

## TORPOINT TOWN COUNCIL

NOTICE is hereby given that a meeting of the Asset Management and Operations Committee will be held on Thursday 2<sup>nd</sup> June 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. Election of Chairman for the Civic Year 2016-17.**

**3. Election of Vice Chairman for the Civic Year 2016-17.**

**4. Declarations of interest relating to items on the Agenda.**

**5. Minutes of the previous meeting.**

Minutes of the meeting held on Thursday 5<sup>th</sup> May 2016.

**6. Matters arising from the Minutes.**

- a) Environment Policy (minute 4-16AMO (a) refers).
- b) Fire Risk Assessment (minute 4-16AMO (b) refers).
- c) Flag Pole (minute 4-16AMO (c) refers).

**7. Operational Report.**

Report on any matters relating to council assets, facilities and Operations.

**8. Policies Reviewed by this Committee.**

None.

**9. To consider the Council Business Risk Management**

Fixed Asset Condition Survey (Arrange a tour of the Council fixed assets).

**10. Items referred to this Committee.**

**11. Health and Safety.**

Updates on legislation and procedures and impact on this council (Councillor J Tivnan).

**12. Correspondence.**

**13. Planning Applications.**

- a) PA16/04731 – Proposed single storey and first floor extension and new garage (existing single-storey extension and garage to be demolished) at rear including two new high level windows to the south east (side elevation and proposed dwarf boundary wall and side access gate to same).

**14. Accounts for payment.**

PAYEE	REASON	GROSS	(VAT)	NETT
Viking Direct	Stationery/Ink Cartridges	67.38	11.23	56.15
SW Hygiene	Sanitary Disposal/Nappy Rental Contract	722.14	120.37	601.77

\*Invoices for Harry Kazam (£200)/Dulcett Tones (£100) - Part of the Queen's Birthday Celebrations approval for payment on the day required.

**15. Date of next meeting.**

Thursday 7<sup>th</sup> July 2016.

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

Chris Harris Town Clerk

Thursday 26<sup>th</sup> May 2016