



## TORPOINT TOWN COUNCIL

### OPEN FORUM

Mr. R Ryder – Gave presentation to members on the relocation of the club from the current Defiance Field to the former Fisgard playing fields on which around 8.5 acres will be occupied. The intention is to provide pitches and other facilities together with a 2 storey social club that will also house the changing facilities. Mr. Ryder reported that the social club and changing facilities would be operated separately from the rugby club. The land would be leased to Cornwall Council from Antony Estates and then sub-leased to the rugby club, although the building will belong to the club. Currently a budget of circa. £500,000 is available but this leaves a shortfall of around £200,000 that the club would be seeking to find from fundraising activities and grant applications. The presentation was part of an overall strategy of presentations to the local community at which general support was sought.

M Howells – Observed that trees and bushes along Harvey Street had been cut and sought re-assurance the shrubs would “grow back”. Councillor J Tivnan gave the assurance. Mr. Howells also drew attention to blocked drains in the vicinity of Albion Road that Cornwall Councillor G J Davis would investigate. Councillor Mrs. K Brownhill also drew attention to flooding problems in the car park of the new cemetery.

**MINUTES** of a meeting of Torpoint Town Council held on Thursday 15<sup>th</sup> February 2018 at 7.15pm in the Council Committee Room, 4, York Road, Torpoint.

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

	ACTION
<p><b>176-17 Apologies for absence:-</b> Apologies for absence were submitted on behalf of Councillors L Clarkson, Mrs. C A Jackson and Mrs S C Ryder.</p>	
<p><b>177-17 Declarations of Interest relating to items on the Agenda:-</b> An NRI (Non-registerable interest) was declared by: - Councillor Mrs J M Martin (Agenda item 10 [F&amp;P 98-17F&amp;P (b)] – as related to the applicant).</p>	
<p><b>178-17 Planning Applications: -</b> None.</p>	
<p><b>179-17 Cornwall Council report:-</b> Councillor G J Davis briefed members on the latest proposals for the Cornwall Council divisional boundaries from 2021. Councillor Davis referred to this Council’s response of retaining the divisional boundary to be co-terminus with the parish boundary. Councillor Davis stated that with the proposed 87 Councillors recommended by the Boundary Commission, the mean number of councillors per division would equate to 5,163 and the tolerance level allowed would be no more than +/- 10%. The Torpoint Town Council proposal is in excess of the</p>	

<p>tolerance level and is therefore not acceptable as an alternative proposal. Whilst it was acknowledged 88 Councillors would give better representation, the current proposal would give a large swathe of Torpoint parish into a Torpoint seat with tiny sectors around Chapeldown Road and Trevorder becoming part of an enlarged Rame and St Germans seat. It was also noted that the principal employment areas of HMS Raleigh and Trevol Business Park would also be included in the Rame and St Germans division. Should the proposed divisional boundaries be implemented, Councillor Davis supported a move to include the name of Torpoint in the Rame and St Germans division citing loss of identity for this strategically important area if it was omitted. Councillor Tivnan drew attention to vandalism at the former fire station that would be reported to Cornwall Council by Councillor Davis. Councillor Mrs. K Brownhill drew attention to the poorly drained car park at the new cemetery despite CORMAC filling in the potholes.</p>	
<p><b>180-17 Minutes of the previous meeting:-</b> The minutes of the meeting held on Thursday 18<sup>th</sup> January 2018 were taken as read, confirmed and signed by the Mayor.</p>	
<p><b>181-17 Matters arising from the minutes</b></p> <p>a) Emergency Siren: - Pursuant to minute 166-17 the Deputy Town Clerk reported that following emails and chasing the organisation, a meeting would be arranged in late February early March to discuss issues with the siren.</p> <p>b) CCTV: - Pursuant to minute 168-17 (c) the Town Clerk updated members on the costing and funding application (as circulated) that was noted. In response to a question from Councillor G J Davis, in reply, Councillor J Tivnan advised that the cameras at Benodet Park will not be monitored as part of the surveillance scheme and the area covered by the cameras will include the town centre and part of the area covered by the Torpoint Ferry cameras.</p> <p>c) Neighbourhood Development Plan Paper: - Pursuant to minute 168-17 (f) the Deputy Town Clerk reported that no paper had been produced for consideration by Council on the additional costs. When a paper has been produced it will be presented to members for consideration.</p> <p>d) Occupiers Update:- Pursuant to minute 175-17 the Deputy Town Clerk reported following a meeting with the Clerk and Occupier and subsequent letter, the occupier had agreed to remove equipment not affected by any on-going processes.</p>	<p>DTC</p> <p>Clerk</p> <p>GJD</p> <p>DTC</p>
<p><b>182-17 Mayor's Communications</b> <b>Monday 24<sup>th</sup> January</b> - I attended TS Rame Head to present awards at their first presentation evening. I had the pleasure of awarding the cadet of year with their award. The recipient of the cadet of the year award was Katie Holmes, who also had the honour of being the first cadet to be awarded the Jan Creek trophy, as the award is also known. Jan was a founding member of the unit, and former town councillor who continues to be missed for his wit and charm. It's intended that the award will be given each year to the cadet that shows the most tenacity and overall improvement over the past 12 months.</p>	

Congratulations also to the cadets and officers in winning the area drill and piping competition held at HMS Raleigh on Sunday 4<sup>th</sup> February. All the best in the nationals.

**Saturday 27<sup>th</sup> January** - Maureen and I had the pleasure of attending this year's pantomime of Jack And The Beanstalk performed by the Torpoint Players.

It was a fun evening filled with laughter and fun, Mike Briggs (director) yet again did not fail to get over 30 actor's and stage crew to come together for what was a fantastic performance. Well done and thank you to all involved.

**Saturday 3<sup>rd</sup> February** - Maureen and I had the pleasure of attending The Lions Club of Torpoint & Rame Peninsula 41<sup>st</sup> Charter Anniversary Dinner here at the council chambers. The Lions over the past 41 years have contributed greatly to the wellbeing of Torpoint both financially and with their energetic fund-raising events, giving their time willingly to any deserving good cause. The evening was rounded off with the surprise announcement and presentation to Andy Brownhill Lion President, of the Melvin Jones Fellowship trophy for his outstanding contribution to his club.

Councillor S J Corbidge reported that the commercial telecommunications equipment in the large tower next to the cemetery has been removed and now only houses MOD equipment.

**183-17 Minutes of the Asset Management and Operations Committee: -**

It was **resolved** the minutes of the meeting held on Thursday 25<sup>th</sup> January 2018 (as circulated) are received and the recommendations contained in minutes 97-17AMO (To consider tender documents for a replacement Fire Alarm Panel/Detection system – tender consideration) and 98-17AMO (Operational Report – both recommendations) are adopted and implemented. Pursuant to minute 97-17AMO (To consider tender documents for a replacement Fire Alarm Panel/Detection system – tender consideration) in confirming the award to ASG Security the final calculation for the equipment is: -

	<b>£</b>
Core Tender	8,983.66
<b>Add</b> Active Repeater (York Road)	1,171.38
<b>Add</b> Remote Indicator	94.84
Sub Total	10,249.88
<b>Less</b> Upgrade to tough screen panel	(318.85)
<b>Less</b> Touch screen active repeater	(214.38)
<b>Actual Total</b>	<b>9,716.65</b>

Pursuant to minute 97-17AMO (To consider tender documents for a replacement Fire Alarm Panel/Detection system) whilst members resolved to accept awarding the replacement Fire Alarm Panel/Detection System tender to ASG Security, Councillor J Tivnan advised the Council that this company did not undertake this work and that a further fire risk assessment was not required during this year and it could be managed in-house. This recommendation was therefore not considered by the Council. Pursuant to minute 98-17 AMO (Disposal of Deep Fat Fryer) Councillor G J Davis reminded members that the disposal of the equipment should not contain any warranties or guarantees in line with standard business practice in these circumstances. Pursuant to minute 98-17AMO (Defibrillator) Councillor Miss L J Hocking suggested that there was an issue with the defibrillator at the Council Hall. The Deputy Town Clerk would investigate the issue.

**184-17 Minutes of the Finance and Personnel Committee: -**

It was **resolved** the minutes of the meeting held on Monday 29<sup>th</sup> January 2018 (as circulated) are received and the recommendations contained in minutes 95-17F&P (a) (Lettings Policy), 95-17 (b) (Equal Opportunities Policy), 97-17F&P (Honorary Burgess Award and Mayoral presentations – both recommendations), 97-17 (b) (Travellers), 98-17F&P (a) (CRUSE Bereavement – Request for financial assistance), 98-17F&P (b) (Mrs K Brown - Room Occupancy and Hire of facilities), 98-17F&P (d) (Friends of Thanckes Park – use of Council facilities at no cost – both recommendations).

(Pursuant to minute 98-17F&P (b) Councillor Mrs J M Martin declared a non-registerable interest being related to the applicant and left the Chamber whilst this item was discussed). Pursuant to minute 98-17F&P (c) (Halfway Harmony - Continued use of Council facilities at no cost) and following receipt of additional information in response to points made at the Committee meeting, Councillor Mrs K Brownhill suggested that the council look at a partial reduction in the fee. Following discussion it was **resolved** that the council would reduce the hiring fee by 50% by charging for only one hour of the 2 hour use. Pursuant to minute 98-17F&P (d) (Friends of Thanckes Park – use of Council facilities at no cost – both recommendations) it was **resolved** that the Council would permit use of Benodet Park for the Easter Egg hunt. Receipt was also reported of a draft risk assessment and insurance policy from Carbeile Junior School for consideration. It was **resolved** the risk assessment is passed to Councillor J Tivnan for further information and scrutiny.

(Councillor Miss R A Tanner declared a non-registerable interest as a member of the Friends of Thanckes Park Committee and left the Chamber whilst the above minute was discussed).

**185-17 Minutes of the Development and Localism Committee: -**

It was **resolved** the minutes of the meeting held on Thursday 1<sup>st</sup> February 2018 (as circulated) and are received and the recommendations contained in minutes 110-17DL (f) (Markets), 113-17DL (a) (Communications policy) and 114-17 DL (b) (Torpoint Library and Car Park) are adopted and implemented. Pursuant to minute 110-17DL (b) (Bus Shelters) the Deputy Town Clerk reported that two of the bus shelters have now been installed although following receipt of another email from Cornwall Council, it is indicated there is the possibility of cables/pipes in the vicinity of the proposed location of the third bus shelters. This matter is now being pursued by the Deputy Town Clerk. Pursuant to minute 110-17 (f) receipt was reported of a Business plan from JD Events to operate the proposed two day street market in the town that was noted. The Chairman suggested that this presented a good opportunity to gauge the success of operating street markets in the town. Councillor J Tivnan explained the process of obtaining permission to close the road and offered to assist JD Events to undertake compliance with Cornwall Council road closure regulations including insurance requirements. After further discussion it was **resolved** to support JD Events in operating two street markets in the town and for the Council to undertake a post operational review.

**186-17 Coastal Community Team Advisory Committee – Deputy Town Clerk**

The Deputy Town Clerk advised the Council that this Committee has not formally met for around 12 months, has no Chairman and has set inconsistent meeting dates (i.e. not in compliance with standing orders) that were subsequently inquorate. The Deputy Town Clerk sought the Council's opinion and a decision on the future of this Committee. Councillor G J Davis advised the Council that he has submitted documentation some time ago to Companies

House for the formation of a CIC [Community Interest Company] and when established this organisation would undertake the current role of the Coastal Community Team Advisory Committee. After further discussion it was **resolved** that this matter would be referred to the March meeting of this Council for a decision on the future of this inactive Committee.

**Council**

**187-17 Financial Comparison**

It was **resolved** that the January 2018 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.

**188-17 Accounts for payment**

PAYEE	REASON	GROSS	(VAT)	NETT
Cornwall Council	Garage Rent	52.52	8.76	43.76
Cornwall Academy Maint	Air Conditioning Maintenance	243.36	40.56	202.80
DDC CRC Ltd	Probation Team	448.00	74.67	373.33
British Telecom	Telephone Bill	35.28	5.88	29.40
John Hallett	Logo I Pad	400.00	0.00	400.00
Engineering Inspection Sols	Lift Inspections	144.00	24.00	120.00
Torpoint Builders Merchants	Paint/Materials - Public Conveniences	136.39	22.73	113.66
Cornwall Academy Maint	Boiler Maintenance	582.00	97.00	485.00
Rabart	Paint Materials	22.78	3.79	18.99
SSE	Electricity - Town Hall	717.18	119.53	597.65
EDF Energy	Haldo Pillar - Cambridge Field	17.39	0.83	16.56
SW Water	Town Hall	284.18	13.53	270.65
C F Southworth	GDPR Training	57.60	0.00	57.60
Western Web	Website Update/Renewal Licences	152.40	25.40	127.00
Clear Sight	Window Cleaner	70.00	0.00	70.00
Don Benson	Clock Winding	35.00	0.00	35.00
SW Water	Pub Cons Antony Road	128.35	0.00	128.35
SLCC	Annual Subs - DTC	258.00	0.00	258.00
M Acton	Laundry	76.00	0.00	76.00
Shire Leasing (DD)	Telephone system	149.29	24.88	124.41
EE T Mobile	Telephone	61.49	10.25	51.24
Corona Energy	Gas Supply	1,193.41	198.90	994.51

**189-17 Correspondence**

a) Cornwall Council – Proposal to change car parking charges proposals – 2018 Off-Street Parking Order.

Noted.

b) Plymouth City Bus – Women on the Move – International Women’s Day.

Noted.

c) C Davies – Flying Flag of St Pirran

Noted. It was **resolved** to refer this matter to the Asset management and Operations

Committee for further consideration and to review formal national protocols and etiquette on

AMO

<p>flag flying from public places.</p>	<p>Comm.</p>
<p><b>190-17 Reports</b></p> <p>a) Torpoint Town Partnership (TTP). In the absence of a meeting there was no report to present. Councillor J Tivnan advised the Council that the police would no longer be supporting events and parades in the town and it would be the organisers of the events and parades to provide adequate and appropriate supervision. Councillor Tivnan suggested that this would increase the number of road marshalls required and also the need to have an effective communication system in place between the marshalls and the corresponding increase in signage required to facilitate this work. Councillor Tivnan cited current events and parades affected by the police decision that included the carnival, remembrance day parade and civic parade. Councillor Tivnan estimated that the communication system would cost in the region of around £874 as a result of a more robust system being required because of the topography of the town (additionally a licence of £75 was required that would be current for 5 years) and a further £811 required for additional road signage. Councillor Tivnan suggested that at least three key organisations were involved then the costs should be divided 3 ways of circa £600 each. Councillor Tivnan advised the council that the other two organisations (Torpoint Town Partnerships and the Royal British Legion) had agreed to release the funding. After further consideration it was <b>resolved:</b> -</p> <ul style="list-style-type: none"> <li>i) The Town Council would purchase the equipment subject to the other two organisations releasing the agreed funding contribution.</li> <li>ii) That the Council receives the estimates as referred to by Councillor Tivnan prior to purchase</li> <li>iii) That when purchased, the Town Council would add the equipment to the Council fixed asset register and insurance schedule.</li> <li>iv) That the equipment would be made available to the Torpoint Town Partnerships and Royal British Legion as and when required subject to compliance with this Council's asset security procedures and availability.</li> </ul> <p>b) Reports from Delegates to Outside Bodies:</p> <ul style="list-style-type: none"> <li>i) Torpoint and Rame Community Action Network - MUGA. The Deputy Town Mayor reported on the recent meeting that included various parties. The Deputy Town Mayor reported on a very positive meeting with the CCFA and FA two key funding partners and an application has been submitted for £600k to the Football Foundation. The Deputy Town Mayor confirmed that a meeting will be arranged with the Chairman of St Columba and Torpoint Rugby Club to ensure that there is no conflict between the rugby and football organisations.</li> </ul>	<p>JT/ Officers</p>
<p><b>191-17 Date of next meeting: -</b> Thursday 15<sup>th</sup> March 2018.</p> <p>Meeting Closed at 9.10pm .....Mayor</p>	