

TORPOINT TOWN COUNCIL

NOTICE is hereby given that a meeting of the Finance and Personnel Committee will be held on Monday 2nd February 2015 at 7.00pm in the Council Committee Room, 4, York Road, Torpoint to which 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 meeting held on Monday 1st December 2014.

4. Matters arising from the minutes.

- a) Internal Controls Scrutiny Process—Councillor B Hobbs (as circulated) (min 84-14FGP(c) refers).
- b) Civic Functions (min 85-14(a) refers).

5. To consider Policies Delegated to this Committee

- a) Lettings Policy (as circulated).
- b) Equal Opportunities Policy (as circulated)
- c) Internal Audit Service (as circulated)

6. To consider the Council Risk Management

- a) Overtime – Assistant Town Clerk (as circulated).
- b) Creditors/Debtors – Assistant Town Clerk (as circulated).
- c) Staff Holiday Entitlement Casual Caretaker and Cleaner) (Report from Assistant Town Clerk).
- d) HR Policies and Procedures (Organisational Framework).

7. Items referred to this Committee.

None.

8. Correspondence.

- a) Cornwall Council – Local Maintenance Partnership 2015 – Eligible Funding £409.
- b) Rame Peninsula Public Transport Users Group – Request to use Council facilities at no cost.
- c) PCC – Police and crime Plan (as circulated).
- d) Coppola Christmas Show – Surplus funds from the show.

9. Planning Applications.

- a) PA15/00258 – 26, Marine Drive, Torpoint – Proposed two storey rear extension including internal alterations. Renewal of existing aluminium double glazed windows and doors to PVC double glazed including alteration of first floor bed 1 window to inward opening double glazed PVC doors and Juliet balcony to south elevation. Formation of raised timber decking adjacent to ground floor lounge double doors to south elevation. Installation of access door in rear wall of boundary to provide pedestrian access to existing pedestrian walkway.

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

10. Accounts for payment

PAYEE	REASON	GROSS	(VAT)	NETT
SW Water	Antony Road Toilets	131.79	9.94	121.85
Cornwall Council	Salaries	22,084.04	0.00	22,084.04
BUNZL*	Sanitary/Cleaning Supplies	65.34	10.89	54.45
Hampshire Flag Company	Commonwealth Flag	74.99	12.50	62.49

*Credit note for £8.39 (gross) has been received from BUNZL

11. Date of next meeting.

Monday 2nd March 2015.

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

Chris Harris

Monday 26th January 2015