

TORPOINT TOWN COUNCIL

NOTICE is hereby given that a meeting of the Finance and Personnel Committee will be held on Monday 28th September 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 Tuesday 1st September 2015.

4. Matters arising from the minutes.

- a) Civic Functions.
- b) Councillor Skills Audit (for consideration (as circulated)) (Minute 49-15F&P (c) refers)

5. To consider Policies Delegated to this Committee

- a) Financial Risk Management Protocols (as circulated).
- b) Business Risk Management Policy (as circulated).
- c) Business Continuity Plan (as circulated).

6. To consider the Council Risk Management

- a) Overtime/Casual Hours – Report from the Assistant Town Clerk (as circulated).
- b) Debtors/Creditors - Report from the Assistant Town Clerk (as circulated).
- c) Organisational Framework – Staff Appraisals.

7. Items referred to this Committee.

8. Correspondence.

- a) The Coppola School of Performing Arts – Application to use Council facilities at no cost.
- b) Kelly Brown - Application to use Council facilities at no cost.
- c) Joyce Walsh – Application to use Council facilities at no cost.

9. Planning Applications.

None.

(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
M N Pearn (Coastline Catering)	A D Smith Retirement Function	25.00	0.00	25.00

11. Date of next meeting.

Monday 2nd November 2015.

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