

TORPOINT TOWN COUNCIL

NOTICE is hereby given that a meeting of the Finance and Personnel Committee will be held on Monday 29th June 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 1st June 2015.

4. Matters arising from the minutes.

- a) Civic Functions (see Items referred to this Committee - below).
- b) Internal Audit Report – Risk Management Operational Manual (Clerk to update).

5. To consider Policies Delegated to this Committee

- a) Budget Monitoring Policy.

6. To consider the Council Risk Management

- a) Overtime/Casual Hours – Report from the Assistant Town Clerk (to follow).
- b) Debtors/Creditors - Report from the Assistant Town Clerk (to follow).
- c) Organisational Framework – Organisational Chart/Roles/Skills Audit (to follow).

7. Items referred to this Committee.

8. Correspondence.

- a) Torpoint Ferryboat Entertainers – Application for a grant.
- b) Food Revolution Day – Use of Council Facilities, financial information.
- c) Torpoint Scouts – Use of Council Facilities, financial information.
- d) Torpoint Archives – Armed Forces Day appreciation letter.
- e) Councillor Mrs C E Goodman – Armed Forces Day appreciation letter.

9. Planning Applications.

- a) PA15/04145 – Building to south of Greenview, 5-7 St James Road, Torpoint – Enlargement of existing garage into a garage/workshop and store – single storey.
- b) PA15/05276 – Gravesend Cottage, Albion Road, Torpoint – Front conservatory and single storey rear extension.

(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
Hampshire Flag Company	Armed Forces Day Flag	84.53	14.09	70.44
Celebration Pyrotechnics	Armed Forces Day - Fireworks	2,400.00	400.00	2,000.00
Clearsight	Window Cleaner	60.00	0.00	60.00
Viking Direct*	Stationery	279.76	38.71	241.05
Viking Safety Signs	H & S Safety Signs	128.45	21.41	107.04

*£10 credit note expected.

11. Date of next meeting.

Tuesday 1st September 2015.

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

Chris Harris

Monday 22nd June 2015