

## TORPOINT TOWN COUNCIL

**MINUTES** of a meeting of the Finance and General Purposes Committee held on Monday 28<sup>th</sup> April 2014 at 7.00 pm in the Council Committee Room, 4 York Road, Torpoint.

PRESENT: - Councillor Mrs. R A Southworth (Chairman), M N Pearn (Town Mayor), Councillors M J Crago, P Edwards, B Hobbs and Mrs. J M Martin and plus the Town Clerk.

### **01-14FGP Apologies for Absence**

Apologies for absence were submitted on behalf of Councillor J F Creek, Mrs. C E Goodman, Miss J L Kinsman and Mrs. C I A Trueman.

### **02-14FGP Declarations of Interest relating to items on the Agenda**

None.

### **03-14FGP Minutes of the previous meeting**

It was **resolved** that the minutes of the meeting held on Monday 31<sup>st</sup> March 2014 are taken as read, confirmed and signed by the Chairman.

### **04-14FGP Matters arising from the minutes**

a) Planning Applications:-

Pursuant to minute 108-13FGP (a) Councillor B Hobbs reported on the correspondence between the Planning Officer and himself. Councillor Hobbs reported that although the application was for a garage a caveat had been placed on it to prevent it being turned into a domestic dwelling.

### **05-14FGP To Consider Policies Delegated to this Committee**

a) Drugs and Alcohol policy:-

The Committee considered the review of the Drugs and Alcohol policy (as circulated). Following scrutiny and review it was **recommended** that the Drugs and Alcohol policy (as circulated) are adopted for the 2014-15 and 2015-16 financial years subject to the following amendments:-

- That for clarity the name of the policy is the Drugs and Alcohol Policy.
- Under Scope specific names policies are removed to be replaced by the wording "council's appropriate policies". The specific named policies will be inserted following adoption of the policies.

b) Whistleblowing policy:-

The Committee considered the review of Whistleblowing policy (as circulated). Following scrutiny and review it was **recommended** that the Whistleblowing (as circulated) is adopted for the 2014-15 and 2015-16 financial years.

c) Employment Grievance policy:-

The Committee considered the review of Employment Grievance policy (as circulated). After review it was **recommended** that the Employment Grievance policy (as circulated) is adopted for the 2014-15 and 2015-16 financial years.

It is further **recommended** that the Council policies are retained in a reference folder for staff to access and further staff should acknowledge by signature that they have read and understood the policies.

## **06-14FGP To consider the Council Business Risk Management Plan**

Members were reminded that the next consideration of elements within the plan applicable to this Committee would be after the commencement of the new Civic Year.

## **07-14FGP Items referred to this Committee**

a) Torpoint and Rame Youth Project – Request for Financial Assistance.

Noted. The Committee reviewed the application as referred by Council. Following discussion it is **recommended** that this Council does not consider this application until:-

- i) This Council receives a more recent set of accounts for consideration. It was noted that the set of accounts that were submitted had been annotated the money had been spent or allocated, with no indication of further income.
- ii) The applicant specifies with clarity why the money is required (see guidance note 6)
- iii) Confirmation that the organisation has applied to other local councils on the Rame peninsula.

## **08-14FGP Correspondence**

a) Cornwall Antony Estate – Cancellation of Meeting (as advised by the Town Mayor).

Noted.

b) M A Watkiss – Town Beach (Inc. Rendel Park and Promenade).

Noted. It was confirmed that Councillor B Hobbs had removed the tyres from Town beach and will also remove them from the promenade area where these were deposited. Councillor Hobbs will also contact Cornwall Council to clear away the brambles on the Promenade. The Mayor suggested that this area is incorporated into the zone 1 of the Cornwall Council cleaning regime. With reference to the costs of repairing the river wall, Mr Watkiss asserted that the cost of £50,000 is excessive and reported that a local contractor had assessed the cost of repairing the wall at £5,000. Mr Watkiss suggested that the excessive cost can only be the Joint Committees intentions of strengthening the land using the repairs due to storm damage to reduce any costs for a future planning application. It was understood that the Joint Committee had considered a possible use of Rendel Park to construct new ferry offices. Members suggested that the priority was to get the park opened for public use and this had been obtained. However it was suggested assurances to dissuade any concerns that the high repair cost is not a prelude to an application to build on the park might be advisable. The Mayor reported that the repairs at the cost submitted by the Bridge and Ferry Manager had been approved by the Bridge and Ferry Committee.

c) AON – Insurance Information.

Noted. It was also noted that this Council had a three year contract with Zurich Insurance.

## **09-14FGP Planning Applications**

a) PA14/02227 – 23, Roeselare Avenue, Torpoint – Proposed double garage and store.

Recommend refusal. It is considered the current proposal as large as the previous application that was refused and does not considered the reasons for the previous refusal have been addressed. It is also considered the current proposal represents an over development of the site and has an impact of light reduction to neighbouring properties.

## **10-14FGP Personnel and HR Matters**

The Committee reviewed outstanding HR policies that were required and suggested that these should be available for the summer months of this Committee. The re-allocation of policies between committees was also reviewed. The situation with the Caretaker/Handyman who had been on long term sickness absence was briefly discussed but it was conceded that the appropriate actions were being taken with Occupational Health and other medical consultants and further information was awaited.

**11-14FGP Accounts for payment**

PAYEE	REASON	GROSS	(VAT)	NETT
Westernweb	Website (to accommodate Tyhee Times)	36.00	6.00	30.00
EDF Energy	Electricity (Council Chambers)	1,299.71	216.62	1,083.09
Torpoint Computers	Virus Control	51.00	8.50	42.50

**12-14FGP Date of next meeting**

Monday 2<sup>nd</sup> June 2014.

**13-14FGP Any business that has been disclosed to the Chairman and members prior to the meeting.**

None

Meeting closed at 8.12pm .....Chairman