

TORPOINT TOWN COUNCIL

NOTICE is hereby given that a meeting of Torpoint Town Council will be held on Thursday 18th December 2014 at 7.00pm in the Council Committee Room, 4, York Road, Torpoint at which you are summoned to attend.

AGENDA

1. Apologies for absence.

2. Declarations of Interest relating to matters on the Agenda

3. Police Report.

a) Police Report (as circulated).

4. Minutes of the previous meeting.

Minutes of the meeting held on Thursday 20th November 2014.

5. Matters arising from the minutes.

- a) Cornwall Council Report (minute 108-14(a) refers – update from Councillor Hobbs).
- b) Weed Control Strategy (minute 108-14(b) refers).
- c) Harvey Street Flower Beds and Railings – minute 113-14 refers)

6. Mayor's communications.

7. Question of which notice has been given or notice of motion.

8. Planning Applications.

- a) PA14/11412 – 63, Sycamore Drive, Torpoint – Single storey rear extension – change of use of garage to study, window formed in garage door and porch extension.
(Plans can be viewed on-line at <http://planning.cornwall.gov.uk/online-applications> and searching under the application number).

9. Minutes of the Development and Localism Committee

To receive the Minutes of the meeting held on Thursday 27th November 2014.
To consider the recommendation in minute 53-14DL (Localism)

10. Minutes of the Finance and Personnel Committee.

To receive the Minutes of the meeting held on Monday 1st December 2014.

To consider the recommendations in minutes

83-14FGP (a) (Pay and Conditions Policy), 83-14FGP (b) (Section 137 Application Form and Guidance Notes), 83-14FGP (c) (Use of facilities at No Cost and Guidance Notes), 84-14FGP (a) (Overtime and Casual Hours), 84-14FGP (b) (Creditors/Debtors), 84-14 (c) (Internal Controls Scrutiny Process), 85-14FGP (a) (Civic Functions), 85-14FGP (b) (Torpoint Archives), 86-14FGP (a) (Torpoint Silver Band – Request to use Council facilities at no cost), 86-14FGP (b) Young People Cornwall – Meeting to discuss Young People in Cornwall) and 88-14FGP (Accounts for payment).

Assistant Town Clerk's 6 month Appraisal – Town Clerk/Councillor Mrs J M Martin (Confidential)

11. Minutes of the Asset Management and Operations Committee.

Minutes of the meeting held on Thursday 4th December 2014

To consider the recommendations in minutes

97-14FP (b) (Town Emergency Plan), 97-14FP (c) (Fly a flag for the Commonwealth), 98-14FP (n) (Memorial Bench – E Sims), 99-14FP (a) (Environment Policy), 103-14FP (a) (Communication

Strategy – 3 recommendations), 103-14FP (d) (Marketing Folders) and 108-14 FP (Revised Rendel Park Maintenance Agreement).

12. To approve the meetings calendar for 2015.

As circulated.

13. Financial Comparison.

To approve the November Financial Comparison (as circulated).

14. Accounts for payment.

PAYEE	REASON	GROSS	VAT	NET
British Telecom	Phone Bill	28.92	4.82	24.10
CORY Environmental	Wheelie Bin	95.64	15.94	79.70
Cornwall Council	Non-Domestic Rates (Jan)	1,061.00	0.00	1,061.00
BUNZL	Cleaning/Sanitary Materials	104.09	17.35	86.74
Trebor Maintenance	Grounds maintenance (Nov)	249.60	41.60	208.00
Trebor Maintenance	Grounds maintenance (Dec)	249.60	41.60	208.00
R N Benwell & Associates	Asbestos Inspection	306.00	51.00	255.00
S Elliott (Builder)	Fix baby changing unit	50.00	0.00	50.00
Cornerstone Vision	Tyhee Times	120.00	20.00	100.00
British Gas	Gas Invoice	892.18	148.69	743.49
Don Benson	Clock Winding	28.00	0.00	28.00
Clear Sight	Window Cleaner	60.00	0.00	60.00
Cornwall Council	Garage Storage Rent (1.12-28.12)	47.76	7.96	39.80
Cornwall Council	Garage Storage Rent (29.12-01.02)	71.53	11.92	59.61
SLCC	Subscription	270.00	0.00	270.00
Dantek Environmental Ser	Legionella Training/Systems	540.00	90.00	450.00
Defence Estates	Fees seat at Yonderberry	35.00	0.00	35.00
ITEC	Photocopies	37.98	6.33	31.65
Viking Direct	Stationery/Stamps	104.49	8.58	95.91

15. Correspondence.

- a) Samuels Solicitors – Protecting your community's assets.
- b) CORY Environmental – Annual Price Review.
- c) Christmas card – From Sheryl Murray MP.
- d) Highways Weed Spraying 2015 – Receipt of quotations from CORMAC and Weed Control SW.

16. Reports.

- a) Cornwall Council.
- b) Torpoint Town Partnership.

17. Date of next meeting.

Thursday 16th January 2015.

C R Harris

Town Clerk

Thursday 11th December 2014

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Open Forum

