



TORPOINT TOWN COUNCIL

NOTICE is hereby given that a **VIRTUAL** meeting of the Asset Management and Operations Committee will be held **via Zoom** on Thursday 26th November 2020 at **7.00pm** to which members are summoned to attend. Members of the public are invited to join/listen to the **Virtual** meeting by one of the following options: - Join Zoom Meeting

<https://us02web.zoom.us/j/88976756997?pwd=NGM3cnJjZzVHYXJ3a2ZYL3E1U2tYQT09>

Meeting ID: **889 7675 6997**

Passcode: **480342**

One tap mobile

+442034815240,,88976756997#,,,,,0#,,480342# United Kingdom

Dial by your location

+44 203 481 5240 United Kingdom

Meeting ID: **889 7675 6997**

Passcode: **480342**

Find your local number: <https://us02web.zoom.us/u/kWfa88Phd>

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 22nd October 2020.

4. **Matters arising from the Minutes.**

a) Ellis Monument – (minute 56-20AMOC (a) refers).

b) Rendel/Sparrow Parks/Bénodet Parks – (minute 56-20AMOC (b) refers).

i) Proposed sign at Sparrow Park (to follow).

c) Christmas Lights 2020 (minute 56-20 (c) refers).

d) Request for memorial bench for Mr M Walmsley (minute 63-20AMO (d) refers).

5. **Operational Report.**

Report on any matters relating to council assets, facilities and operations, including the Library and Christmas Lights. (A detailed report on recent activities to follow from the Operations Manager.)

6. **To consider the Council Business Risk Management Plan.**

a) Asset Condition Survey (any updates).

7. **Items referred this Committee.**

None.

8. **Policies referred to this Committee.**

None.

9. **Health and Safety.**

a) Reports and any new, proposed regulations/legislations and current issues.

10. **Correspondence.**

- a) Military Road, Torpoint Patching Work – Monday 30th November to Friday 11th December 2020 - Cornwall Council (as circulated).
 b) Town Clock update – D Benson (as circulated).

11. Planning Applications.

- a) PA20/09618 – Single storey extension forming staff changing facilities due to the Covid-19 Pandemic – Tamara House, 7 Thanckes Close, Torpoint, PL11 2RA.

12. Budget Monitoring Report.

October 2020 Financial Information (as previously circulated).

13. Accounts for payment.

Contact Name	Invoice Number	Total	Tax Total	Net	Description
ITEC	INV No 349894	83.06	13.84	69.22	Print copies 21.10.20-17.11.20
Complete Business Solutions Group Ltd	Inv SINV02506633	62.28	10.38	51.90	stationery
Western Web Limited	Inv 22098	180.00	30.00	150.00	Set up Cloud Above email account for councillors 10.11.20 - 09.11.21
Kernow Aerials	Christmas Lights	84.00	14.00	70.00	Christmas Lights materials
Cornwall Council - Garage	3.4191E+10	58.04	9.67	48.37	Garage Rental 23.11.20 - 20.12.20
PPL PRS Ltd	Inv No SIN1565800	203.75	33.96	169.79	PRS & PPL Combined charges
Francis Thomas Mobile Servicing Limited	Inv no 2925	25.99	4.33	21.66	Weibang Mulching Plug
LRM Planning Ltd	Inv no 26	900.00	150.00	750.00	NDP works
Cornwall Council - Garage	34190700166	58.04	9.67	48.37	Garage Rental 26.10.20-22.11.20
Biffa	Inv no 522T32026	26.30	4.38	21.92	library waste collection 24.10.20 - 20.11.20
Biffa	Inv 522T32 25	68.25	11.37	56.88	Council Chambers Waste Collection 24.10.20 to 20.11.20
BT Chambers Maintenance Account	WW 3649 1759	172.90	28.82	144.08	rental & one off charges

14. Date of next meeting.

Thursday 28th January 2021.

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 November 2020