



TORPOINT TOWN COUNCIL

OPEN FORUM

There were no questions from the public.
Presentations were given by the Friends of Thanckes Park and also Mr. Derx of Tor House Torpoint.

MINUTES of a meeting of Torpoint Town Council held on Thursday 19th April 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, P R Edwards, Mrs. C A Jackson, Mrs. J M Martin, Mrs S C Ryder, 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>1-18 Apologies for absence:- Apologies for absence were submitted on behalf of the Councillors L Clarkson, G J Davis and Miss L J Hocking and Cornwall Councillor M J Crago.</p>	
<p>2-18 Declarations of Interest relating to items on the Agenda:- An RI (Registerable interest or pecuniary interest) was declared by: - Councillor Mrs C A Jackson (Agenda item 16 (c) – as an employee of Cornwall Council). An NRI (Non-registerable interest) was declared by: - Councillor Mrs K Brownhill – (Agenda item 10 – as treasurer of the TTP). Councillor Mrs R A Southworth – (Agenda item 10 – as treasurer of Torpoint Community Cinema).</p>	
<p>3-18 Planning Applications: - a) PA18/03080 – 5, Maker Road, Torpoint – Construction of two storey side extension. No objections or observations.</p>	
<p>4-18 Cornwall Council report:- In the absence of Councillors M J Crago and G J Davis the Clerk read from a prepared report by Councillor G J Davis. Councillor Davis reported that the main focus the Cornwall Council (CC) meeting was whether CC would support a 'Stadium for Cornwall' project with a £3m grant from capital funding. The project would also receive £9m of funding from private/commercial and potentially central government sources. Councillor Davis supported the proposal arguing that Cornwall should have a stadium for 'elite' sport in the Duchy with it being a destination for young people to aspire to play similar to how people local to South East Cornwall aspire to play at Plymouth Argyle/Home Park as our local club. Councillor Davis spoke on the comments and emails received from the community unhappy at money being invested away from East Cornwall on a stadium in Truro. Councillor Davis commented that as residents in SE Cornwall, we have been fortunate that our "friends and neighbours" in Plymouth supported their elite sport teams and secured the stadiums which we enjoy without our subsidy, it therefore felt</p>	

<p>right that we should support Cornwall as a whole and help the project come to fruition sooner, rather than potentially wait another generation for a stadium to be delivered. As part of the debate I highlighted how it was important for Cornwall Council to have a strategy for sport in local communities and invest in all-weather facilities, similar to the Torpoint and Rame Active Network project in Torpoint. Cornwall Council are completing an Artificial Playing Pitch Strategy to be published in September. I have secured a meeting with the Cabinet Portfolio holder for Economy and Planning to discuss this further and how the council may support Torpoint. I look forward to the date being finalised and hopefully some positive outcomes to report over the next month or two. Councillor Davis drew attention to the considerable increase in fly tipping in back lanes of furniture, appliances and builder's waste over the past month. Councillor Davis advised that he has reported half a dozen incidents on the Cornwall "report it" page with most cleared in only a day or two but in all cases the perpetrators were unknown. Councillor Davis concluded that Cornwall will, as well as other local commercial waste providers, undertake bulky waste collection for a small charge and encouraged all residents to take advantage of this.</p> <p>Councillor J Tivnan criticised the "report it" process claiming that a "log" number is issued but resolving the issue is poor citing a recent example of fly tipping that is still to be resolved. Councillor S J Corbidge concurred, citing an example of a response to a waste collection/recycling complaint, the Deputy Town Mayor cited an example of a street light that was still not active and Councillor Mrs. C A Jackson described the response as being poor from those attending the library that used the service. It was therefore resolved that a letter would be sent to Cornwall Council noting the poor response by the authority to the "report it" feedback form with a copy of the letter being sent to Cornwall Council divisional members for Torpoint.</p>	Clerk
<p>5-18 Minutes of the previous meeting:- The minutes of the meeting held on Thursday 15th March 2018 were taken as read, confirmed and signed by the Mayor.</p>	
<p>6-18 Matters arising from the minutes</p> <p>a) Cornwall Council Report: - Pursuant to minute 195-17 (a) the Deputy Town Clerk (DTC) reported that the email has been sent to the relevant officer at Cornwall Council. In response to a comment from Councillor J claiming the email should have been sent within 7 working days of the Council meeting and seeking an explanation as to the delay, the Deputy Town Clerk responded that as part of the fact gathering exercise, photographs of the site location were required and this contributed to the delay.</p> <p>b) Occupiers Update:- Pursuant to minute 197-17 (d) it was reported that the current occupiers have moved out of rooms 1 & 2 but that equipment still remained in room 9 and the Deputy Town Clerk is pursuing the occupiers to remove it. It was reported that following renovation work in pursuance of the insurance claim, a new occupier will commence renovation occupation of room 2 as from the 1st May and will occupy room 1 as from the 1st June. It was reported that negotiations with the insurer are on-going in pursuant of the loss of earnings during the period when the rooms could not be occupied.</p> <p>c) Coastal Community Team Advisory Committee:- Pursuant to minute 197-17 it was resolved that the Coastal Community Team Advisory</p>	

<p>Committee should remain until the annual meeting. Councillor Tivnan drew attention to the Community Interest Company (CIC) that is to be formed as a separate company from this Council to undertake projects allied to the Coastal Community Team and proposed that the Council write to Councillor Davis to establish if any progress has been made in establishing the proposed company and also seeking assurance that failure of this company to comply with company law, for example failure to submit accounts in an appropriate manner, would not impact on this Council. The Clerk reminded members that use of the Council's address as the registered company address was conditional that it is clear the company is a separate entity and this council has no involvement or interest in it. It was resolved that the Council would write to Councillor Davis to ascertain progress of the CIC and also to seek assurance on the points raised by Councillor Tivnan with a copy email to all members.</p>	<p>Clerk</p>
<p>7-18 Mayors Communications</p> <p>The Mayor reported on items in the Torpoint Advertiser and thanked the Council for electing him designate Mayor for the 2018-19 civic year.</p> <p>The Mayor reported that the foundation stones for many new and exciting initiatives were laid last year, and it's hoped that many will come to fruition over the next 12 months.</p> <p>The rejuvenation of Fore Street, and open street markets are two schemes that are nearing completion and should be finalised shortly. The Town Council now has the power to issue licences to operate markets in Torpoint. All markets held in Torpoint are licenced and operated in accordance with the provision of part 3 of the Food Act 1984.</p> <p>Ongoing dialogue continue with Cornwall Council regarding devolution of several of our play parks, that once under our jurisdiction will be improved and maintained to an exceptional standard for everyone to enjoy.</p> <p>The Mayor also reported on the question and answer report on the Torpoint siren false sounding event and the responses received from the Naval Base team.</p>	
<p>8-18 Minutes of the Asset Management and Operations Committee: -</p> <p>It was resolved the minutes of the meeting held on Thursday 22nd March 2018 (as circulated) are received and the recommendations contained in minutes 129-17AMO (d) (Flag Flying Policy) and 130-17AMO (Operational Report – LMP Partnership) and 134-17 (St James Church) are adopted and implemented. Pursuant to minute 130-17AMO (Operational Report – LMP Partnership) Councillor Tivnan drew attention to correspondence originating from the North Cornwall Cluster addressed to Cornwall Council seeking an increase in the reimbursement amount paid to parish councils claiming it had fallen behind inflation. Pursuant to minute 134 - 17 (St James Church) Councillor S J Corbidge suggested that the clock might require renovating with Councillor J Tivnan suggesting a new survey.</p>	
<p>9-18 Minutes of the Finance and Personnel Committee: -</p> <p>It was resolved the minutes of the meeting held on Tuesday 3rd April 2018 (as circulated) and are received and the recommendations contained in minutes 122-17F&P (c) (Training Policy and Update), 122-17 (d) (Council Investment Strategy), 123-17 (a) (Policy on Civic Protocols – both recommendations), 123-17F&P (b) (Internal Controls Self-Assessment), 123-17F&P (c) (Statement of internal Controls), 125-17F&P (a) (Proposed Policy Schedule 2018-19), 126-17F&P (a) (Torpoint Town Partnership – Use of Council facilities at no cost), 126-17F&P (b)</p>	

<p>(Torpoint Community Cinema Project – Use of Council facilities at no cost) and 126-17F&P (c) (2nd Torpoint Scout Group – Use of Council facilities at no cost) are adopted and implemented. Pursuant to minute 118-17 (Election of the Deputy Town Mayor Designate for the civic year 2018-19) Councillor Mrs J M Martin noted she had been entered twice in the voting schedule. The Clerk would review the votes and correct any anomalies prior to the next meeting of this Committee. Pursuant to minute 122-17F&P (f) (Council Staffing Structure) and deference to the Council Pensions Discretion Policy as referred by the Committee, it was resolved to confirm flexible retirement for the current Town Clerk as from 1st July 2018. Pursuant to minute 123-17 (a) (Policy on Civic Protocols) Councillor S J Corbidge clarified the position with choosing the Mayors cadet. It was then confirmed that the Mayor would choose an organisation and the organisation would nominate the successful cadet and not the Town Mayor. Pursuant to minute 126-17F&P (a) (Torpoint Town Partnership – Use of Council facilities at no cost) Councillor Mrs K Brownhill declared an NRI and left the chamber whilst this minute was considered. Pursuant to minute 126-17F&P (b) (Torpoint Community Cinema Project – Use of Council facilities at no cost) Councillor Mrs R A Southworth declared an NRI and left the chamber prior to this minute being considered.</p>	
<p>10-18 Development and Localism Committee: - (Prior to considering the minutes, the Deputy Town Clerk and administrator of the Committee left the meeting). It was resolved the minutes of the meeting held on Thursday 5th April 2018 are received and the recommendations contained in minutes 123-17DL (a) (Devolution programme of assets and services – (both recommendations)), 124-17DL (a) (Plymouth Emergency Notification System Partnership), 125-17DL (b) (Repair to damaged walls in rooms 1 and 2), 128-17DL (b) (The Lynher Sail and SW Hub Project) are adopted and implemented. Pursuant to minute 123-17DL (a) (Devolution programme of assets and services) Councillor Mrs C E Goodman suggested that the hut is safe and keep it there, Councillor J Tivnan reminded members that the hut was in a dilapidated condition and the Council were awaiting a very tardy asbestos report. Now this has been undertaken Councillor Tivnan supported the call for the structural survey. Councillor Tivnan also reminded members at the condition of the fence and it was noted that the gate is currently unlocked as a result of a broken padlock. Pursuant to minute 123-17DL (c) (Bringing colour to the town) whilst it was resolved that the quotation is obtained, the urgency of the matter was also noted and the project would have to be progressed subject to financial regulations and any other permissions being in place. It was therefore resolved to delegate and refer this matter back to the D & L Committee to progress. Pursuant to minute 123-17DL (d) (War Memorial) the Chairman suggested that this item is deferred pending further consultation with other interested parties. Councillor J Tivnan expressed disappointment and reminded members that the War Memorials Trust is a charity for advice. Councillor Mrs J M Martin reported receipt of an email with reference to the proposed names to be added to the monument with the author suggesting that a group be established to discuss this matter further. After further discussion it was resolved that this matter is deferred pending the collation of further information and would be discussed again at the next meeting of this Committee. Pursuant to minute 123-17DL (d) (CCTV) Councillor G J Davis expanded on the requirement to review the possibility of location a camera in Cambridge Field.</p>	<p>D&L Comm.</p> <p>D&L Comm.</p> <p>D&L Comm.</p>

11-18 Dog Fouling in Torpoint – Councillor J Tivnan

Councillor J Tivnan spoke on the agenda item by reminding members that with only two Caretakers trained and working very limited hours, it was very difficult to apprehend those not clearing away the dog feces and suggested the Council allow members to undertake enforcement training. It was acknowledged members cannot issue fixed penalty notices but with members being trained this might assist the staff to issue more notices. Councillor Miss R A Tanner drew attention to the situation in Plymouth where an external company has been engaged to undertake detection of dog fouling incidents although Councillor Tivnan reminded members that this has been considered previously but was cost prohibitive. The Town Mayor drew attention to deterrent signage erected in London and illustrated this with photographs. Councillor S J Corbidge suggested an alternative method and that was the issue of body cams to provide video evidence and this could be a “joined up” approach using publicity material. After considering the matter it was **resolved**

- i) That this Council would provide body cameras to the Council enforcement officers.
- ii) The Council promotes to the public the requirement to clean up after a dog defecates by maximum publicity including posters and signage placed at strategic locations.

DTC

12-18 Financial Comparison

It was **resolved** that the March 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 that the cash book and financial comparison as being accurate.

13-18 Accounts for payment

PAYEE	REASON	GROSS	(VAT)	NETT
Cornwall Council	Non-Domestic Rates May 2018	1,311.00	0.00	1,311.00
Cornwall Council	Rates Pub Conveniences May 2018	136.00	0.00	136.00
Zurich Municipal	Additional Insurance premium	74.34	0.00	74.34
Cornwall Academy MS	Replace Faulty Box on Boiler	1,137.60	189.60	948.00
C F Southworth	Petrol/Oil - Lawnmower	20.99	3.50	17.49
NDF Civils	Installing Bollards Horson Field	300.00	0.00	300.00
BIFFA	Waste Disposal	109.34	18.22	91.12
NABMA	Market Subscription	381.60	63.60	318.00
Don Benson	Clock Winding	28.00	0.00	28.00
Cornwall Academy MS	Replace Faulty Pump	753.60	125.60	628.00
Cornwall Council	Salaries/Mayors Allowance Jan-March	30,040.64	36.00	30,004.64
Dantek	Legionella Update	144.00	24.00	120.00
Crab-Stitch	Embroidered PPE/Work clothes	163.00	0.00	163.00
Cornwall Council	GDPR Training	60.00	0.00	60.00
Archer Safety Signs	Cones/Signage	876.26	146.04	730.22
DDC CRC Ltd	Probation Team - March	448.00	74.67	373.33
T Evers	Refund - Overpayment Hire	20.00	0.00	20.00
PWLB	Loan Repayment - (Oct 17-Mar 2018)	17,599.99	0.00	17,599.99
Fintec Group	Photocopier Lease	189.42	31.57	157.85
EE T Mobile	Telephone Invoice	63.98	10.66	53.32
Corona Energy	Gas Invoice	1,196.44	199.41	997.03
OFCOM	Radio Licence (Events)	75.00	0.00	75.00

<p>14-18 Correspondence</p> <p>a) Mrs A Derx – Plans for Tor House. Noted. Councillor Miss R C Baker reminded members of the issue of predetermination with planning applications. Following consideration it was resolved that the Council would respond by acknowledging receipt of the letter and extending best wishes with the proposed venture without any definitive decision or opinion.</p> <p>b) D Parnwell – Trees Harvey Street Hill. Noted. It was resolved to reply as with previous correspondence on this subject, that the letter has been received and forwarded to Cornwall Council the landowner of the area, for further consideration.</p> <p>c) D Ralph – Trees on Harvey Street Hill. Noted. It was resolved to reply as with previous correspondence on this subject, that the letter has been received and forwarded to Cornwall Council the landowner the landowner of the area for further consideration.</p> <p>d) Friends of Thanckes Park – Request to use facilities at no cost (Benodet Park). Noted. It is resolved that the Council approve use of the facilities as requested.</p>	<p>DTC</p> <p>DTC</p> <p>DTC</p> <p>DTC</p>
<p>15-18 Reports</p> <p>a) Torpoint Town Partnership (TTP). Mayor reported on an interesting meeting attended by traders and vendors from Fore Street. The Mayor reported that the traders were engaged with the TTP and made a valued contribution to the meeting especially on such items as the Christmas Lights and Parade.</p> <p>b) Market Working Group. It was resolved that the report (as circulated) is received and the recommendation to implement an exemption in section 4 – Community based markets with a strong charitable element, to exempt small indoor community based markets from the requirement to apply for a licence is adopted and implemented. The Clerk confirmed that has received his invitation and will be attending the hosted reception by the All Party Parliamentary Market Working Group on the 15th May at Westminster. The event will launch new initiatives and allow the Clerk to be network with experienced market authorities.</p> <p>c) Libraries Working Group Report: - It was resolved that this report (as circulated) would be considered with the Public and Press excluded on the advice of Cornwall Council as it contained sensitive information [see minute 17-18 below].</p> <p>d) Reports from Delegates to Outside Bodies: None.</p>	<p>Clerk</p>
<p>16-18 Date of next meeting: - Thursday 17th May 2018 (Annual Meeting).</p>	



17-18 Exclusion of the Public and Press:-

It was **resolved** the information to be considered is of a sensitive nature, this item is considered with the public and press excluded and is contained in the confidential annex to these minutes (Public Bodies (Admission to Meetings) Act 1960 1(2)). (Minute 201-17 (a) refers)

(Councillor Mrs. C A Jackson declared a Registerable Interest as an employee of Cornwall Council and left the meeting whilst this item was discussed).

Meeting closed at 9.40pm.....Town Mayor