



TORPOINT TOWN COUNCIL

NOTICE is hereby given that a meeting of the Finance and Operations Committee will be held on Monday 30th March 2026 at 7.00pm in the Council Committee Room, York Road, Torpoint to which all members of this Committee are summoned to attend.

(Please note: - All members are summoned to attend and participate in agenda items 1-5 inclusive and the Town Mayor will Chair the meeting for these agenda items).

AGENDA

- 1. Apologies for absence.**
- 2. Declarations of interest relating to items on the Agenda.**
 - a) To receive any declarations from Members of any registerable (5A of the Code of Conduct) and/or non-registerable (5B) interests in matters to be considered at this meeting.
 - b) The Town Clerk to receive written requests for dispensations prior to the start of the meeting for consideration.
- 3. Election of Town Mayor Designate for the Civic Year 2026-27.**
- 4. Election of Deputy Town Mayor Designate for the Civic Year 2026-27.**
- 5. Appointment of Town Council Committees and Appointment of Delegates to Outside Bodies for the Civic Year 2026-27** (Working Paper attached).
- 6. Minutes of the previous meeting.**

Minutes of the previous Finance & Operations Committee meeting held on Monday 2nd March 2026.
- 7. Matters arising from the minutes**
 - a) To update Torpoint Christmas lights 2025/2026 repair to building (minute number 130-25F&O (a) refers).
 - i) To note: Festive Lighting is no longer able to offer the ability to browse their stock in the warehouse. However, if the team [at Torpoint] wish to select some motifs they would like to see from the catalogue, [Stock Catalogue](#), the team can get them out ready to be looked at.
 - b) To update on progress with CCTV proposals for Harvey Street (minute number 130-25F&O (b) refers).
 - c) To update on Enhanced LMP Grant opportunity for 2025 – 2026 (minute number 130-25F&O (c) refers).
 - d) To update on Memorial plaque and tree for the family of Mr Ackland (minute number 130-25 F&O (e) refers).
 - e) To update on Memorial plaque for Roger Cook (minute number 130-25F&O (f) refers).
 - f) To confirm Wallgate contract is in place (minute number 133-25F&o (c) refers).
 - g) To confirm Insurance renewal for 1st April 2026 – 31st March 2027 is in place (minute number 133-225F&O (d) refers).
- 8. To consider Policies referred to this Committee.** None.
- 9. Civic Functions and other events.**

Mayor's Civic Service 2026 – Confirmed booking for Sunday 20th September 2026 at St. James Church.

10. To consider the Council Risk Management

- a) Creditors/Debtors (presented at the meeting).
- b) Budget Variance – Finance and Operations Committee responsibilities (February 2026 - Budget Variance Information) (as previously circulated).
- c) Operations Report - Report on any matters relating to council assets, facilities and operations, including the Library and community hub and Christmas Lights (as circulated).
- d) To consider: Cyber Risk Insurance - Assessment – James Hallam (as circulated).

11. Items Referred to this Committee. a) None.**12. Planning Applications.**

- a) PA26/01060 Replacement Porch to the Front – 115 North Road, Torpoint PL11 2DU.
<https://planning.cornwall.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=TAKBJMFGFX100>

13. Health and Safety

- a) Reports and any new, proposed regulations/legislations and current issues including Martyn’s Law.
- b) Fire Risk Assessment for all buildings.

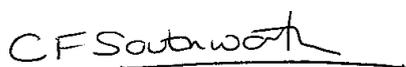
14. Climate and Environmental Action Plan a) To consider the actions relating to this Committee.**15. Accounts for Payment.**

PAYEE	Invoice Number	Total (£)	TAX (£)	NET (£)	Description
Cornish Tea & Coffee	SL112546	218.24	0.00	218.84	Café Supplies Library
FOY- AIR Lts - LittleMops	2396	311.83	51.97	259.86	Consumables all Venues
BT	VP91196470 - Q070CJ	905.16	144.19	760.97	Phone and Internet Charges - Quarterly
The Place Maker	00128B	400.00	0.00	400.00	Itemised Expenses for the Town of Culture 2028 Competition entry
Cornish Tea & Coffee	SL112373	120.00	0.00	120.00	Coffee Machine Rental
Awenek Studio CIC	1147	414.00	0.00	414.00	Art for Wellbeing at Library Jan – Feb '26
*Cornwall Council	TBC	93,282.08	72.00	93,210.08	Staff Salaries Q4, Jan – March '26 & Mayoral Allowance
TOTAL		95,651.31	268.16	95,383.15	

* Exact amount of invoice awaited also invoice number not known at time of agenda issue. This invoice will be processed for payment, in the financial year 2025-26. Invoice number not known at time of agenda issue

16. Correspondence

- a) To consider: Free of Charge use application, 2nd Torpoint Sea Scouts (as circulated).
- b) To consider: Free of Charge use application, Torpoint Community Cinema (as circulated).
- c) To consider: Application for Grant – 2nd Torpoint Sea Scouts (as circulated).
- d) To consider: BDO LLP Limited Assurance Regime year end 2025-26 – Link shared (as circulated).
- e) To note: Cornwall Pension Employer Update March 2026 – Cornwall Pension Fund (as circulated).
- f) To note: System Downtime and Launch of New App & Inspection Portal – The Play Inspection Company (as circulated).
- g) To note: Charging and price increases from EE/Engie/Corona Energy (as circulated).

17. Date of next meeting. Tuesday 5th May 2026.**18. Any Business that has been disclosed to the Chairman and members prior to the meeting.**


Town Clerk and RFO
Mrs C F Southworth Cert (HE), BA (Hons), FSLCC

Tuesday 24th March 2026