

TORPOINT TOWN COUNCIL

NOTICE is hereby given that a meeting of the Asset Management and Operations Committee will be held on Thursday 5th November 2015 at 7.00 p.m. in the Council Committee Room, 1-3, Buller Road, Torpoint to which members are summoned.

(Members please note the heating consultant will be present to address members –agenda item 5(a) refers)

AGENDA

1. Apologies for absence.

2. Declarations of interest relating to items on the Agenda.

3. CCT tender documents [provisional agenda item pending decision at the Finance and Personnel Committee meeting].

4. Minutes of the previous meeting.

Minutes of the meeting held on Thursday 1st October 2015.

5. Matters arising from the Minutes.

- a) Hall Heating (minute 65-15 AMO (a) refers).
- b) Replacement Cooker (minute 65-15AMO (b) refers).
- c) Defibrillator (minute 65-15AMO (f) refers).
- d) Paperless Planning - quotations (minute 71-15AMO (a) refers)

6. Report from the Assistant Town Clerk.

Report on matters relating to council assets, facilities and Operations including updates from the previous month (to follow).

7. Policies Reviewed by this Committee.

- a) Data Protection/Record Management/Records Retention (as circulated).

8. To consider the Council Business Risk Management

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

9. Items referred to this Committee.

10. Health and Safety.

- a) Fire Risk Assessment and Issues (update).
- b) LCAS Membership and Information.

11. Correspondence.

- a) NHS – Peninsula Community Health (Annual Review).

12. Planning Applications.

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

13. Accounts for payment.

PAYEE	REASON	GROSS	(VAT)	NETT
Kernewek Link	NDP Advertisement	175.00	0.00	175.00
Zurich Municipapl	LCAS membership	114.00	19.00	95.00
EDF Energy	Haldo Pillar, Cambridge Field	6.84	0.90	5.94
Cornwall Council	Salary Payment (Jul-Sept 2015)	23,957.33	0.00	23,957.33
SW Water	Water Invoice - Council Chambers	644.45	0.00	644.45

14. Date of next meeting.

Thursday 3rd December 2015.

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

Chris Harris Town Clerk

Thursday 29th October 2015