



TORPOINT TOWN COUNCIL

NOTICE is hereby given that a meeting of the Finance and Operations Committee will be held on Monday 2nd December 2024 at 7.00pm in the Council Committee Room, York Road, Torpoint to which all 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 meetings.**

Minutes of the previous Finance & Operations Committee meeting held on Thursday 7th November 2024 and the Adjourned meeting held on Monday 11th November 2024.
- 4. Matters arising from the minutes**
 - a) Renewal of the Torpoint Library and Community Hub lease (minute 83-24F&O refers).
 - b) Grant application – Torpoint AFC (minute 92-24F&O refers)
 - c) Freedom of Information request – Christmas Lights (minute 92-24F&O (m) refers).
 - d) Town clock repairs, no award following submission of Heritage Grant funding application (as circulated).
- 5. To consider Policies referred to this Committee.** None.
- 6. Civic Functions and other events.** None.
- 7. To consider the Council Risk Management**
 - a) Creditors/Debtors (presented at the meeting).
 - b) Budget Variance – Finance and Operations Committee responsibilities (October 2024 - Budget Variance Information) (as previously circulated).
 - c) Operations Report - Report on any matters relating to council assets, facilities and operations, including the Library and community hub and Christmas Lights (as circulated). An update on the proposed works at the Library and community hub, after the 5 year electrical survey undertaken.
 - d) To consider the first draft of the Budget Statement to accompany the precept request for 2025/26 (to follow).
 - e) To receive a report from the Clerk, investigating receipt of backdated invoices from Source for Business for water supply to 'Playing Fields' at Thanckes Park – total balance outstanding £7,305.40. [Cornwall Council is included in all correspondence.] (Information as circulated).
- 8. Planning Applications.** None.
- 9. Items Referred to this Committee**
 - a) To consider the proposal to purchase lighting equipment for the Council Chambers (as circulated). The Chair - Councillor Mrs. J M Martin to present.
- 10. Health and Safety**
 - a) Reports and any new, proposed regulations/legislations and current issues.
 - b) Fire Risk Assessment for all buildings to be reviewed.
- 11. Climate Emergency Action Plan**
 - a) To consider the actions relating to this Committee.

12. Accounts for Payment.

PAYEE	Invoice Number	Total	TAX	NET	Description
Cornish Tea & Cornish Coffee Co Ltd	SL91593	162.30	0.00	162.30	Café Supplies Library (outstanding from September due to delivery charge dispute)
Cornish Tea & Cornish Coffee Co Ltd	SL83840	192.80	0.00	192.80	Café Supplies Library (outstanding from April due to credit note and order dispute)
GoCollaborate	47	900.00	150.00	750.00	Provision of online consultation platform for Torpoint Masterplan
Caradon Tool & Plant Hire	251143	561.60	93.60	468.00	Hire of Cherry Picker for Christmas Lights
Biffa	522C82530	44.86	7.48	37.38	General Waste Collection Library
Biffa	522C82531	31.90	5.32	26.58	Recycling Collection Council Chambers
Biffa	522C82532	31.90	5.32	26.58	Recycling Collection Library
Biffa	522C82529	58.56	9.76	48.80	General Waste Collection Council Chambers
Tartendown Nurseries*	5858	270.00	45.00	225.00	Provision and Delivery of Town Christmas Tree
Cornish Tea & Cornish Coffee Co Ltd	SL94080	230.51	0.00	230.51	Café Supplies Library (20th Nov')
Cornish Tea & Cornish Coffee Co Ltd	SL93854	78.19	0.00	78.19	Café Supplies Library (13th Nov')
Andy Campfield	Photographs	35.00	0.00	35.00	Photographs for Remembrance and Armistice
Cornish Tea & Cornish Coffee Co Ltd	SL93907	120.00	0.00	120.00	Coffee Machine Rental November 2024
TOTAL		2,717.62			

*Donation from Torpoint Community Cinema anticipated

13. Correspondence

- a) To consider: Draft Statement on Devolution from Central Government [for submission to Town and Parish Councils of Cornwall for approval] (as circulated). Town Mayor Councillor G J Davis to present.
- b) To consider: Grant application – Torpoint Artists Collective CIC (as circulated).
- c) To consider: Retrospective Free of Charge usage application – The Coppola School of Performing Arts (to follow).
- d) To note: Christmas waste and recycling collections – Cornwall Council (as circulated).
- e) To note: Invitation to Cornwall Council budget stakeholder online event: 12th December 2024 (as circulated).
- f) To note: CALC Teams Meetings being scheduled & information sharing Hedgerow Management & Burial & Cremation Consultation Papers– CALC (as circulated).
- g) To note: Cornwall, Tourism Summit 2025 - Press Release (as circulated).
- h) To note: CALC Request for information following the budget from central government, following the employer contribution of National Insurance being increased from April 2025 and the impact on the council – CALC (as circulated) (Clerk response is included).
- i) To note: Town and Parish Elections – Recharge Estimates for Torpoint Town Council – East Ward and Torpoint Town Council – West Ward – Cornwall Council (as circulated).
- j) To consider: Request from 2nd Torpoint Scouts for assistance with planning and road marshalling a Parade to celebrate St George’s Day in April 2025 and use of Council Chambers (as circulated).
- k) To note: Report following free of charge usage of Council Chambers from Torpoint Town Partnership (as circulated).
- l) To consider to continue to support: Local Maintenance Partnership 2025 - 2026 – Cornwall Council (as circulated).
- m) To consider: Are there any options for the installation of CCTV in Harvey Street – PC Hayley Gething (as circulated).

- n) To note: The Public Sector Deposit Fund (the fund) and the implementation of the FCA's Sustainability Disclosure Requirements – CCLA (as circulated).

14. Date of next meeting.

Monday 3rd February 2025.

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

CF Southworth

Mrs C F Southworth Cert (HE), BA (Hons), FSLCC
Town Clerk and RFO

Tuesday 26th November 2024