

## TORPOINT TOWN COUNCIL

NOTICE is hereby given that a meeting of the Asset Management and Operations Committee will be held on Thursday 5<sup>th</sup> March 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 5<sup>th</sup> February 2015.

**4. Matters arising from the Minutes.**

a) Salt Bins (minute 112-14FP (b) refers).

**5. Report from the Assistant Town Clerk.**

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

a) Security – Key audit update

**6. Policies Reviewed by this Committee.**

**7. To consider the Council Business Risk Management**

Update on the fixed asset controls (Assistant Town Clerk).

**8. Items referred to this Committee.**

**9. Health and Safety.**

a) Fire Risk Assessment and Issues (update).

b) Legionella management (Assistant Town Clerk).

**10. Communication Strategy.**

Communications and Marketing Working Party - Update.

**11. Correspondence.**

None

**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
Ability Lifts	Service	540.00	90.00	450.00

**14. Date of next meeting.**

Thursday 2<sup>nd</sup> April 2015.

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