

TORPOINT TOWN COUNCIL

OPEN FORUM

M Howells – Suggested presenting a medal to the Citizen of the Year. Members suggested this might be considered at the budget meeting.

M Howells – Spoke on open forum filming. It was noted that this was permissible within legislation.

M Howells – Torpoint Library – following a questions it was confirmed that dialogue has been established and visits are planned to local libraries.

M Howells – Adela Road – It was confirmed that this issue is being pursued by the public rights of way department at Cornwall Council and any updates are awaited from this authority.

M Howells – On the question of drains it was understood by the Town Mayor that the drains in question have now been cleared.

MINUTES of a meeting of Torpoint Town Council held on Friday 20th October 2017 at 7.15pm in the Council Committee Room, 4, York Road, Torpoint.

PRESENT: - Town Mayor (Councillor L E Keise), Councillors E H Andrews, Miss R C Baker, Mrs. K Brownhill, S J Corbidge MBE, Miss L J Hocking, Mrs. C A Jackson, Mrs. J M Martin, Mrs S C Ryder, Mrs. R A Southworth, and J Tivnan BEM plus the Town Clerk and the Deputy Town Clerk in attendance.

	ACTION
<p>107-17 Apologies for absence:- Apologies for absence were submitted on behalf of Deputy Town Mayor (Councillor Mrs. C E Goodman), Councillors L Clarkson, G J Davis, P R Edwards and Miss R A Tanner BEM.</p>	
<p>108-17 Declarations of Interest relating to items on the Agenda:- Registerable (Pecuniary) Interest was declared by Councillor Mrs C A Jackson – Agenda item 11 (as an employee of Cornwall Council at Torpoint Library). Non-Registerable Interest (NRI) were declared by: - Councillor Miss S C Ryder – Agenda item 10 (as secretary of the Torpoint and Rame Chamber of Commerce).</p>	
<p>109-17 Planning Applications: - None.</p>	
<p>110-17 Cornwall Council report:- In the absence of Councillor M J Crago the member for the West Division, the Clerk read from a previously prepared report. The report confirmed the site at Trevol Business Park is used to store equipment and that blasting occurred on an isolated occasion and therefore the case has been closed by Cornwall Council as there is no breach. If however blasting occurs in the future planning permission would have to be obtained. It was reported the issues with the boundary fence at the property in Sennen Close was the result of poor installation and not an issue with Cornwall Council. Councillor Crago commented on what he considered a useful meeting with the Highways Officer at Cornwall Council and also the CNA Link Officer to establish ways of preventing access to travellers into the Sports Ground off the A374. A site meeting followed the meeting that was also attended by the Deputy Town Mayor. The officers have now gone back to Cornwall Council to find a solution and obtain costs. Other issues were also investigated that included overgrown grass verges that would be investigated and prioritised</p>	MJC

<p>as funding would permit. The issues with the ferries were also discussed that followed an address by the General Manager of the Tamar Bridge and Torpoint Ferry Joint Committee. In the absence of Councillor G J Davis the Division member for the Torpoint East there was no report to present.</p>	
<p>111-17 Minutes of the previous meeting:- The minutes of the meeting held on Thursday 21st September 2017 were taken as read, confirmed and signed by the Mayor.</p>	
<p>112-17 Matters arising from the minutes a) Cornwall Council – Trevol Business Park:- Pursuant to minute 94-17 it was noted that this item had been previously dealt with in the report presented by Councillor M J Crago in the minute above. b) Travellers in Torpoint: - Pursuant to minute 94-17 it was noted that this item had been previously dealt with in the report presented by Councillor M J Crago in the minute above. It is also anticipated that a meeting would be arranged with the Cornwall Councillor traveller liaison officer to discuss arrangements to evict travellers and also to establish the tardiness with undertaking this process at the most recent incident. c) Freedom of the Town: - Pursuant to minute 97-17 (d) the Clerk reported that contact had been made with a local Council that have recently awarded a member in recognition of longevity of service with the honorary award of "Honoured Burgess". The proposed scroll was duly illustrated to members. Following further discussion it was resolved that the Council would consider this award and would formally be approved at the next meeting of the Council. d) Minutes of the Development and Localism Committee: - Pursuant to minute 100-17 and following consultation with other towns it was resolved that from the Civic Year 2018-19 and in succeeding years, the civic parade and service would be held on either of the first two Sundays in July. The other local towns would be notified of the Council's new policy.</p>	<p>Clerk</p> <p>Council</p>
<p>113-17 Mayor's Communications 30th September- Maureen and I attended the Town Carnival which due to the inclement weather conditions was held in the Council Chambers. Even though some major stalls were cancelled along with the parade, a great time was had by all with the fancy dress competition and the stalls that were squeezed in the main hall. My sincere thanks to the TTP who worked tirelessly through the day to ensure the event ran as smoothly as possible, to judges of the fancy dress parade who had the difficult job of picking the category winners, to Andy Martin who once again with his experience of trouble shooting at short notice did the event proud.....and of course, to all the entries that ranged from Teddy Bears to JCB Drivers, for all their efforts in making costumes and props. Saturday 7th October- Maureen and I had the pleasure of attending the 80th birthday celebration of Brian Oates held here in the Council Chambers. Having both known Brian for over 25years it was lovely to spend time with his family and friends in celebrating his past 80years. Brian spent his career as a Royal Marine Band Leader in many countries around the world, and he had great pleasure in telling me that he still plays his piccolo when time allows. Brian is a very active member of Cornerstone Church, and can be found Sunday mornings either taking the service or helping in the set up. Monday 16th October - Maureen and I attended the Person of Courage Award held at Torpoint Sailing Club. The recipient was Claire Stephens of Torpoint. Cornwall Councillor John</p>	

<p>Crago, made the presentation in his capacity of past Mayor of Torpoint.</p> <p>Thursday 19th October - Chris Hancock the Mayors Cadet and I attended the Festival Of Remembrance and RBL Poppy Launch at St James Church. An excellent and varied concert, with Reflections, Carbeile Junior School, Torpoint Lady Singers and the Rame Peninsula Male Voice Choir all contributing to make the evening most memorable.</p> <p>The Corps of The Drums of HM Royal Marines Cadets Plymouth, and Standard Bearers from various organisations also deserve a special thank you and congratulations for their presentation on the night.</p> <p>The evening was brought to a close by a flag waving finale, which was a perfect ending to the evening.</p>	
<p>114-17 Minutes of the Asset Management and Operations Committee</p> <p>It was resolved that the minutes of the meeting held on Thursday 28th September 2017 are received, adopted and implemented. Pursuant to minute 50-15AMO (a) (Cleaning/Repairs – Ellis Memorial) receipt was reported of an estimate to undertake the repairs/refurbishment of the monument. It was resolved to defer this item to the Asset Management and Operations Committee for further consideration along with cleaning the structure. Pursuant to minute 50-AMO (d) (Sparrow Park) receipt was reported of an email from Cornwall Council raising no objections to this Council undertaking refurbishment of the area around the flag pole in Sparrow Park and also to implement raised beds in the park. The email was noted. It is understood that an estimate of £600 has been received to undertake the refurbishment around the flag pole. It was resolved to undertake refurbishment of the area under the scheme of delegation to the Clerk (Best Value Statement refers) based on the estimate provided, subject to the Asset Management and Operations Committee approval of the scheme. Pursuant to minute 50-AMO (d) (Sparrow Park) Councillor J Tivnan confirmed that he is pursuing a planting scheme for the area.</p>	<p>AMO Comm.</p> <p>AMO Comm.</p>
<p>115-17 Minutes of the Finance and Personnel Committee</p> <p>It was resolved that the minutes of the meeting held on Monday 4th September 2017 (as circulated) are received and the recommendations in minute's 56-17F&P (a) (Business Continuity Plan), 56-17F&P (b) (Finance Risk Management Protocols), 56-17F&P (c) (Business Risk Management Plan) and 59-17F&P (a) (Torpoint and Rame Chamber of Commerce – Request to use facilities at no cost) are adopted and implemented.</p> <p>(Pursuant to minute 59-17 (a) (Torpoint and Rame Chamber of Commerce – Request to use facilities at no cost) Councillor Mrs S C Ryder declared an NRI and left the meeting whilst this item was discussed).</p>	
<p>116-17 Minutes of the Development and Localism Committee</p> <p>It was resolved that the minutes of meeting held on Thursday 5th October 2017 are received and the recommendations in minutes 70-17DL (e) (War Memorial) and 75-17DL are adopted and implemented. Pursuant to minute 70-17DL (a) (Town Wide Competition – 1st recommendation) the Clerk suggested that if the rule (4) prohibits members and their families from entering, this rule could be enforced at the sifting process without any change to the procedure. Councillor Tivnan also drew attention to rule 17 (2nd recommendation) and suggested town councillors should be judging the event. After considering the matter it was resolved that both rules would be removed from the terms and conditions and therefore both recommendations are adopted and implemented.</p>	
<p>117-17 Emergency Plan Working Party</p> <p>It was resolved that the report of the Emergency Plan Working party held on Thursday 28th</p>	

<p>September 2017 is received and adopted. A further meeting of this Working party would be arranged in the near future.</p>	<p>Mayor</p>																																																																																																														
<p>118-17 Systems and Procedures Working party It was resolved that the papers from this report would be received and considered with the public and press excluded as the information contained in the report referred to members of staff and staffing contracts. (Pubic Bodies (Admission to meetings Act) 1960 Sec 1(2)). The report is contained in the confidential minute appended to these minutes.</p>																																																																																																															
<p>119-17 Financial Comparison It was resolved that the September 2017 financial comparison (as circulated) is received and adopted. It was reported that the Deputy Town Clerk has reviewed the income and expenditure and confirmed the financial comparison as being accurate. The Clerk reported that the annual return had been received from the external auditor with no issues of concern. It was resolved to refer this item to the Finance and Personnel Committee for further consideration as is the usual practice.</p>	<p>F&P Comm</p>																																																																																																														
<p>120-17 Accounts for payment</p> <table border="1" data-bbox="110 808 1339 1543"> <thead> <tr> <th>PAYEE</th> <th>REASON</th> <th>GROSS</th> <th>(VAT)</th> <th>NETT</th> </tr> </thead> <tbody> <tr><td>Cornwall Council</td><td>Rates Council Complex Nov 2017</td><td>1,083.00</td><td>0.00</td><td>1,083.00</td></tr> <tr><td>Cornwall Council</td><td>Rates Public Cons Nov 2017</td><td>123.00</td><td>0.00</td><td>123.00</td></tr> <tr><td>British Gas</td><td>Electricity (Antony Road)</td><td>20.37</td><td>0.97</td><td>19.40</td></tr> <tr><td>Waterwise</td><td>Toilet Seats (2)</td><td>85.48</td><td>14.25</td><td>71.23</td></tr> <tr><td>Torpoint Builders Merchants</td><td>Brackets/Timber/Materials</td><td>52.67</td><td>8.78</td><td>43.89</td></tr> <tr><td>Rabart Decorators</td><td>Paint/Materials</td><td>67.81</td><td>11.30</td><td>56.51</td></tr> <tr><td>Wallgate</td><td>Hand Washing facilities - Pub Cons</td><td>1,778.40</td><td>296.40</td><td>1,482.00</td></tr> <tr><td>Cornwall Council</td><td>Garage Rent 29/9 - 29/10</td><td>65.65</td><td>10.95</td><td>54.70</td></tr> <tr><td>DDC CRC Ltd</td><td>Probation Team</td><td>448.00</td><td>74.67</td><td>373.33</td></tr> <tr><td>British Gas</td><td>Electricity Benodet Park/Pub Cons</td><td>144.75</td><td>6.89</td><td>137.86</td></tr> <tr><td>SSE Electricity</td><td>Council Complex</td><td>517.59</td><td>86.26</td><td>431.33</td></tr> <tr><td>Don Benson</td><td>Clock Winding</td><td>28.00</td><td>0.00</td><td>28.00</td></tr> <tr><td>Cornwall Council</td><td>Salaries/Mayors Allowance (Jul-Sept)</td><td>30,353.90</td><td>36.00</td><td>30,317.90</td></tr> <tr><td>British Telecom</td><td>Telephone Invoice</td><td>34.20</td><td>5.70</td><td>28.50</td></tr> <tr><td>C F Southworth</td><td>Battery/Light/Letter Recovery</td><td>13.99</td><td>2.00</td><td>11.99</td></tr> <tr><td>C F Southworth</td><td>Petrol Strimmers</td><td>6.55</td><td>1.09</td><td>5.46</td></tr> <tr><td>NABMA</td><td>National Association Markets Subs</td><td>190.80</td><td>31.80</td><td>159.00</td></tr> <tr><td>Fintec Group</td><td>Photocopier Lease</td><td>189.42</td><td>31.57</td><td>157.85</td></tr> <tr><td>PWLB</td><td>Loan Repayment</td><td>17,599.99</td><td>0.00</td><td>17,599.99</td></tr> <tr><td>EE/T Mobile</td><td>Telephone Invoice</td><td>61.49</td><td>10.25</td><td>51.24</td></tr> <tr><td>Corona Energy</td><td>Gas Supply</td><td>502.85</td><td>83.81</td><td>419.04</td></tr> </tbody> </table>	PAYEE	REASON	GROSS	(VAT)	NETT	Cornwall Council	Rates Council Complex Nov 2017	1,083.00	0.00	1,083.00	Cornwall Council	Rates Public Cons Nov 2017	123.00	0.00	123.00	British Gas	Electricity (Antony Road)	20.37	0.97	19.40	Waterwise	Toilet Seats (2)	85.48	14.25	71.23	Torpoint Builders Merchants	Brackets/Timber/Materials	52.67	8.78	43.89	Rabart Decorators	Paint/Materials	67.81	11.30	56.51	Wallgate	Hand Washing facilities - Pub Cons	1,778.40	296.40	1,482.00	Cornwall Council	Garage Rent 29/9 - 29/10	65.65	10.95	54.70	DDC CRC Ltd	Probation Team	448.00	74.67	373.33	British Gas	Electricity Benodet Park/Pub Cons	144.75	6.89	137.86	SSE Electricity	Council Complex	517.59	86.26	431.33	Don Benson	Clock Winding	28.00	0.00	28.00	Cornwall Council	Salaries/Mayors Allowance (Jul-Sept)	30,353.90	36.00	30,317.90	British Telecom	Telephone Invoice	34.20	5.70	28.50	C F Southworth	Battery/Light/Letter Recovery	13.99	2.00	11.99	C F Southworth	Petrol Strimmers	6.55	1.09	5.46	NABMA	National Association Markets Subs	190.80	31.80	159.00	Fintec Group	Photocopier Lease	189.42	31.57	157.85	PWLB	Loan Repayment	17,599.99	0.00	17,599.99	EE/T Mobile	Telephone Invoice	61.49	10.25	51.24	Corona Energy	Gas Supply	502.85	83.81	419.04	
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<p>121-17 Correspondence None.</p>																																																																																																															
<p>122-17 Reports a) Neighbourhood Plan Steering Group. It was reported that a small Working Party was regularly to review and assess the plan, following scrutiny by the officer from Cornwall Council. b) Torpoint Town Partnership (TTP): - It was reported that the next event is the annual Christmas Lights switch on. Details were also</p>																																																																																																															

<p>presented of the proposed Arts Festival Event and the attractions within it. c) Reports from Delegates to Outside Bodies: It was reported that the Community Police cadets are looking for recruits.</p>	
<p>123-17 Date of next meeting: - Thursday 16th November 2017.</p>	
<p>Meeting Closed at 9.45pm.....Town Mayor</p>	