

TORPOINT TOWN COUNCIL

NOTICE is hereby given that a meeting of the Asset Management and Operations Committee will be held on Thursday 4th February 2016 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 December 2015.

4. Matters arising from the Minutes.

- a) Replacement Cooker (minute 81-15AMO (b) refers).
- b) Environment Policy (minute 98-15 (a) refers).
- c) Fire Risk Assessment (minute 101-15(a) refers).

5. Report from the Assistant Town Clerk.

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

6. Policies Reviewed by this Committee.

7. To consider the Council Business Risk Management

Update on the fixed asset controls.

8. Items referred to this Committee.

9. Health and Safety.

- a) Electrical Installation report.
- b) Boiler [Plant] Room report.

10. Correspondence.

- a) Weed Spraying quotations.

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
C F Southworth	Travelling/Accommodation - Course	156.79	0.00	156.79
SW Water	Water Invoice - Council Chambers	618.21	0.00	618.21
SW Water	Water Invoice - Pub Convs Antony Road	394.08	28.57	365.51
Cornwall Council	Garage Rent (30/11/15 - 04/01/16)	59.70	9.95	49.75
Cornwall Council	Garage Rent (05/01/16 - 01/02/16)	47.76	7.96	39.80
Crab Stitch	Embroidery - Council work clothing	48.00	0.00	48.00
Trebor Maintenance	Grounds Maintenance Jan 2016)	208.00	34.67	173.33

13. Date of next meeting.

Thursday 3rd March 2016.

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

Chris Harris Town Clerk

Thursday 28th January 2016