

TORPOINT TOWN COUNCIL

NOTICE is hereby given that a meeting of the Asset Management and Operations Committee will be held on Thursday 4th December 2014 at 7.00 p.m. in the Council Committee Room, 4, York Road, Torpoint to which members are summoned.

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 6th November 2014.

4. Matters arising from the Minutes.

- a) Ride on mower – Assistant Town Clerk
- b) Town Emergency Plan – Town Clerk/Councillor Mrs J M Martin
- c) Fly a flag for the Commonwealth – Assistant Town Clerk
- d) Automated External Defibrillator (AED) device – Assistant Town Clerk

5. Report from the Assistant Town Clerk.

Report on matters relating to council assets, facilities and Operations.

6. Policies Reviewed by this Committee.

- a) Environment Policy.

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.

9. Health and Safety.

- a) Operational Procedures – update.
- b) Legionella Management
- c) Fire Risk Assessment Review

10. Communication Strategy.

- a) Communications and Marketing Working Party Report.

11. Correspondence.

- a) Alleged Statutory Nuisance – Cornwall Council
- b) Cornwall Blind Association – Grant income request for an application form
- c) M A Watkiss – copy of letter to Tamar Bridge & Torpoint Ferry Offices
- d) Memorial Bench request to purchase – E Sims

12. Planning Applications.

- a) PA14/10775 – Plot 6A Trevol Business Park, Trevol Road, Torpoint – Advert Consent: 3 internally illuminated fascias, 1 internally illuminated projection sign and 1 non-illuminated reverse applied window graphic

(Plans can be viewed on-line at <http://planning.cornwall.gov.uk/online-applications> and searching under the application number).

13. Accounts for payment.

PAYEE	REASON	GROSS	(VAT)	NETT
Streetmaster	Commemorative Bench	964.80	160.80	804.00
M Acton	Laundry	33.00	0.00	33.00
BNP Paribas	DD Lease Photocopier	486.72	81.12	405.60

14. Date of next meeting.

Thursday 5th February 2015.

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

Chris Harris Town Clerk

Thursday 27th November 2014