

TORPOINT TOWN COUNCIL

NOTICE is hereby given that a meeting of the Finance and Personnel Committee will be held on Monday 2nd March 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 2nd February 2015.

4. Matters arising from the minutes.

- a) Civic Functions (min 94-14FGP (b) refers).
- b) Revised Terms of Reference – (min 96-14FGP (c) refers – see also 102-14FGP).
- c) Revised Pay and Conditions Policy - (min 96-14FGP (c) refers – see also 102-14FGP).

5. To consider Policies Delegated to this Committee

- a) Standing Orders (as circulated).
- b) Financial Regulations and Best Value Statement (as circulated).
- c) Internal Controls Self-Assessment (as circulated).
- d) Statement of Internal Control (as circulated).

6. To consider the Council Risk Management

- a) Overtime – Assistant Town Clerk (to follow).
- b) Creditors/Debtors – Assistant Town Clerk (to follow).
- c) HR Policies and Procedures (Organisational Framework) – Lead Practitioners.

7. Items referred to this Committee.

None.

8. Correspondence.

- a) Cornwall International Male Choral Festival – Request for financial assistance.
- b) CHAT – Request to use Council facilities at no cost.
- c) K Taylor – Information for use of facilities at no cost.

9. Planning Applications.

(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
Ian Baard	Travelling - Dog Warden	33.30	0.00	33.30
Ian Baard (Torpoint H/ware)	Angle Grinder	38.75	6.46	32.29
BUNZL	Sanitary/Cleaning Supplies	29.82	4.97	24.85
Wilkinsons	PAT Testing	594.00	99.00	495.00
Streetmaster*	Commemorative Bench	981.60	163.60	818.00

*Recipient will be charged £818.00

11. Date of next meeting.

Monday 30th March 2015.

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

Chris Harris

Tuesday 24th February 2015