



TORPOINT TOWN COUNCIL

NOTICE is hereby given that a meeting of the Finance and Personnel Committee will be held on Monday 29th November 2021 at 7.00pm in the Council Committee Room, 4 York Road, Torpoint to which all members of this Committee are summoned to attend.

(Please note – **all** members of the Council are summoned to attend for agenda items 1 - 4 inclusive.)

AGENDA

- 1. Apologies for absence.**
- 2. Declarations of interest relating to items on the Agenda.**
- 3. To consider the Hiring and Letting Charges for the 2022-23 financial year.**
(Working Paper as circulated.)
- 4. To consider the Council Budget for the 2022 -23 financial year.**
(Working Paper as circulated.)
- 5. Minutes of the previous meeting.**
Minutes of the previous meeting held on Monday 1st November 2021.
- 6 Matters Arising from the minutes**
 - a) Council Staffing Report (minute 68-21F&P (a) refers).
 - i) Staff appraisals & CPD update.
 - ii) Record staffing information (as circulated).
 - b) Civic Functions (minute 68-21F&P (b) refers).
 - c) Regalia proposal and Terms for the awarding of Honorary Freeman/Honorary Burgess (minute 68-21F&P (c) refers).
 - d) Market valuation report (minute 70-21F&P (c) refers).
- 7. To consider Policies referred to this Committee**
 - a) Pay and Conditions Policy (as circulated).
 - b) Civic Protocols (as circulated).
- 6. To consider the Council Risk Management**
 - a) Overtime Report (as circulated).
 - b) Creditors/Debtors (as circulated).
 - c) Budget Variance – Finance Committee responsibilities (October 2021 Budget Variance Information) (as previously circulated).
 - d) Photocopier lease (paper to follow).
- 7. Items Referred to this Committee**
None.
- 8. Planning Applications**
None.

9. Correspondence

- a) Free of Charge Use application – T S Ramehead – Torpoint Sea Cadets (as circulated).
- b) Public Sector Deposit Fund - CCLA Fact Sheet 30 October 2021 (as circulated).
- c) Cornwall Pension Fund November October 2021 Newsletter – Cornwall Pension Fund (as circulated).
- d) S137 Grant Funding application – Beat4Autism CIC (as circulated).
- e) Notice to Employer of an Official Industrial Action Ballot – UNISON (as circulated).
- f) Civility and Respect Project Issue 1 November 2021 – in collaboration with SLCC, NALC, OVW, County Associations (as circulated).
- g) Previous S137 Grant Funding application (approved) update – Local Community Markets (to follow).

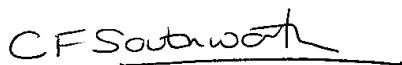
10. Accounts for Payment.

PAYEE	Invoice Number	Total	TAX	NET	Description
Andy Campfield	Remembrance Photos	35.00	0.00	35.00	Remembrance photos
ITEC	Invoice 646066	159.70	26.62	133.08	ITEC Monthly fee Gold Support
Biffa	Invoice 522C81598	32.83	5.48	27.35	Chambers waste collection 05.11.21
Biffa	Invoice 522C81596	25.15	4.20	20.95	Library waste collection 05.11.21
Biffa	Invoice 522C81595	18.12	3.02	15.10	Library recycling collection 02.11.21
Cornwall Council	Invoice 8100195921	48.00	0.00	48.00	Christmas Lights Switch On road closure

11. Date of next meeting.

Monday 31st January 2022.

12. Any Business that has been disclosed to the Chairman and members prior to the meeting.



Mrs C F Southworth Cert (HE), BA (Hons), FSLCC
Town Clerk and RFO

Monday 22nd November 2021