



TORPOINT TOWN COUNCIL

NOTICE is hereby given that a meeting of the Finance and Personnel Committee will be held on Monday 4th April 2022 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 are invited to attend and participate in agenda items 1-7 inclusive and the Mayor will Chair the meeting for agenda items 1-6).

AGENDA

- 1. Apologies for absence.**
- 2. Declarations of interest relating to items on the Agenda.**
- 3. Election of Town Mayor Designate for the Civic Year 2022-23.**
- 4. Election of Deputy Town Mayor Designate for the Civic Year 2022-23.**
- 5. Appointment of Town Council Committees for the Civic Year 2022-23** (Working Paper attached).
- 6. Appointment of Delegates to Outside Bodies for the Civic Year 2022-23** (Working paper attached).
- 7. Planning Applications**
 - a) PA21/12428 – Construction of 2 No. new semi-detached dwellings within the boundary of NO. 98 Marine Drive, Torpoint – Land Rear 98 Marine Drive, Marine Drive, Torpoint - amended plans for consideration.
- 8. Minutes of the previous meeting.**

Minutes of the previous meeting held on Monday 28th February 2022.
- 9. Matters Arising from the minutes**
 - a) Photocopier lease (minute 108-21F&P refers)
 - b) Council Staffing Report (minute 108-21F&P (b) refers).
 - i) NALC Local Council Award Scheme
 - ii) Operations Team.
 - c) Civic Functions (minute 108-21F&P (c) refers).
 - d) Ukraine fundraiser (minute 116-21F&P refers).
- 10. To consider Policies referred to this Committee**
 - a) None.
- 11. To consider the Council Risk Management**
 - a) Overtime Report (as circulated).
 - b) Creditors/Debtors (to follow).

- c) Budget Variance – Finance Committee responsibilities (February 2022 Budget Variance Information) (as previously circulated).
- d) Appointment of internal auditor and consultant for 2021/22 year-end (Town Clerk).
- e) 2021/22 Annual Governance and Accountability Returns (AGARs) external auditor instructions (as circulated).
- f) Internal Controls & Scrutiny 2021/22 – outstanding actions (Town Clerk).
- g) Market Valuation Report 2021 – for reconsideration (as re-circulated).

12. Items Referred to this Committee

- a) None.

13. Correspondence

- a) National Association of Local Councils (NALC) launched Star Council Awards 2022 (via Cornwall Association of Local Councils [CALC]) (as circulated).
- b) Ukraine update and Homes for Ukraine information - (via Cornwall Association of Local Councils [CALC]) (as circulated).
- c) Cornwall Pension Fund March 2022 Newsletter – Cornwall Pension Fund (as circulated).
- d) NABMA (National Association of British Market Authorities) Membership Renewal 2022/23 and information on 'Supporting Our High Streets after Covid: Response to Select Committee Report - NABMA (as circulated).
- e) Section 137 Grant application - Beat4autism CIC (to follow).

14. Accounts for Payment.

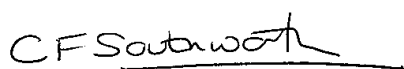
PAYEE	Invoice Number	Total	TAX	NET	Description
ITEC	Invoice 697003	77.38	12.89	64.49	ITEC Monthly fee Gold Support
James Hallam Council Guard	Invoice 513763070	7970.96	0.00	7970.96	Commercial Combined Aviva Insurance Renewal Period 01/04/22 – 31/03/23
James Hallam Council Guard	Invoice 513763231	467.76	0.00	467.76	Aviva Sickness Insurance Renewal Period 01/04/22 – 31/03/23
Cornwall Council*	Invoice 8100238288	67,045.94	72.00	66,973.94	Salaries Q4 Jan – Mar 2022 & Mayor's Allowance Q4 Jan – Mar 2022

*Invoice received 29/03/22 – agenda updated and Members emailed to authorise for payment – in order to be paid in financial year 2021-22.

15. Date of next meeting.

Tuesday 3rd May 2022.

16. 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 28th March 2022