

TORPOINT TOWN COUNCIL

NOTICE is hereby given that a meeting of the Finance and Personnel Committee will be held on Tuesday 31st May 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. 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 Tuesday 3rd May 2016.

6. Matters arising from the minutes.

a) Civic Functions (min 109-15FGP (a) refers).

7. To consider Policies Delegated to this Committee

None.

8. To consider the Council Risk Management

a) Overtime – Deputy Town Clerk (to follow).

b) Creditors/Debtors – Deputy Town Clerk (to follow).

c) Operation Liabilities – Review of the Insurance Schedule.

9. Items referred to this Committee.

a) Internal Auditors Report (including Mayoral Allowance [Civic Functions]).

10. Correspondence.

a) CHICKS – Spring Magazine.

b) Ronald McDonald House Bristol – Use of facilities at no charge.

11. Planning Applications.

a) None.

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

12. Accounts for payment

Nisbets	Cutlery/Glasses	205.36	34.22	171.14
ITEC	Photocopies - Office	52.88	8.81	44.07
Firewatch SW	Inspection/Extinguisher Service	331.00	55.17	275.83
Firewatch SW	Extinguisher Replacement	226.26	37.71	188.55
Cornwall Council	Salaries (Jan-March 2016)	22,308.05	30.00	22,278.05
Nisbets	Boiler	119.98	19.99	99.99
BUNZL	Nitrile Gloves	8.95	1.49	7.46
Complete Weed Control SW	Weed Spraying Pavements	1,392.00	232.00	1,160.00
Cornwall Council	Salary Admin Charge	3.67	0.61	3.06
Clear Sight Window Cleaner	Window Cleaner	60.00	0.00	60.00
Hudson Accounting Ltd	Internal Audit	450.00	0.00	450.00
Vent Clean	Kitchen Extraction Cleaning	450.00	75.00	375.00
CORY Environmental	Wheelie Bin	127.08	21.18	105.90
CORY Environmental	Duty of Care	51.60	8.60	43.00
C F Southworth	Refreshments/Twinning	35.80	0.00	35.80
C F Southworth	Fuel Lawnmower/Paint	23.08	3.59	19.49

13. Date of next meeting.

Monday 4th July 2016.

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

Chris Harris

Tuesday 24th May 2016