

## TORPOINT TOWN COUNCIL

NOTICE is hereby given that a meeting of the Asset Management and Operations Committee will be held on Thursday 6<sup>th</sup> November 2014 at 7.00 p.m. in the Council Committee Room, 4, York Road, Torpoint. (Members please note – an address will be made by Hyder Consultants on the planned Yonderberry Jetty at 7pm. The meeting will follow the address).

### AGENDA

**1. Apologies for absence.**

**2. Declarations of interest relating to items on the Agenda.**

**3. Minutes of the previous meeting.**

Minutes of the meeting held on Thursday 2<sup>nd</sup> October 2014.

**4. Matters arising from the Minutes.**

**5. Report from the Town Administrator.**

Report on matters relating to council assets and facilities.

**6. Policies Reviewed by this Committee.**

a) Data Protection, Records Management Policy and Records Retention (to follow).

**7. To consider the Council Business Risk Management**

Review of the fixed asset condition survey undertaken by the Chairman and Assistant Town Clerk.

**8. Items referred to this Committee.**

a) Town Emergency Plan.

**9. Health and Safety.**

a) Operational Procedures

**10. Communication Strategy.**

a) Marketing and Communication Working Party Report.

**11. Council Chambers and Other Property.**

**12. Correspondence.**

a) Scope – House to House Collections.

b) Sherryl Murray MP – Town Councils & Fly a Flag for the Commonwealth 9<sup>th</sup> March 2015.

**13. Planning Applications.**

a) PA14/09445 – 36, Sycamore Drive, Torpoint – Extension at rear of property.

b) PA14/09772 – 2, Woodland Way, Torpoint – Demolition of rear porch; extension to kitchen and realignment of existing rear extension roof.

c) PA14/09790 – 7, Thanckes Close, Torpoint – Retrospective: Single storey extension and installation of a Biomass Boiler.

d) PA14/09953 – Plot 6A, Trevol Business Park, Torpoint – Siting of Air Conditioning Condensers to the rear elevation.

e) PA14/10228 – 26, Marine Drive, Torpoint – Removal of condition 4 of decision PA14/08269 (proposed two-storey extension to create a self-contained annexe. Renewal of existing aluminium double-glazed windows and doors to PVC double glazed including alteration of first floor bed 1 window to inward opening double glazed PVC doors with Juliet balcony to south elevation. Formation of raised timber decking adjacent to ground floor lounge double doors to south elevation) with regard to obscure glazing.

- f) PA14/10230 – 26, Marine Drive, Torpoint – Proposed two storey rear extension. Renewal of existing double glazed windows and doors to PVC double glazed including alteration of first floor bed 1 window to inward opening double glazed doors with Juliet balcony to south elevation. Formation of raised timber decking adjacent to ground floor lounge double doors to south elevation. (Plans can be viewed on-line at <http://planning.cornwall.gov.uk/online-applications> and searching under the application number).

**14. Accounts for payment.**

PAYEE	REASON	GROSS	(VAT)	NETT
Clear Sight	Window Cleaner	60.00	0.00	60.00
Viking Direct	Coffee	9.96	0.08	9.88
Trebor Maintenance	Grounds Maintenance (Sept)	249.60	41.60	208.00
M Acton	Laundry	67.00	0.00	67.00
EDF Energy	Haldo Piller	5.36	0.83	4.53

**15. Date of next meeting.**

Thursday 4<sup>th</sup> December 2014.

**16. Any Business that has been disclosed to the Chairman and members prior to the meeting.**

Chris Harris Town Clerk

Thursday 30<sup>th</sup> October 2014