear two storey extension.
(Plans can be viewed on-line at <http://planning.cornwall.gov.uk/online-applications> and searching under the application number).

12. Accounts for payment

PAYEE	REASON	GROSS	(VAT)	NETT
Kent, Surrey & Sussex CRC	Rehab Team March and April	895.99	149.33	746.66
C F Southworth	Library Table Cloths	13.08	2.18	10.90
M Cocks	Library Cleaning Equipment	9.90	1.65	8.25
British Gas	Antony Road Electricity	24.68	1.17	23.51
Rame Refuse	Library rubbish removal	290.00	48.33	241.67
South West Water	Library	97.38	6.90	90.48
DJW Window Cleaning	Bus Shelter Cleaning April	18.00	0.00	18.00
DJW Window Cleaning	Bus Shelter Cleaning May	18.00	0.00	18.00
DJW Window Cleaning	Library Cleaning	38.00	0.00	38.00
Spot on Supplies	Cleaning Supplies	243.11	40.52	202.59
Just Rods	Drain Clearance	80.00	0.00	80.00
Tina Morris	Library Toys	228.60	0.00	228.60
Francis Thomas	Lawn Mower	369.00	61.50	307.50
ITEC	Photocopies	95.71	15.95	79.76
Atlas Graphics	Signs - Sparrow Park	54.00	9.00	45.00
Atlas Graphics	Archives Sign - Library	108.00	18.00	90.00
Mole Valley Farmers	Fence Materials - Library	189.34	31.56	157.78
T Morris	Study Day Fuel	30.00	5.00	25.00
C F Southworth	Petrol and Parks Tools	47.56	7.93	39.63
Cornwall Council	Garage Rent April	56.48	9.40	47.08
Cornwall Council	Garage Rent May	56.48	9.40	47.08
Hampshire Flag Company	Bunting	306.59	51.10	255.49

13. Date of next meeting.

Monday 1st July 2019.

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

Chris Harris

Tuesday 28th May 2019