



## TORPOINT TOWN COUNCIL

NOTICE is hereby given that a meeting of the Finance and Personnel Committee will be held on Tuesday 3<sup>rd</sup> May 2022 at 7.00pm in the **Library and Community Hub, Fore Street**, 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 1-5 inclusive).

### AGENDA

- 1. Apologies for absence.**
- 2. Declarations of interest relating to items on the Agenda.**
- 3. Committee meeting structure and proposed Committee Terms of Reference 2022-23**  
(updated papers to follow) (this will be a **resolved** item) (minute 121-21F&P refers).
- 4. Appointment of Town Council Committees for the Civic Year 2022-23.**
- 5. Planning Applications**
  - a) PA22/03562 – Redevelopment of 'The Garden Sports and Leisure Club' to include the demolition of the existing swimming pool, squash courts, reception area and adjacent council owned public conveniences, to be replaced by 26 residential units, new reception area, remodelled/refurbished leisure facilities and new integrated public toilet facilities without compliance with condition 2 of decision notice PA19/01966 dated 30.05.2019 - The Garden Sports And Leisure Club 10 Antony Road, Torpoint, Cornwall.
  - b) PA22/03483 – Two-storey side extension – 7 Trevol Place, Torpoint, Cornwall PL11 2NZ.
- 6. Minutes of the previous meeting.**  
Minutes of the previous meeting held on Monday 4<sup>th</sup> April 2022.
- 7. Matters Arising from the minutes**
  - a) Photocopier lease (minute 124-21F&P refers)
  - b) Council Staffing Report (minute 124-21F&P (b) refers).
    - i) NALC Local Council Award Scheme
    - ii) Caretaker vacancy.
  - c) Civic Functions (minute 124-21F&P (c) refers).
  - d) Councillor vacancy following the resignation of former Councillor Mrs. K Partridge.
- 8. To consider Policies referred to this Committee**
  - a) None.
- 9. To consider the Council Risk Management**
  - a) Overtime Report (to follow).
  - b) Creditors/Debtors (to follow).
  - c) Budget Variance – Finance Committee responsibilities (March 2022 Budget Variance Information) (as previously circulated).

d) Internal Controls & Scrutiny 2021/22 – outstanding action (Town Clerk).

**10. Items Referred to this Committee**

a) None.

**11. Correspondence**

a) Back dated pay award 2021 – Ms T Morris (former employee) (as circulated).

b) Employer Newsletter April 2022 – Cornwall Council (as circulated).

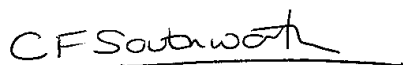
**12. Accounts for Payment.**

PAYEE	Invoice Number	Total	TAX	NET	Description
D J W Window Cleaning	Invoice 0048	75.00	0.00	75.00	Internal and external window cleaning - Council Chambers
D J W Window Cleaning	Invoice 0047	18.00	0.00	18.00	Cleaning of bus shelters March
D J W Window Cleaning	Invoice 0046	18.00	0.00	18.00	Cleaning of bus shelters April
ITEC	Invoice 710495	88.51	14.75	73.76	ITEC Monthly fee Gold Support
Biffa	Invoice 522C24146	36.94	6.16	30.78	Chambers waste collection
Biffa	Invoice 522C24145	20.47	3.42	17.05	Chambers recycling collection
Biffa	Invoice 522C24144	28.30	4.72	23.58	Library waste collection
Biffa	Invoice 522C24143	20.47	3.42	17.05	Library recycling collection

**13. Date of next meeting.**

Monday 30<sup>th</sup> May 2022 (to be confirmed).

**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 and RFO

Monday 25<sup>th</sup> April 2022