



## TORPOINT TOWN COUNCIL

NOTICE is hereby given that a meeting of the Finance and Operations Committee will be held on Monday 30<sup>th</sup> September 2024 at 7.00pm in the Council Committee Room, York Road, Torpoint to which all members of this Committee are summoned to attend.

**Representatives from Torpoint Ramps Forum are giving a brief presentation to the committee, starting at 7.00pm.**

### 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 2<sup>nd</sup> September 2024.
- 4. Matters arising from the minutes**
  - a) Civic Functions and other events (minute 49-24F&O (a) refers).
  - b) Renewal of Library and Community Hub lease (minute 51-24F&O (b) refers).
  - c) Grant acceptance from The Dan Maskell Tennis Trust for two sports wheelchairs and storage of the same (minute 56-24F&O refers).
- 5. To consider Policies referred to this Committee**
  - a) To have initial discussions on the drafting of a Civic Chain Storage Policy for the Mayoral Chain of Office, following receipt of the insurance valuation.
- 6. To consider the Council Risk Management**
  - a) Creditors/Debtors (presented at the meeting).
  - b) Budget Variance – Finance and Operations Committee responsibilities (August 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) Initial budget discussions for 2025/26, using the council's Action Plan (as circulated), including any new Project Initiation Documents.
- 7. Planning Applications.**
  - a) PA24/06066 - Loft conversion (raise roof ridge) and balcony - Ponsharden, Albion Road, Torpoint PL11 2LX (The consultee comment deadline on this planning application expired on 19/09/24, Clerk has sought an extension from Cornwall Council Planning.) <https://www.cornwall.gov.uk/planning-and-building-control/planning-applications/online-planning-register/>.
- 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
L&L Diverse Solutions LTD	020/2024	3,288.00	548.00	2,740.00	4 Days Consultancy at £685 per day.
<b>TOTAL</b>		<b>3,288.00</b>			

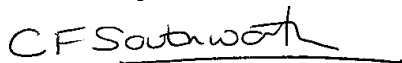
**12. Correspondence**

- a) Free of Charge Report, Torpoint Town Partnership, Family / Charity Dog Show (as circulated)
- b) Report following investigation undertaken by the Public Procurement Review Service, following receipt of complaint, to understand how contract awards are made (as circulated).
- c) Grant application – YMCA Torpoint (Part of YMCA Plymouth) (as circulated).
- d) Request for support and use of council resources for forthcoming community Bonfire and Fireworks display – Friday 1<sup>st</sup> November – 2<sup>nd</sup> Torpoint Sea Scouts (as circulated).
- e) Funding request with full grant application to follow – Torpoint AFC (as circulated).

**13. Date of next meeting.**

Monday 4<sup>th</sup> November 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

Monday 23<sup>rd</sup> September 2024