



TORPOINT TOWN COUNCIL

NOTICE is hereby given that a meeting of the Asset Management and Operations Committee will be held on Thursday 28th April 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 24th March 2022.
- 4. Matters arising from the Minutes.**
 - a) All Parks to include Rendel/Sparrow Park/Bénodet Park/ongoing maintenance of devolved play parks – (minute 121-21AMOC (b) refers).
 - i) To include sign for Sparrow Park.
 - b) Electrical 5 year survey Council Chambers / quotation to rectify highlighted issues (minute 121-21AMOC (c) refers – as circulated).
 - c) P50 Fire Extinguishers (minute 121-21AMOC (d) refers).
 - d) Security to protect access to Thanckes Park Top Field (minute 121-21 (g) refers).
 - e) Skate Park jam 2022 (minute 121-21AMOC (h) refers).
 - f) Caravan disposal and gazebo purchase for St. John Ambulance (minute 123-21AMOC (a) 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 (March 2022 Budget Variance as previously circulated refers).
- 7. Items referred this Committee.**
 - a) Draft Town Council Accessibility Statement (to follow).
- 8. Policies referred to this Committee.**
None.
- 9. Health and Safety.**
 - a) Reports and any new, proposed regulations/legislations and current issues.
 - i) Smoke Detector callout (report as circulated).
 - b) Fire Risk Assessment for all buildings.
 - c) Annual Inspection Report for: Torpoint Skateboard Park.
- 10. Correspondence.**
 - a) Cornish Building Group 'Building at Risk' Project – link to risk blog (as circulated).
 - b) Portable / mobile defibrillator – Mrs J Hughes (as circulated).

- c) Torpoint AFC defibrillator box – Mrs J Hughes (as circulated).
- d) Homes for Cornwall Join a Growing Movement 16th May – Homes for Cornwall (as circulated).

11. Planning Applications.

PA22/02277 – Change of use of store to dwelling – 33 North Road, Torpoint PL11 2DH.

12. Accounts for payment.

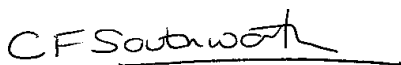
Contact Name	Invoice Number	Total	Tax Total	Net	Description
Complete Business Solutions Group Ltd	Invoice SINV03155870	3.55	0.59	2.96	Stationery
Cornwall Council - Sea Gull Proof Sacks	Invoice 8100248250	96.00	0.00	96.00	Seagull sacks Ref: 101006061378
LBS Horticulture Limited	Invoice SAJ/2022/310417	336.35	56.06	280.29	Parks - compost
Food, Events and Things (FEAT) Ltd	Invoice PG013348	30.00	5.00	25.00	The Purple Guide Subscription - One Year
IAE (quotation had been valid for 3 days only, due to raw material costs)	Invoice OP/I793628	1,363.73	227.29	1,136.44	1m Prosafe gate in yellow – Cambridge Field entrance
Cornwall Council - Dog Waste Bags	Invoice 8100247330	25.02	4.17	20.85	Dog Waste Bags
RD Johns Ltd	Invoice 805196	10.55	0.00	10.55	Café supplies
TClarke Contracting Ltd	Invoice SL-22040196	238.68	39.78	198.90	12 Month Contract Renewal May 22 - Apr 23
Sail Shades Direct*	Invoice SS22-300	4,134.00	689.00	3,445.00	50% DEPOSIT - To design, supply & Install bespoke Pergola

* Grant funding already received from Cornwall Council.

13. Date of next meeting.

Thursday 23rd June 2022 (subject to change).

14. 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 & RFO

Friday 22nd April 2022