



TORPOINT TOWN COUNCIL

NOTICE is hereby given that a meeting of the Asset Management and Operations Committee will be held on Thursday 23rd January 2020 at 7.00 p.m. in the Committee Room, York Road, Torpoint to which members 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 Thursday 28th November 2019.

4. Matters arising from the Minutes.

- a) Ellis Monument – (minute 80-19AMO (a) refers).
- b) Rendel/Sparrow Parks/Bénodet Parks – (minute 80-19AMO (b) refers).
- c) Memorial Bench request for relative A Miller (minute 80-19AMO (d) refers).
- d) Memorial Bench request for relative Mrs Kinsman (minute 80-19AMO (e) refers).
- e) Website (ICT Services) (minute 80-19AMO (f) refers).
- f) Pocket park funding (skate-park) (minute 81090AMO refers).

5. Operational Report.

Report on any matters relating to council assets, facilities and operations, including the Library and Christmas Lights.

6. To consider the Council Business Risk Management Plan.

- a) Asset Condition Survey and Security.
- b) Library Inventory.

7. Items referred this Committee.

None.

8. Policies referred to this Committee.

- a) Health and Safety.
- b) GDPR.

9. Health and Safety.

- a) Reports and any new, proposed regulations/legislations and current issues.
- b) Fire protection installations/variations/emergency lighting/fire extinguishers

10. Correspondence.

- a) Memorial bench request – Mr and Mrs Howes (to follow).

11. Planning Applications.

- a) None.

12. Budget Monitoring Report.

To consider the December 2019 Financial Comparison (as circulated).

13. Accounts for payment.

PAYEE	REF NO	REASON	GROSS	(VAT)	NETT
KSS CRC Ltd	Probation Dec 2019 Works	164	448.00	74.67	373.33
KSS CRC Ltd	Probation Nov 2019 Works	163	448.00	74.67	373.33
Cornwall Council	Garage Rental	34190700166	56.48	9.40	47.08
ASG	Batteries for emergency lights	33101	51.96	8.66	43.30
ITEC	photocopies	313208	43.80	7.30	36.50
Spot on Supplies	Cleaning and Toiletries	21484842	158.63	26.44	132.19

14. Date of next meeting.

Thursday 23rd February 2020.

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

C F Southworth

Mrs C F Southworth Cert (HE), BA (Hons), PSLCC
Town Clerk & RFO

Friday 17th January 2020