



TORPOINT TOWN COUNCIL

NOTICE is hereby given that a meeting of the Finance and Operations Committee will be held on Monday 31st October 2022 at 7.00pm in the Council Committee Room, 4 York Road, Torpoint to which all members of this Committee 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 Finance and Operations Committee meeting held on Monday 3rd October 2022.
- 4. Matters Arising from the minutes**
 - a) Sparrow Park sign (minute 61-22F&O (a) refers).
 - b) Caravan disposal (minute 61-22F&O (b) refers).
 - c) Civic Functions (minute 61-22F&O (d) refers).
 - d) Memorial bench in memory of Mr Powles (minute 61-22 (e) refers).
 - e) Visit resident regarding weed spraying contract (minute 63-22F&P (d) refers).
 - f) Japanese Knotweed Service Level Agreement (minute 63-22F&P (d) refers).
 - g) Alter railings around the war memorial (minute 63-22F&P (d) refers).
 - h) Town Clock proposed repairs (minute 63-22F&P (d) refers).
- 5. To consider Policies referred to this Committee**
 - a) Reserves Policy (as circulated).
 - b) Financial Regulations and Best Value Statement (as circulated).
 - c) Business Continuity Plan (as circulated).
 - d) Protocols for Flag Flying (as circulated).
 - e) Unreasonable Behaviour Policy (as circulated).
 - f) Health and Safety Policy (to follow).
- 6. To consider the Council Risk Management**
 - a) Creditors/Debtors (will be presented at the meeting).
 - b) Budget Variance – Finance and Operations Committee responsibilities (September 2022 Budget Variance Information) (as circulated).
 - c) Operations Report - Report on any matters relating to council assets, facilities and operations, including the Library and Christmas Lights (as circulated - report from the Operations Manager).
 - d) To consider Budget requirements for 2023-24, 2024-25 and 2025-26.
- 7. Planning Applications**

None.
- 8. Items Referred to this Committee**

None.

9. Health and Safety

- a) Reports and any new, proposed regulations/legislations and current issues.
- b) Fire Risk Assessment for all buildings.

10. Correspondence

- a) UK Chief Vet outbreak of Avian Influenza (also known as bird flu) – Department for Environment Food & Rural Affairs (as circulated).
- b) Planning training for local councils – Planning in a changing world – Cornwall Council Planning (as circulated).
- c) Pensions Employer Newsletter October 2022 – Cornwall Pension Fund (as circulated).

11. Climate Emergency Action Plan

- a) To consider the actions relating to this Committee.
- b) Environment Policy (as circulated).

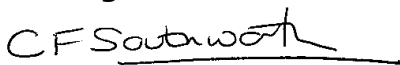
12. Accounts for Payment.

PAYEE	Invoice Number	Total	TAX	NET	Description
Tom Cox Tree Surgery	INV-0075	540.00	90.00	450.00	Tree work carried out to Cambridge Field
e-Careers Limited	Invoice INV-003670	355.00	59.17	295.83	IOSH Managing Safely (Virtual Classroom) Operations Mgr
ASG Security	Invoice 39074	154.56	25.76	128.80	Service call our to fire alarm system. Fault reported.
Sutcliffe Play	Invoice 6651	475.00	95.00	380.00	Servicing & repair of mono park gates at 4 parks

13. Date of next meeting.

Monday 28th November 2022 (all Members summoned to attend for Budget meeting).

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

Friday 21st October 2022