



## TORPOINT TOWN COUNCIL

NOTICE is hereby given that a meeting of the Finance and Operations Committee will be held on **Tuesday 1<sup>st</sup> September 2026** at 7.00pm in the Council Committee Room, York Road, Torpoint to which all members of this Committee are summoned to attend.

### 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. Minutes of the previous meeting.**

Minutes of the previous Finance & Operations Committee meeting held on Monday 29<sup>th</sup> June 2026.

**4. Matters arising from the minutes**

- a) To update Torpoint Christmas lights 2026/2027 (minute number 38-26F&O (a) refers).
- b) To update on Memorial plaque and rose for the family of Mr Ackland (minute number 38-26F&O (b) refers).
- c) To update on Memorial plaque for Roger Cook (minute number 38-26F&O (c) refers).
- d) To update on CCTV Project at Harvey Street (minute number 38-26F&O (d) refers).

**5. To consider Policies referred to this Committee.**

- a) Health and Safety Policy (to follow).
- b) CCTV Policy (to follow).
- c) Review Investment Strategy (minute number 39-26F&O (c) refers).

**6. Civic Functions and other events.**

- a) Mayor's Civic Service 2026 – Confirmed booking for Sunday 20<sup>th</sup> September 2026 at St. James Church.

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

- a) Creditors/Debtors (presented at the meeting).
- b) Budget Variance – Finance and Operations Committee responsibilities (July 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 (to follow).
- d) To update following submission of year-end to the External Auditor for year ended 2025/26 (Clerk).
- e) Parks Reports (as circulated).

**8. To note the approved Monthly Payroll Payments for August 2026.**

| Date          | Payee(s)                                           | Amount (£)       |
|---------------|----------------------------------------------------|------------------|
| 28 August '26 | 16 x employees (including Mayor Allowance)         | 20,669.94        |
| 28 August '26 | HMRC (to include NI, PAYE TAX etc.)<br>APPROXIMATE | 6,393.41         |
| 28 August '26 | Cornwall LGPS APPROXIMATE                          | 5,930.22         |
| <b>TOTAL</b>  |                                                    | <b>32,993.57</b> |

**9. Items Referred to this Committee.**

- a) None.

**10. Planning Applications.**

- a) PA26/04843 Conversion of part of the public house to residential studio flat, together with an extension. 37 Fore Street, Torpoint PL11 2AG.
- b) PA26/04214 Proposed development of 8 self-contained industrial units for Use Class B8 with associated landscaping, car parking and new vehicular access. Land Adj to Talbot Hall Figgard Way, Trevol Business Park, Torpoint.
- c) PA26/05188 Proposed redevelopment of Existing site with 6No Industrial Units in Two Blocks for Class B2 use – Phase 2. Drayton Mere Court, Figgard Way, Trevol Business Park, Torpoint.

**11. 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.

**12. Climate and Environmental Action Plan** a) To consider the actions relating to this Committee.

**13. Accounts for Payment.**

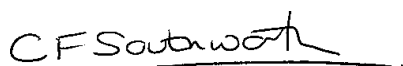
| PAYEE                 | Invoice Number | Total (£)        | TAX (£)         | NET (£)          | Description                                                   |
|-----------------------|----------------|------------------|-----------------|------------------|---------------------------------------------------------------|
| Cornish Tea & Coffee  | SL119394       | 120.00           | 0.00            | 120.00           | Coffee machine rental                                         |
| Screech Owl Sanctuary | 2805           | 288.00           | 48.00           | 240.00           | Event at Library                                              |
| AWL                   | 38894          | 13,824.88        | 2,304.13        | 11,520.70        | CCTV installation of 10 cameras and equipment @ Harvey Street |
| AWL                   | 38895          | 1,019.99         | 170.00          | 849.99           | CCTV installation of 1 camera and equipment @ Harvey Street   |
| Vincent's             | 197124         | 328.63           | 54.77           | 273.86           | Service of Grillo machinery                                   |
| Cornish Tea & Coffee  | SL117871       | 120.00           | 0.00            | 120.00           | Coffee machine rental                                         |
| Duchy Defibs          | JN2224         | 120.00           | 20.00           | 100.00           | Replacement pads for defib                                    |
| <b>TOTAL</b>          |                | <b>15,821.50</b> | <b>2,596.90</b> | <b>13,224.55</b> |                                                               |

**14. Correspondence**

- a) To note: CALC Letter of Concern, via Redruth Town Council (as circulated).
- b) To consider: Letter re cost of hiring facilities – Torpoint Play Tots (as circulated).
- c) To consider: Freedom of Information request, UK Town of Culture 2028 – Torpoint – Mr. J Carley (as circulated).
- d) To note: CALC: Financial Allowances (as circulated).
- e) To consider: request to temporarily store Mower – Horson Park Community Sports Hub (as circulated).

**15. Date of next meeting.** Monday 28<sup>th</sup> September 2026.

**16. 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

Thursday 20<sup>th</sup> August 2026