

TORPOINT TOWN COUNCIL

NOTICE is hereby given that a meeting of the Asset Management and Operations Committee will be held on Thursday 5th February 2015 at 7.30 p.m. in the Council Committee Room, 4, York Road, Torpoint to which members are summoned.

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 Thursday 4th December 2014.

4. Matters arising from the Minutes.

- a) Fly a flag for the Commonwealth – Assistant Town Clerk (minute 97-14FP(c) refers).
- b) Salt Bins (minute 101-14FP (a) refers)

5. Report from the Assistant Town Clerk.

Report on matters relating to council assets, facilities and Operations (as circulated).

6. Policies Reviewed by this Committee.

7. To consider the Council Business Risk Management

Update on the fixed asset controls.

8. Items referred to this Committee.

9. Health and Safety.

- a) Fire Risk Assessment.

10. Communication Strategy.

Communications and Marketing Working Party Report (to follow).

11. Correspondence.

- a) Cornwall Council – Draft Renewable Energy Supplementary Planning Document Consultation.
<http://www.cornwall.gov.uk/renewables>
- b) Plymouth City Council – Plymouth Plan
<http://www.plymouth.gov.uk/plymouthplan>

12. Planning Applications.

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

13. Accounts for payment.

PAYEE	REASON	GROSS	(VAT)	NETT
Clear Sight	Window Cleaner	60.00	0.00	60.00
Trebor Maintenance	Grounds Maintenance (Jan 15)	249.60	41.60	208.00
G W Brown	Archives Roof	495.00	0.00	495.00
C E Builders	Roof Pearn's Passage	840.00	140.00	700.00
C E Builders	Shed Door Benodet Park	456.00	76.00	380.00
C E Builders	Repairs - Vanity Room Floor	336.00	56.00	280.00
SW Water	Water Supply 14/10-22/1	779.61	0.00	779.61

Reissue of lost cheques (original cheques cancelled by the Assistant Town Clerk)

004998 – Torpoint and Rame Youth Project £1,000

005010 – S Elliott Builders - £50

14. Date of next meeting.

Thursday 5th March 2015.

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

Chris Harris Town Clerk

Thursday 29th January 2015