

TORPOINT TOWN COUNCIL

NOTICE is hereby given that a meeting of the Finance and Personnel Committee will be held on Monday 29th 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 1st February 2016.

4. Matters arising from the minutes.

a) Civic Functions.

5. To consider Policies Delegated to this Committee

a) Financial Policy and Best Value Statement (as circulated).

b) Standing Orders (as circulated).

c) Internal Controls Self-Assessment (as circulated).

d) Statement of Internal Controls (as circulated).

6. To consider the Council Risk Management

a) Overtime/Casual Hours – Report from the Assistant Town Clerk (to follow).

b) Debtors/Creditors - Report from the Assistant Town Clerk (to follow).

7. Items referred to this Committee.

8. Correspondence.

a) CRUSE Cornwall (Volunteer Counsellor) – Use of facilities at no cost.

b) Joyce Walsh (Veterans with Dogs) – Use of facilities at no cost.

c) St Columba & Torpoint RFC – Financial Assistance acknowledgement letter.

9. Planning Applications.

(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
SLCC Enterprises Ltd	Clerks Roadshow (2 delegates)	153.60	25.60	128.00
BUNZL	Toilet Rolls etc	59.75	9.96	49.79
M Acton	Laundry	148.00	0.00	148.00
Hampshire Flags	St Pirran/Commonwealth Flags	135.05	22.51	112.54
ITEC	Photocopies	64.96	10.83	54.13
British Gas	Electricity - Antony Road Toilets	45.87	2.18	43.69
Groundwork UK	Return - Unspent NDP Grant	2,303.40	0.00	2,303.40

11. Date of next meeting.

Monday 4th April 2016.

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

Chris Harris

Monday 22nd February 2016