



## TORPOINT TOWN COUNCIL

### OPEN FORUM

Mr K Moon – Wished to express sincere thanks for the Town Council’s assistance in the matter of the heras fencing which had been erected on land known as Adela Road, explaining the fencing has now been removed. Mr Moon also wished to give thanks and appreciation, on behalf of the local residents of Clarence Road, Antony Road and Adela Road to the Cornwall Council Officers for the support given on this matter. Councillor G J Davis agreed to forward the feedback to the Cornwall Council Officers.

MINUTES of a meeting of Torpoint Town Council held on Thursday 15<sup>th</sup> November 2018 at 7.15 p.m. 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, Mrs. K Brownhill, S J Corbidge MBE, G J Davis, Miss L J Hocking, Mrs. C A Jackson, Mrs. J M Martin, Mrs. R A Southworth, M G Spurling, C R Still, Miss R A Tanner BEM, plus the Town Clerk (Clerk) with the Administration Assistant (AA) in attendance.

	<b>ACTION</b>
<p><b>134-18 Apologies for absence:</b> - Apologies for absence were submitted on behalf of Councillor Miss R C Baker and J Tivnan BEM.</p> <p>The Clerk reported Councillor Peter Edwards had failed to attend Council meetings for the last six months, without providing an explanation for his absence, therefore he is now disqualified from being a Councillor. The Clerk will contact Electoral Services at Cornwall Council to commence the replacement process and will correspond with Mr Edwards to thank him for his support.</p>	Clerk
<p><b>135-18 Declarations of Interest relating to items on the Agenda:</b> - An RI (Registerable interest or pecuniary interest) was declared by: - Councillor Mrs. C A Jackson (Agenda item 6 (c) – as an employee of Cornwall Council).</p>	
<p><b>136-18 Planning Applications:</b> -</p> <p>a) PA18/08217 – 40 Woodland Way, Torpoint PL11 2DW – Construction of a porch front of principal elevation. No observations and objections.</p> <p>b) PA18/09584 – 30 Wellington Street, Torpoint PL11 2DF – Proposed rear extension to form an additional unit of accommodation. Recommend strongly object (refusal) to this planning application for the following reasons:</p> <ul style="list-style-type: none"> <li>➤ It has an overbearing impact on adjacent property</li> <li>➤ Overdevelopment of the site</li> <li>➤ This seems to be a new property, not an extension to an existing property.</li> </ul>	

<p>c) PA18/09872 – Cliffords Garage, Antony Road, Torpoint PL11 2JW - Proposed electric charging station and associated equipment. No observations and objections.</p> <p>d) PA18/10024 – Borough Farmhouse, Goad Avenue, Torpoint PL11 2PE – Installation of shepherd hut for holiday let. No observations and objections.</p> <p>e) PA18/00003/SPD - Cornwall Council is publishing the draft Housing Supplementary Planning document for a six-week consultation period between Friday 19th October and 5pm 30th November 2018. No observations.</p>	
<p><b>137-18 Cornwall Council Report: -</b> Apologies for absence were received from Councillor M J Crago. Councillor G J Davis explained that unfortunately the PLYM II ferry is not ready to return from Falmouth following refit, however, the Tamar Bridge and Torpoint Ferry Joint Committee anticipate the ferry will return as soon as possible. Councillor Davis was pleased to report the scheduled work to repair the wall at Sparrow Park had commenced the day following last month’s Council meeting. However, all other work requested remains outstanding and he is continuing to chase for work completion as soon as is practicable. Councillor Davis reported having attended a meeting to discuss the future possibility and opportunity to have a jetty/landing stage in the town. Councillor Davis detailed those who attended the meeting which included Glenn Caplin [Chief Executive Officer for the Cornwall and the Isles of Scilly LEP and Service Director (Economic Development and Enterprise) for Cornwall Council]. Councillor Davis highlighted the positivity of the participants [at the meeting] to progress this project forward; detailing the economic benefits to the town which in turn would see opportunities for increased local water transport facilities. Cllr Davis reported that at the meeting Glenn Caplin provided a firm commitment to supporting this project adding that he (Cllr Davis) is hopeful that funding for an Economic Impact Assessment will be sought. Additional stakeholders, including Plymouth City Council and Mt. Edgumbe are being invited to assist to progress this project. Members recognise the need for a partnership and an Agreement/ Memorandum of Understanding between the various stakeholders is being considered. Councillor Mrs. R A Southworth explained receiving a report from a resident about the headstones at Horson Cemetery as CORMAC has attached notices highlighting safety concerns to some of the headstones. Councillor Southworth was particularly concerned that some families may not be aware of these concerns. Councillor Mrs J M Martin explained, having visited the cemetery several times recently, fewer notices are displayed on headstones than previously, highlighting CORMAC are taking action on the matter.</p>	
<p><b>138-18 Minutes of the previous meetings</b> The minutes of the meetings held on Thursday 18<sup>th</sup> October 2018 and 12<sup>th</sup> November 2018 were taken as read, confirmed and signed by the Mayor.</p>	
<p><b>139-18 Matters arising from the minutes</b> a) Noise disturbance, Trevol Business Park: -</p>	

<p>Pursuant to minute 114-18 the Clerk highlighted the response from the Cornwall Council Officer on this matter (previously circulated), which explains how Cornwall Council consider the volume and potential impact of a noise, as well as the frequency and for how long it continues each time it occurs. In the response it is explained that Cornwall Council expect a much greater tolerance from residents to noise from any source within normal working hours than noise that is prominent at their homes late at night or in the very small hours. Councillor S J Corbidge explained a number of local residents' are now pursuing an alternative route on the matter and are waiting an update.</p> <p>b) 'Kissing gate' proposal – Horson Sports Field (A374): - Pursuant to minute 115-18 (a) it was <b>resolved</b> to correspond with Cornwall Council for a second time on this matter, reiterating the residents' and Town Council's health and safety concerns at this location and requesting a kissing gate is installed.</p> <p>c) Library update: - Pursuant to minute 117-18 (a) the Clerk highlighted the record of the minutes of the Council meeting held 12<sup>th</sup> November 2018 detailed the current situation with the Library and car park and there is no further update since this meeting. Additional discussions pertaining to the Torpoint Library were considered on the advice of Cornwall Council to be of a confidential and sensitive nature and it was <b>resolved</b> are considered with the Public and Press excluded [see minute 149-18 below]. (Councillor Mrs C A Jackson declared a Registerable Interest and left the meeting for the additional discussions on this matter.)</p> <p>d) Lower end of Fore Street feasibility study: - Pursuant to minute 117-18 (b) it was <b>resolved</b> that this item would be considered with Public and Press excluded on the advice of Cornwall Council as it contains commercially sensitive information [see minute 149-18 below].</p> <p>e) Cornwall Council/Antony Road public conveniences: - Pursuant to minute 117-18 (d) it was <b>resolved</b> that this item would be considered with the Public and Press excluded on the advice of Cornwall Council as it contains commercially sensitive information [see minute 128-18 below].</p> <p>f) Festive period – free car parking for a day: - Following a survey of the town traders, Saturday 22<sup>nd</sup> December 2018 is the date selected for free car parking in the town. Members requested this information is circulated on the Council website.</p>	<p>Clerk</p> <p>AA/Clerk</p>
<p><b>140-18 Mayor's Communications</b></p> <p><b>Thursday 25<sup>th</sup> October</b> Maureen and I attended the Festival of Remembrance at St. James The Great Church. It marked the start of the two weeks Poppy Appeal and I would like to congratulate the Torpoint Branch of the Royal British Legion on a wonderful evening of song and laughter provided by Reflections Choir, Torpoint Lady Singers, Military Kids Choir and Rame Peninsula Male Voice Choir. The finale of all the choirs singing on mass was a spectacular sight and sound to behold. The collection of over £900.00 made all the hard work and effort all worthwhile.</p> <p><b>Tuesday 6<sup>th</sup> November</b> I had the pleasure of welcoming the 2<sup>nd</sup> Torpoint Brownies to the Council Chambers to take part in the UK Parliament Week. The unit spent the evening learning how the council works and took great interest in the tour of the Council Chambers,</p>	



splays provided by the Torpoint Archives. My sincere thanks to Mrs Rosemary Pellew of Torpoint Archives and Joshua Foster the Mayor's cadet for their help and assistance on the evening. I am sure the Brownies will each treasure their copy of A Making of a Cornish Town and will have great enjoyment reading it.

**Thursday 8<sup>th</sup> November** Maureen and I were guests at Trevol House for the Passing Out Parade Dinner. Captain Rich Harris was an inspiring host who made sure the evening was both fascinating and interesting.

**Friday 9<sup>th</sup> November** The inclement weather did not dampen the spirits of the pupils and staff of Torpoint Nursery and Infant School, Remembrance of the Fallen, with their poppy tribute. The Deputy Mayor, myself and other dignitaries were spellbound by the children's enthusiasm whilst singing or reciting poetry. Head Teacher Mrs. Elisabeth Carney-Haworth and her team are to be applauded for a very successful event enjoyed by all present.

In the evening Maureen and I attended the Coppola School of Performing Arts production of Disney's Cinderella Kids, here at the Council Chambers. The 32 young thespians did a wonderful job of giving a classic tale a wonderful twist, and the group of mice managed to steal the show. Kelly Brown works wonders with the children, and if you have been unfortunate not to have seen a show, you are in for a great treat whenever you do.

**Sunday 11<sup>th</sup> November** This must have been one of the biggest Parades in Torpoint's history, marching to St. James Church to celebrate the 100<sup>th</sup> year Anniversary of the end of WWI. Spectators crammed both sides of the road to get a glimpse of the vast procession snake its way along Antony Road. The many organisations that made the whole event so memorable, once again made Torpoint such a wonderful place to live. The lump in the throat moment will be one I will always remember.

The Beacon Lighting Ceremony in Rendel Park was the ending of an eventful day. My thanks once again to all involved who managed to successfully have an event that was appreciated by all who attended. The windy conditions had little impact to the enthusiastic singing that started the event. It was an honour to light the Beacon assisted by several relatives of the fallen who gave their lives in WWI. I am delighted to say that everyone came away in a reflective and appreciative mood.

**Monday 12<sup>th</sup> November** Joined by Councillors Mrs Chris Goodman the Deputy Mayor and Mrs Rose Southworth we attended Carbeile Junior School for their WWI Remembrance. Along with representatives from the Royal British Legion, the Captain of RALEIGH and other local dignitaries we reflected on the events of 100 years ago. At the end of the service we had a tour of the school by several year 6 ambassadors, who took tremendous pride in showing the schools attributes. The tour was rounded off by lunch with the pupils who brought back many memories of my own school lunch times. My thanks to Head Teacher Mr Pete Hamlyn on a captivating morning and his charming pupils.

Date for your diary: **Friday 11<sup>th</sup> January 2019, 6.00pm in the Committee Room** – birthday drinks for Sir Richard Carew-Pole, members and partners are invited.

A big thank you to Malcolm Boocock who has served the town for many years' as a St John Ambulance Officer who is now leaving the town – we wish him all the best for the future. The Mayor invited members, honoured guests and partners to share refreshments after the December Council meeting on Thursday 20<sup>th</sup> December 2018.

**141-18 Minutes of the Asset Management and Operations Committee**

It was **resolved** the minutes of the meeting held on Thursday 25<sup>th</sup> October 2018 (as



<p>circulated) are received, with the inclusion of Councillor G J Davis and the recommendation contained in the minute 76-18AMO (a) (ii) (Fencing off a part of Adela Road) is adopted and implemented. Pursuant to minute 70-18AMO (g) (Foodbank) Councillor S J Corbidge explained corresponding with a member of the Citizens Advice Bureau (CAB) who has advised there is currently a Foodbank being provided at Torpoint Children's Centre. Councillor Corbidge continued the Children's Centre is open every day [Monday to Friday] and can issue food vouchers and has a stock of food so that people can receive what they need when they need it. Additionally, the CAB has an advisor at the Children's Centre once a week, who is there to offer advice to those who require it, which effectively means there are two Foodbanks available in the town. Councillor Corbidge extended an invitation to the Town Mayor and other members to visit the Children's Centre on a Wednesday to learn about the CAB service and then give feedback to the Foodbank team at St. James Church. Councillor Mrs. K Jackson was of the opinion the Children's Centre Foodbank facility donates to families whereas St. James Church donate to single people, as well as couples and families. Pursuant to minute 76-18AMO (a) it was highlighted the heras fencing has been removed, therefore although legal advice will not now be sought it was <b>resolved</b> to correspond with the Land Registry to object to any future registration of the land.</p>	<p>Clerk</p> <p>Mayor</p>
<p><b>142-18 Minutes of the Finance and Personnel Committee</b>          It was <b>resolved</b> the minutes of the meeting held on Monday 29<sup>th</sup> October 2018 (as circulated) are received, with the inclusion of Councillor Mrs. R A Southworth as declaring a NRI (Non Registerable Interest) in the Torpoint Players and left the room when the item as discussed and the recommendations contained in minutes 69-18F&amp;P (e) Review the use of Council Facilities at no cost), 69-18F&amp;P (h) (Volunteering Policy), 69-18F&amp;P (i) (Torpoint and Rame Youth Project), 70-18F&amp;P (a) (Business Continuity Plan), 70-18F&amp;P (b) (Pay and Conditions Policy), 70-18F&amp;P (c) (Pensions Discretion Policy), 70-18F&amp;P (d) (Investment Strategy), 70-18F&amp;P (e) (Disability Employment Policy), 70-18F&amp;P (g) (Employee Handbook and Member/Officer protocols) are adopted and implemented. Pursuant to minute 69-18F&amp;P (e) (Review the use of Council Facilities at no cost) following debate is was <b>resolved</b> to contact the organisations who have used the facilities [free of charge] in the last twelve months to invite submission of a free of charge application giving a request for all proposed free of charge usage dates for the next twelve months. Pursuant to minute 70-18F&amp;P (g) (Employee Handbook and Member/Officer protocols) after debate it was identified where the document refers to a Policy, the original Policy will take precedent. The Chair of the Finance and Personnel Committee highlighted the next meeting of this Committee, scheduled for Monday 3<sup>rd</sup> December 2018, is the budget meeting, to which all members are invited to attend.</p>	<p>AA/Clerk</p>
<p><b>143-18 Minutes of the Development and Localism Committee</b>          It was <b>resolved</b> the minutes of the meeting held on Thursday 1<sup>st</sup> November 2018 (as circulated) are received, there were no recommendations for consideration. Pursuant to 72-18D&amp;L (c) (War Memorial) Councillor Miss R A Tanner presented two examples of the proposed granite to be used for the memorial, explaining the examples will be taken to the next meeting of this Committee for their consideration.</p>	
<p><b>144-18 Financial Comparison</b>          It was <b>resolved</b> that the October 2018 Financial Comparison (as circulated) is received and</p>	



adopted. It was reported that Clerk has reviewed the income and expenditure and confirmed that the cash book reconciled to the bank and financial comparison as being accurate.

**145-18 Accounts for payment**

PAYEE	REASON	GROSS	(VAT)	NETT
Cornwall Council	Rates (Council Chambers) December '18	1,311.00	0.00	1,311.00
Cornwall Council	Rates (Public Cons) December '18	136.00	0.00	136.00
SWW	Antony Road	255.33	17.68	237.65
Biffa	Waste Disposal	109.34	18.22	91.12
Archer Signs	Remembrance Road Signs	234.96	39.16	195.80
Don Benson	Clock Winding	60.00	0.00	60.00
Community Payback	Oct 2018 Invoice	448.00	74.67	373.33
Cornwall Council	Garage 7 Roberts Ave	54.64	9.12	45.52
Torpoint Builders Merchants	Glue	11.43	1.74	9.69
BT	Telephone 01752 816358	36.72	6.12	30.60
ASG	Annual Fire Alarm Maintenance PO 18-44	234.00	39.00	195.00
ASG	Annual maintenance Emergency Lighting PO 18-44	129.60	21.60	108.00
Mrs C F Southworth	Reimbursement – Fuel/Oil for Probation	16.66	2.78	13.88
EE T Mobile	Telephone	72.60	12.10	60.50
Corona Energy	Gas Supply	736.73	122.79	613.94
Shire Leasing	Telephone system	191.29	31.88	159.41

**146-18 Correspondence**

- a) Trago Pensioner's Week 2018 – Monday 26<sup>th</sup> – Friday 30<sup>th</sup> November 2018: - Noted.  
 b) Plymouth and South West Devon Joint Local Plan – Plymouth City Council: - Noted.

**147-18 Reports**

- a) Torpoint Town Partnership (TTP): -  
 The Town Mayor explained:
- The Christmas Tree is being delivered to Torpoint on 23<sup>rd</sup> November at midday, volunteers are sought to assist with the installation at Sparrow Park.
  - Thanks were given to members of the Torpoint Town Partnership for organising the Beacon Lighting event, which was appreciated by all those who attended.
- b) Report from Neighbourhood Plan steering group: -  
 Nothing further to report.
- c) Report from Delegates to Outside Bodies: -  
 i) Friends of Thanckes Park (FoTP) – Councillor Miss R A Tanner explained the group



<p>has submitted a community funding bid to AVIVA and are now seeking as many on-line votes to help secure these funds. Councillor Tanner invited registration and voting from members to assist the FoTP with the bid.</p>	
<p><b>148-18 Date of next meeting: -</b> Thursday 20<sup>th</sup> December 2018.</p>	
<p><b>149-18 Exclusion of Public and press: -</b> It was resolved the information to be considered is of a sensitive nature, these items are 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)).</p>	
<p>Meeting closed at 9.05pm .....Town Mayor</p>	