



TORPOINT TOWN COUNCIL

NOTICE is hereby given that a **VIRTUAL** meeting of the Finance and Personnel Committee will be held **via Zoom** on Monday 1st March 2021 at **7.00pm** to which all members are summoned to attend.

Members of the public are invited to join/listen to the **Virtual** meeting by one of the following options: -
<https://us02web.zoom.us/j/84672538147?pwd=d2dBYTIRN0xEV1JvcDBYVWQ3MjhMQT09>

Meeting ID: **846 7253 8147**

Passcode: **275824**

One tap mobile

+442034815240,,84672538147#,,,,*275824# United Kingdom

Dial by your location

+44 203 481 5240 United Kingdom

Meeting ID: **846 7253 8147**

Passcode: **275824**

Find your local number: <https://us02web.zoom.us/j/84672538147?pwd=d2dBYTIRN0xEV1JvcDBYVWQ3MjhMQT09>

AGENDA

- 1. Apologies for absence.**
- 2. Declarations of interest relating to items on the Agenda.**
- 3. Minutes of the previous meeting.**
Minutes of the virtual meeting held on Monday 1st February 2021.
- 4. Matters Arising from the minutes**
 - a) Council Staffing Report (minute 84-20F&P (a) refers) (to include a paper on employee salaries from 1st April 2021 [to follow]) and update on Millbrook Parish Council – Dog Enforcement Service Level Agreement).
 - b) Civic Functions (minute 84-20F&P (b) refers).
 - c) Lease Agreement Vospers vehicle – Insurance documentation WPS Hallam (minute 85-20F&P refers) (information as circulated).
 - d) True Butterflies Section 137 Grant Application (minute 88-20F&P a) refers) (information as circulated).
- 5. Items Referred to this Committee**
None.
- 6. To consider Policies referred to this Committee**
 - a) Lettings Policy (to follow).
- 7. To consider the Council Risk Management**
 - a) Overtime Report (to follow).
 - b) Creditors/Debtors (to follow).
 - c) Budget Monitoring – Finance Committee responsibilities (January 2021 Financial Information).
- 8. Elections 2021 and the way forward.**

9. Correspondence

- a) Town Council Bank Signatory – removal of Councillor Mrs. R Southworth.
- b) Employer Newsletter – Cornwall Pension Fund – February 2021 (as circulated).
- c) The Public Sector Deposit Fund Factsheet – CCLA (as circulated).
- d) Town Council Insurance renewal 2021/22 (update from Town Clerk).

10. Planning Applications.

None.

11. Accounts for Payment.

Contact Name	Invoice Number	Total	VAT	NET	Description
EVC South West Ltd	Inv -1164	1,092.00	182.00	910.00	Supply & Install Charging Point
Biffa	Inv No 552C10578	14.76	2.46	12.30	Library Recycling Collection
Biffa	Inv No 522C10581	22.60	3.77	18.83	Chambers General Waste Collection
Biffa	Inv No 522C10580	7.38	1.23	6.15	Chambers Recycling collection
Biffa	Inv No 522C10579	22.20	3.70	18.50	Library General Waste Collection
ITEC	Inv No 359751	57.23	9.54	47.69	Print copies 15.01.21 - 18.02.21
DR Grounds	Inv No 96	154.42	25.74	128.68	3 x parks grass cutting Feb 2021
Cornwall Council - Dog Waste Bags	Inv No 8100099186	25.00	4.17	20.83	Dog Waste Bags x 1500 bags
WPS Hallam Insurance	Inv No 505286965	641.00	0.00	641.00	Fleet Rated Commercial Motor Insurance Hybrid Van commencing 08.03.21

12. Date of next meeting.

Monday 29th March 2021.

13. 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 22nd February 2021