



TORPOINT TOWN COUNCIL

NOTICE is hereby given that a meeting of the Finance and Operations Committee will be held on Monday 27th February 2023 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 30th January 2023.
- 4. Matters Arising from the minutes (Monday 31st October 2022)**
 - a) Sparrow Park sign (minute 104-22F&O (a) refers).
 - b) Civic Functions (minute 104-22F&O (c) refers).
 - c) Memorial bench in memory of Mr Powles (minute 104-22 (c) refers).
 - d) Town Clock proposed repairs (minute 104-22F&P (f) refers).
 - e) Buller Road entrance additional quotation replacement door (minute 104-22F&O (g) refers).
 - f) Wallgate units (minute 104-22F&O (h) refers).
- 5. To consider Policies referred to this Committee**
 - a) Health and Safety Policy (to follow).
 - b) Safeguarding Policy (to follow).
 - c) Model Councillor – Officer and Civic Protocols (to follow).
 - d) Financial Risk Management protocols (to follow/with Insurance updates).
- 6. To consider the Council Risk Management**
 - a) Creditors/Debtors (to follow).
 - b) Budget Variance – Finance and Operations Committee responsibilities (January 2023 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) Internal Controls Scrutiny undertaken February 2023 (to follow).
 - e) Insurance Renewal – Fleet insurance for period March 2023 – '24 and annual renewal for 1st April 2023 – '24 (information as circulated).
- 7. Planning Applications**
 - a) PA23/01188 Non-material amendment in relation to decision notice PA19/00909 dated 29/04/2019 for proposed amendment to off street parking layout.
York House, 3A York Road, Torpoint PL11 2LG.
- 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) Employer Newsletter Cornwall Pension Fund February 2023 (as circulated).
- b) Report of Free of Charge Use – The Coppola School of Performing Arts (as circulated).
- c) New Hardship Fund Financial Support – St Columba Rugby Ltd. (as circulated).
- d) Public Sector Deposit Fund – Update – CCLA (as circulated).

11. Climate Emergency Action Plan

- a) To consider the actions relating to this Committee.

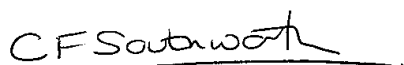
12. Accounts for Payment.

PAYEE	Invoice Number	Total	TAX	NET	Description
Cornwall Council	INV 8100333558	32.22	5.37	26.85	Dog waste bags - Library
Kathy's Fruit & Veg	INV 58	35.60	0.00	35.60	Café Supplies - Library
Cornish Tea & Cornish Coffee Co Ltd	INV SL68547	316.62	0.00	316.62	Café Supplies - Library
RD Johns Ltd	INV 282843	78.50	11.20	67.30	Café Supplies - Library
David Ogilvie Engineering	PO-0288 INV 189268	1,161.60	193.60	968.00	Memorial Bench - Harvey Hill
Cornish Tea & Cornish Coffee Co Ltd	INV SL68618	120.00	0.00	120.00	New contract - coffee machine rent - in advance
AP Electrical Contractors Ltd	INV 10510/2022	94.80	15.80	79.00	Call out for bar plug sockets Council Chambers
Cornish Tea & Cornish Coffee Co Ltd	INV SL68615	452.20	0.00	452.20	Price per cup up to 15th February 2023
SMP Pipe Systems Limited	INV 3824	552.00	92.00	460.00	Gas Safety Checks Library / Council Chambers

13. Date of next meeting.

Monday 3rd April 2023.

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

Tuesday 21st February 2023