



## TORPOINT TOWN COUNCIL

NOTICE is hereby given that a meeting of the Asset Management and Operations Committee will be held on Thursday 27<sup>th</sup> January 2022 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 25<sup>th</sup> November 2021.
- 4. Matters arising from the Minutes.**
  - a) Ellis Monument – (minute 75-21AMOC (a) refers).
  - b) All Parks to include Rendel/Sparrow Park/Bénodet Park/ongoing maintenance of devolved play parks – (minute 75-21AMOC (b) refers).
    - i) To include sign for Sparrow Park.
  - c) Christmas tree electrical supply (minute 75-21AMOC (c) refers).
  - d) Electrical 5 year survey Council Chambers (minute 75-21AMOC (g) refers).
  - e) Quinquennial Survey Council Chambers (as re-circulated) (minute 75-21AMOC (h) refers).
  - f) P50 Fire Extinguishers (minute 75-21AMOC (i) refers).
  - g) Christmas lights bolt safety testing (minutes 76-21AMOC 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 – as circulated.)
- 6. To consider the Council Business Risk Management Plan.**
  - a) Budget Monitoring – Asset Management & Operations Committee responsibilities (December 2021 Budget Variance as previously circulated refers).
- 7. To consider the results of the tender for the delivery, collection and hire of Christmas Lights for the years 2022-2023, 2023-2024 and 2024-2025.**
  - a) Summary of results of Christmas Lights tender information (as circulated).
- 8. Items referred this Committee.**  
None.
- 9. Policies referred to this Committee.**
  - a) Audio Recordings Policy (as circulated).
- 10. Health and Safety.**
  - a) Reports and any new, proposed regulations/legislations and current issues.
- 11. Correspondence.**
  - a) Borough Park 'footpath'/behind Torpoint Community College – S Gosling via email (as circulated).
  - b) Pedestrians being splashed on Trevol Road, Torpoint – prompted by a resident and response from

Cormac (as circulated).

c) Security to protect access to Thanckes Park Top Field - I Leadbetter via email (as circulated)

d) Trevorder Park – L Higgs via email (as circulated).

e) Maintenance of Torpoint Promenade, plus request for signage at the Torpoint Ferry waiting area "Please switch off engines whilst waiting" – Mr M Watkiss (via telephone Operations Manager to advise).

f) Highways Scheme UPDATE, Rame Cluster meeting, meeting will be on Tuesday 1<sup>st</sup> February at 6.00pm – Cllr Mrs K Ewert (as circulated)

g) Continued Parking Issues on Pentire Road (following recent installation of bollards) – Mr P Goodall (via Fb Messenger Operations Manager to advise).

h) Support for skate park improvements – Mr Pontin via email (as circulated).

**12. Planning Applications.**

None.

**13. Accounts for payment.**

Contact Name	Invoice Number	Total	Tax Total	Net	Description
Complete Business Solutions Group Ltd	Inv SINV03037749	29.09	4.85	24.24	Stationery
ITEC	Invoice 671187	74.09	12.34	61.75	ITEC Monthly fee Gold Support
Security Dynamics	Invoice 1535	110.00	0.00	110.00	Attended site to check camera after vandalism - lowered pole, checked camera is working and repaired cables

**14. Date of next meeting.**

Thursday 24<sup>th</sup> February 2022.

**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), FSLCC  
Town Clerk & RFO

Friday 21<sup>st</sup> January 2022