

TORPOINT TOWN COUNCIL

NOTICE is hereby given that a meeting of the Asset Management and Operations Committee will be held on Thursday 3rd September 2015 at 7.00 p.m. in the Council Committee Room, 1-3, Buller 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 2nd July 2015.

4. Matters arising from the Minutes.

- a) Hall Heating (minute 37-15FP (b) refers).
- b) Replacement Cooker (minute 37-15 (c) refers).
- c) Defibrillator (minute 37-15 (d) 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
- b) Antony Road Public Conveniences – Extended Opening hours.
- c) Torpoint Archives – Roof.

6. Policies Reviewed by this Committee.

- a) Health and Safety Policy (as circulated).

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) Electrical Installation Report.

10. Correspondence.

11. Planning Applications.

(Plans can be viewed on-line at <http://planning.cornwall.gov.uk/online-applications> and searching under the application number).

12. Accounts for payment.

PAYEE	REASON	GROSS	(VAT)	NETT
BUNZL	Cleaning/Sanitary Materials and Equipment	59.61	9.94	49.67

13. Date of next meeting.

Thursday 1st October 2015.

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