



TORPOINT TOWN COUNCIL

NOTICE is hereby given that a meeting of the Finance and Personnel Committee will be held on Monday 2nd March 2020 at 7.00 p.m. in the Council Committee Room, 4, York Road, Torpoint to which all 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 Monday 3rd February 2020.

4. Matters Arising from the minutes

- a) Town Council organisation structure and design (minute 95-19F&P (a) refers).
- b) Accounting / financial software (minute 95-19F&P (b) refers).
- c) Council Staffing Report (minute 95-19F&P (c) refers).
- d) Civic Functions (minute 95-19F&P (d) refers).
- e) Council Investment Strategy (minute 95-19F&P (e) refers).
- f) VAT (minute 95-19F&P (f) refers).
- g) Research alternative suppliers and costs for waste removal and disposal (minute 99-19F&P (e) refers).

5. Items Referred to this Committee

None.

6. To consider Policies referred to this Committee

- a) Policy review.

7. 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 responsibilities (January 2020 Financial Comparison).

8. Correspondence

- a) S137 Grant Application Form Torpoint and Rame Youth Project (as circulated).
- b) Update from Cornerstone Church (regarding S137 Grant – repair to boundary wall) (as circulated).
- c) Request for rent, lease or ownership details Room 3 plus 1 – 3 Buller Road, Torpoint – Valuation Office Agency (as circulated).
- d) Notice of Alteration to the 2017 Rating List Room 3 plus 1 – 3 Buller Road, Torpoint – Valuation Office Agency (as circulated).
- e) Public Works Loan Board (PWLB) – Change of Governance – HM Treasury (as circulated).
- f) General matters (of business) transfer of file to Abigail Payne Solicitor – Curtis Whiteford Crocker Solicitors (as circulated).
- g) Town Beach – email to the Mayor – P Voaden (as circulated).

9. Planning Applications.

a) PA19/10651 – Revised / amended plans for Proposed single storey flat roof extensions to front and rear of ground floor flat – 9 Adams Crescent, Torpoint, Cornwall PL11 2DP.

10. Accounts for Payment.

| PAYEE | REF NO | REASON | GROSS (£) | (VAT) (£) | NETT (£) |
|------------------------------|-----------------------------------|--------------|-----------|-----------|----------|
| Cornwall Academy Maintenance | Air Conditioning Annual Service | 8477 | 348.48 | 58.08 | 290.40 |
| Complete Business Solutions | Paper for Library | SINV02198589 | 46.80 | 7.80 | 39.00 |
| Biffa | Waste collection Library | 522T21034 | 32.88 | 5.48 | 27.40 |
| Biffa | Waste collection Council Chambers | 522T21033 | 170.64 | 28.44 | 142.20 |
| Cornwall Council | Garage rent x 5 weeks | 34190700166 | 70.60 | 11.75 | 58.85 |

11. Date of next meeting.

Monday 30th March 2020.

12. 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 and RFO

Tuesday 25th February 2020