

TORPOINT TOWN COUNCIL

NOTICE is hereby given that a meeting of the Asset Management and Operations Committee will be held on Thursday 1st October 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 3rd September 2015.

4. Matters arising from the Minutes.

- a) Hall Heating (minute 51-15 AMO (a) refers).
- b) Replacement Cooker (minute 51-15AMO (b) refers).
- c) Archives Roof (minute 52-15AMO (d) refers).
- d) Electrical Circuits (52-15 AMO (e) refers).
- e) Health and Safety Policy (53-15 AMO (a) refers).

5. Report from the Assistant Town Clerk.

Report on matters relating to council assets, facilities and Operations (to follow).

6. Policies Reviewed by this Committee.

7. To consider the Council Business Risk Management

Update on the fixed asset controls (Assistant Town Clerk).

8. Items referred to this Committee.

- a) Parish Lengthsman Scheme (from the D & L Committee).
- b) Town Council Maintenance Vehicle (from the D & L Committee).
- c) Replacement Benches – Location.

9. Health and Safety.

- a) Fire Risk Assessment and Issues (update).

10. Correspondence.

- a) Cornwall Council - Paperless Planning.
- b) Mrs B Smith – Route 32, Torpoint – Plymouth (and return) (Copy of letter).

11. Planning Applications.

- a) PA15/07788 – 3, Eliot Square, Torpoint – Provision of drop kerb to provide access to existing garage.

(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
Information Commissioner	Data Protection Registration (Direct Debit)	35.00	0.00	35.00
Clear Sight	Window Cleaner	60.00	0.00	60.00
Viking Direct	Calculator	5.99	1.00	4.99
British Gas	Standing Charge (Elec) Antony Road P/C	216.79	10.32	206.47
Aero Healthcare	Defibrillator (Clifford Motors)	1390.68	231.78	1158.90

13. Date of next meeting.

Thursday 5th November 2015.

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

Chris Harris Town Clerk

Thursday 24th September 2015