

TORPOINT TOWN COUNCIL

NOTICE is hereby given that a meeting of the Finance and Personnel Committee will be held on Monday 28th November 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 31st October 2016.

4. Matters arising from the minutes.

a) Civic Functions (minute 72-16F&P (a) refers).

5. To consider Policies Delegated to this Committee

- a) S137 Protocols (as circulated).
- b) Free of Charge Use Protocols (as circulated).
- c) Pay and Conditions Policy (to follow).

6. To consider the Council Risk Management

- a) Overtime – Deputy Town Clerk (to follow).
- b) Creditors/Debtors – Deputy Town Clerk (to follow).
- c) Internal Controls Scrutiny – Appoint and arrange visit to review the systems.

7. Items referred to this Committee.

8. Correspondence.

- a) Cornwall Air Ambulance – Grant receipt letter.
- b) Community Health Around Torpoint – Request for Financial Assistance.
- c) BIFFA – Renewal of Waste Transfer Note.
- d) ReVitalise – Request for financial assistance.

9. Planning Applications.

None.

(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
Corona Energy	Gas Supply	541.22	90.20	451.02
BUNZL	Cleaning/Sanitary materials	153.88	25.65	128.23

11. Date of next meeting.

Monday 30th January 2017.

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

Chris Harris Clerk

Monday 21st November 2016