



TORPOINT TOWN COUNCIL

NOTICE is hereby given that a meeting of the Finance and Operations Committee will be held on Monday 1st July 2024 at 7.00pm in the Council Committee Room, 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 & Operations Committee meeting held on Monday 3rd June 2024.
- 4. Matters arising from the minutes**
 - a) Civic Functions and other events (minute 21-24F&O (a) refers).
 - b) Information request for further information, reference information request from: Chris Mackenzie – ICO (minute 21-24F&O (b) refers) (Clerk to update).
 - c) Respond to consultation of the formation of a hard federation between Furlanesend Community Primary School and Carbeile Junior School (minute 27-24F&O (h) refers).
- 5. To consider Policies referred to this Committee**
 - a) Financial Regulations and Best Value Statement (to follow).
 - b) Investment Strategy (to follow).
- 6. To consider the Council Risk Management**
 - a) Creditors/Debtors (presented at the meeting).
 - b) Budget Variance – Finance and Operations Committee responsibilities (May 2024 - Budget Variance Information) (as previously circulated).
 - c) Operations Report - Report on any matters relating to council assets, facilities and operations, including the Library and Christmas (as circulated - from the Operations Manager).
 - d) Documentation for the Annual Governance and Accountability Return and Year End Accounts for 2023-24, the Notice of Public Rights and Publication of Unaudited Annual Governance and Accountability Return (Exempt Authority) placed on the council noticeboards, uploaded to social media and forwarded to the External Auditor (as circulated).
- 7. Planning Applications.**
 - a) None.
- 8. Items Referred to this Committee**
 - a) None.
- 9. Health and Safety**
 - a) Reports and any new, proposed regulations/legislations and current issues.
 - b) Fire Risk Assessment for all buildings to be reviewed.
- 10. Climate Emergency Action Plan**
 - a) To consider the actions relating to this Committee.

11. Accounts for Payment.

PAYEE	Invoice Number	Total	TAX	NET	Description
Cornwall Council	8100487052	651.52	108.59	542.93	Emptying of 1 x private litter bin 2023/2024 & 2024/2025
Create Signs	1638	72.00	12.00	60.00	Sign for Water Refill Station
DJW Window Cleaning	INV0069	55.00	0.00	55.00	Window Cleaning Council Chambers
DJW Window Cleaning	INV0068	30.00	0.00	30.00	Bus Shelter Cleaning
Andy Campfield	Dday 80	30.00	0.00	30.00	Photographs for D-Day 80 events
Page Construction LTD	Tennis Hut	1,776.00	296.00	1,480.00	Suppy and Fit 2 x heavy duty doors to tennis hut
Mole Valley Farmers	IN206855148	102.09	10.99	91.10	Kindling etc for Beacon Lighting
Francis Thomas	6893	193.80	32.30	161.50	Repairs to Mower
Cornish Coffee	SL87551	157.72	0.00	157.72	Café Supplies Library
Moor 2 Shore	1732	150.00	0.00	150.00	Carpet Cleaning in Library Childrens Area
TOTAL		3,218.13			

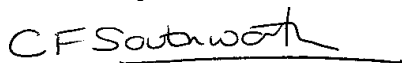
12. Correspondence

- a) Grant application – Guard – up Boxing CIC (as circulated).
- b) Grant application – Mr P Smith, for Cremyll Road defibrillator monitoring for 3 year period (as circulated).
- c) Application for free of charge usage – Torpoint Town Partnership (as circulated).
- d) Proposed Telecommunications Cell Site Installation at Antony Road, PL11 2NH – BeaconComms (acting for MBNL on behalf of EE Limited and Hutchinson 3G (UK) Limited) (as circulated).
- e) Employer Newsletter June 2024 – Cornwall Pension Fund (as circulated).
- f) Questions to Torpoint Town Council from Beat4autism CIC representative – L Reeves (as circulated).
- g) Application for free of charge usage – Play Tots (to follow).
- h) Next Council Elections – Mr P Bridge (correspondence and reply already provided by Clerk) (as circulated).
- i) Memorial Bench (SIMS) on Chapeldown Road – Ms Sims, complaint regarding the overgrowth in front of the memorial bench (to follow).
- j) CALC: News round-up 25/06/2024 – CALC (as circulated).

13. Date of next meeting.

Monday 2nd September 2024.

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 25th June 2024