



TORPOINT TOWN COUNCIL

NOTICE is hereby given that a meeting of the Asset Management and Operations Committee will be held on Thursday 26th March 2020 at 7.00 p.m. in the Main Hall, 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 27th February 2020.

4. Matters arising from the Minutes.

- a) Ellis Monument – (minute 110-19AMO (a) refers).
- b) Rendel/Sparrow Parks/Bénodet Parks – (minute 110-19AMO (b) refers).
- c) Memorial Bench request for relative Mrs Kinsman (minute 110-19AMO (c) refers).
- d) Memorial Bench request relative Mr and Mrs Howes (minute 110-19AMO (e) refers).
- f) Lions Bench (minute 110-19 (f) AMO 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.

- a) Weed Spraying of Pavements 2020.

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.

None.

11. Planning Applications.

- a) None.

12. Budget Monitoring Report.

To consider the February 2020 Financial Comparison (as circulated).

13. Accounts for payment.

PAYEE	REF NO	REASON	GROSS	(VAT)	NETT
Complete Business Solutions	stationery	SINV02230350	23.28	3.88	19.40
Complete Business Solutions	stationery	SINV02230349	7.31	1.22	6.09
Western Web	Renewal web space licence	21601	80.40	13.40	67.00
Martins	Newspapers library 04.19 to 01.02.20	691601175	435.30	0.00	435.30
Martins	Newspapers library 02.02.20 to 08.02.20	691601177	11.00	0.00	11.00
Martins	newspapers library 23.02.20 to 29.02.20	691601183	11.25	0.00	11.25
Martins	newspapers Library 01.03.20 to 07.03.20	691601185	11.25	0.00	11.25
Martins	Newspapers Library 08.03.20 to 14.03.20	691601187	11.25	0.00	11.25
Amicus	fire Marshall Training	100298	420.00	70.00	350.00
ITEC	Printing costs	321579	87.20	14.53	72.67
J P Dunn Roofing	repair to council roof line	16	175.00	0.00	175.00
Time & Motion Jewellers	Repair to Mayoral Chain	TMM/2019	54.00	9.00	45.00
BE White	Financial advice re year end	013/20	290.00	0.00	290.00
Hampshire Flags	Bunting	157597	940.58	156.76	783.82
Curtis Whiteford Crocker	Solicitors Letter Voaden	23684	60.00	10.00	50.00

14. Date of next meeting.

Thursday 23rd April 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 20th March 2020