

# TORPOINT TOWN COUNCIL

NOTICE is hereby given that a meeting of the Finance and Personnel Committee will be held on Monday 1<sup>st</sup> February 2016 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 30<sup>th</sup> November 2015.

**4. Matters arising from the minutes.**

a) Civic Functions.

**5. To consider Policies Delegated to this Committee**

a) Equal Opportunities Policy (as circulated).

b) Lettings Policy (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) Internal Controls Scrutiny – (to follow)

d) Staffing Infrastructure, appraisal and training matters (paper to follow).

**7. Items referred to this Committee.**

**8. Correspondence.**

a) Rame Peninsula Transport Users Group – Use of facilities at no cost.

b) Torpoint and Mt Edgumbe District Girl guiding – Request for financial assistance (£350).

**9. Planning Applications.**

a) PA16/00473 – 1, Moor View, Torpoint – Alter existing window to form doorway, installation of external platform lift and widen side gate.

(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
Cornwall Council	Salary Admin Charge	780.00	130.00	650.00
Nisbets	Kettle, Pedal Bin etc	131.25	21.87	109.38

**11. Date of next meeting.**

Monday 29<sup>th</sup> February 2016.

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