



## TORPOINT TOWN COUNCIL

NOTICE is hereby given that a meeting of the Asset Management and Operations Committee will be held on Thursday 23<sup>rd</sup> September 2021 at 7.00pm in the Council Committee Room, 4 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 previous meeting held on Thursday 22<sup>nd</sup> July 2021.
- 4. Matters arising from the Minutes.**
  - a) Ellis Monument – (minute 36-21AMOC (a) refers).
  - b) All Parks to include Rendel/Sparrow Park/Bénodet Park/ongoing maintenance of devolved play parks – (minute 36-21AMOC (b) refers).
    - i) To include sign for Sparrow Park.
    - ii) Proposal to move the sound hut at Bénodet Park (minute 46-21AMOC refers).
  - c) Christmas tree electrical supply (minute 36-21AMOC (c) refers).
  - d) Verge cutting (minute 36-21AMOC (e) 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 is circulated from the Operations Manager.)
- 6. To consider the Council Business Risk Management Plan.**
  - a) Budget Monitoring – Asset Management & Operations Committee responsibilities (July and August 2021 Financial Information as previously circulated).
  - b) To consider Budget requirements for 2022-23, 2023-24 and 2024-25 (paper to follow).
- 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) Grant of Listed Building Consent, Ellis Monument, Fore Street – Cornwall Council (as circulated).
  - b) Winter Maintenance – Grit Bin Refill Delivery 2021 – Cormac (as circulated).
  - c) Dog mess around Torpoint – email correspondence from resident (as circulated).
  - d) Wild flower seed bombs – 2<sup>nd</sup> Torpoint Watership Down Beaver Leader (as circulated).
  - e) Nominations open for NALC Committees and leadership posts 2022/23 (as circulated).
- 11. Planning Applications.**  
None.

**12. Accounts for payment.**

Contact Name	Invoice Number	Total	Tax Total	Net	Description
Rame Refuse	Inv 4148	150.00	25.00	125.00	Remove & dispose of commercial fridge - Benodet park
LRM Planning Ltd	Inv 3173	570.00	95.00	475.00	Preparation of Tender Documents re Scope of Works for Heritage Statement NDP x2 hrs Review of tenders with Town Council
RD Johns Ltd	Invoice 593327	60.38	5.15	55.23	Library Café supplies
Cornish Tea & Cornish Coffee Co Ltd	Inv SL53343	33.89	0.00	33.89	Library Café supplies

**13. Date of next meeting.**

Thursday 28<sup>th</sup> October 2021.

**14. 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 17<sup>th</sup> September 2021