



TORPOINT TOWN COUNCIL

NOTICE is hereby given that a meeting of the Finance and Operations Committee will be held on Monday 2nd September 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 1st July 2024.
- 4. Matters arising from the minutes**
 - a) Civic Functions and other events (minute 35-24F&O (a) refers).
 - b) Alleged 'spraying' of hedge and bushes along Chapeldown Road (minute 45-24F&O refers).
- 5. To consider Policies referred to this Committee**
None.
- 6. To consider the Council Risk Management**
 - a) Creditors/Debtors (presented at the meeting).
 - b) Budget Variance – Finance and Operations Committee responsibilities (July 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 (to follow - from the Operations Manager).
 - d) Any update from the External Auditor for the AGAR and year end accounts for 2023-24.
- 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.
 - c) Annual Parks Inspection Reports (as previously circulated).
- 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		100.21	0.00	100.21	Business Rates Room 4 for 2023/2024 (01/02/2024-31/03-2024)
Cornwall Council		89.28	0.00	89.28	Business Rates Room 4 for 2024/2025

					September
Blakedown Sport & Play	S34143	5,698.56	949.76	4,748.80	Thanckes Park Tennis Court Refurbishment Works Cont.
Huxter and Davey		135.00	0.00	135.00	Opticians and Glasses for Philip Griffiths
Dan Maskell		600.00	0.00	600.00	Contribution Towards the Provision of Wheelchairs for Tennis
Foy - Air Enterprises Little Mops	2225	114.57	19.10	95.47	Consumables Council Chambers
Foy - Air Enterprises Little Mops	2226	262.18	43.70	218.48	Consumables Public Conveniences
Foy - Air Enterprises Little Mops	2227	88.75	14.80	73.95	Consumables Library
Cornish Coffee	SL89824	135.38	0.00	135.38	Café Supplies Library (7th August)
Caradon Tool & Plant	247450	140.04	23.34	116.7	Maintenance to Rooms 1 and 2 Council Chambers
Clifton Emery Design	SL4773	3000.00	500.00	2500.00	Preparation of the Torpoint Masterplan
Richards	905221	22.39	3.73	18.66	Maintenance Council Chambers
Richards	905254	24.40	4.06	20.34	Maintenance Council Chambers
Richards	905057	30.44	5.08	25.36	Maintenance Council Chambers
Richards	904135	70.64	11.78	58.86	Maintenance Parks
Richards	903185	15.78	2.63	13.15	Maintenance Parks
Richards	903173	38.27	6.38	31.89	Maintenance Council Chambers
St John Ambulance	SP24005008	137.28	22.88	114.40	Provision of First Aid and Medical Cover for Torpoint Civic Parade
Chatlink	April - July 2024	1546.04	0.00	1546.04	SLA Agreement - Provisions of Community Sessions at Torpoint Library
L&L Diverse Solutions LTD	019/2024	2466.00	411.00	2055.00	3 Days Consultancy at £685 per day.
Cornish Coffee	SL88789	280.44	0.00	280.44	Café Supplies Library (17th July)
Cornish Coffee	SL90422	165.83	0.00	165.83	Café Supplies Library (21st August)
TOTAL		15,061.27			

12. Correspondence

- a) Re: EN24/00424 – Land at Fisgard Way – copy of emails (as circulated)
- b) Environmental Information Regulations 2024 (EIR) Decision Notice - Ref: IC-289145-K7J9 – ICO (Information Commissioners Office) (as circulated).
- c) Communication from UNISON – balloting members (as circulated).
- d) Hope for Cornwall Tuesday 17 September 2024 at Hall for Cornwall public invitation (as circulated).
- e) Wheelchair Offer Letter - Dan Maskell Tennis Trust (as circulated).
- f) Grant application – CAB Cornwall (as circulated).
- g) Maintenance of Park Courts – LTA (as circulated).

13. Date of next meeting.

Monday 30th September 2024.

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

C F Southworth

Mrs C F Southworth Cert (HE), BA (Hons), FSLCC
Town Clerk and RFO

Tuesday 27th August 2024