

OPEN FORUM

Mr D List (General Manager) from the Tamar Bridge and Torpoint Ferry Joint Committee (TB&TFJC), responses (*in italics*) to questions submitted in advance by the Town Council to TB&TFJC.

REFIT QUESTIONS

1. As a result of the recent increase from 3 years to 5 years between refits, should this now be reassessed?

It must be borne in mind that even with a three-year cycle we will have some larger packages of work as the vessels age, but this experience and the next two refits will lead to a review of those arrangements to determine if we still feel that this is the preferred option.

2. What assurances can the Joint Committee give that lessons have been learned from the recent organisational failure to provide a reduced, but regular and reliable, Torpoint Ferry service during and following the recent refit?

The Joint Committee is highly engaged with this issue. Cllr Davis led a move for a special meeting of the Joint Committee which will take place in late January or early February. The next steps include

- *A series of high level and technical meetings with the refit contractor to minimise duration of future refits*
- *An internal detailed review of our maintenance arrangements and capacity*
- *Take appropriate steps to optimise our resilience to cope with events such as the one just experienced*
- *Report to the Joint Committee – most likely in late January or early February*

3. Can fittings on the ferries not be removed and replaced at Falmouth as part of the re-fit speeding up reinstatement of the ferries?

Painting is generally on the critical path and has to precede refitting, therefore time saved in replacement of life-rafts etc. at Falmouth would be very limited, and the tow conditions might affect viability, but I will seek a review of this activity.

FINANCIAL IMPACT

4. Given the wider impact and real costs to the Torpoint economy can the joint committee answer the following: -

Are there going to be any compensatory measures for SME's and or regular commuters?

The Joint Committee has no current plans for and such compensation, but will consider this at its special meeting. Historically the Joint Committee has not compensated users for episodes of reduced service levels e.g. Bridge Strengthening and Widening, Bridge resurfacing.

5. Where does the Torpoint Ferry feature within your spending priorities as identified in your development plan?

Operation maintenance and improvement of the Ferry service is treated no differently from any other aspect of the service. We strive to achieve or exceed target key performance indicators at both crossings. Improvement projects do not compete for funding and are prioritised on their merits. For example a major upgrade of the traffic management arrangements at both sides of the crossing is planned for 2019/20, and an upgrade of the toll system in 2019/20 covers both crossings.

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COMMUNICATION

6. Were the emergency and public transport services updated as to the availability of ferries and what is the liaison link?

Police and Ambulance Service control centres are contacted direct by telephone by our Supervisors or night service controllers to inform of any service reductions. The Bridge Control Room may also support this communication.

7. As a result of your poor levels of communication what reviews and improvements do you intend to make, in order to build confidence in your service?

*We make extensive use of Twitter and Facebook and issue traffic information to the media typically every 30 mins. We also maintain contemporary information on our website. **For example***

<i>Twitter reach on 9 November 2018 storm event –</i>	<i>86,057</i>
<i>Facebook reach 12 October 2018 storm event –</i>	<i>20,100</i>
<i>Facebook reach 9 November 2018 storm event –</i>	<i>17,400</i>

8. Given the level of chaos and disruption over many weeks, why has there been no meaningful public apology forthcoming?

I have apologised both through press releases and through radio and TV.

FUTURE INVESTMENT

9. Do you have a long-term strategy for ensuring a reliable and efficient crossing of the River Tamar at Torpoint other than the ferries?

Our aim is to deliver safe reliable efficient crossings of the river at both locations using existing assets. We will strive to deliver a high level of service at the ferry during the lives of these vessels, which are expected to be serviceable until around 2035. The Joint Committee currently has no plans for a fixed crossing or other ferry crossing at Torpoint. However, the parent authorities Plymouth City Council and Cornwall Council, have commissioned studies to examine the capacity of the crossings and develop a range of improvement options. The Joint Committee is also very happy to engage with any initiatives for improved water transport on the Tamar.

INTERIM REPAIRS

10. Are there any plans to speed up response times to breakdowns and failures, including the possibility of working nights and weekend shifts?

The post-refit internal review mentioned earlier will consider maintenance resources and responsiveness. It should be noted however, that undertaking some activities at night could introduce unacceptable risk.

11. Do you maintain a good stock of essential parts and spares or operate a 'just in time' system?

We hold comprehensive stocks of essential spares and spares availability did not significantly affect maintenance during the refit period. We will however review stock arrangements following this episode.

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INTERIM REPAIRS (Cont.d)

12. Is the mechanical unreliability of the ferries that remain in service an indication of greater underlying issues that require improved management action/plans?

Chain ferries have some great characteristics –

- *Very low power and fuel requirements – less than 20% of a normal propulsion vessel*
- *They can and do operate in severe weather conditions when other ferries have to stop*
- *They take up a limited footprint on the river and docking on the slipways is simplified.*

However unlike buses, trains or normal propulsion vessels, chain ferries cannot be readily replaced with a spare vessel while work is done offline. (Even if we had one, it is a multi-day operation in good weather to swap a ferry.) Our main issues have been with the chain drive system or the power electronics. The former involves heavy metal chain guides, chain wheels and pulleys operating in a salt water environment and constantly hammered by the chain action, resulting in wear and tear particularly in bad weather of which we have had a lot recently. We have upgraded some obsolescent electronic systems in the refit. We are always looking for ways to reduce failure frequency in the heavy mechanical components, bearings and fittings. The recent extended refit period meant the remaining two vessels were worked very hard in some severe weather conditions, and offered very limited maintenance opportunities. We are catching up with outstanding issues now that three vessels are available.

HEALTH AND WELLBEING

13. On what legitimate grounds did you withhold permission to a local business to provide refreshments to ferry users during prolonged waiting times?

We do not consider it safe for refreshment retailers to be moving around in the traffic lanes with vehicles under traffic light control. Any users in distress can contact us for assistance.

Questions/comments from Councillors and members of the public:

Councillor S J Corbidge MBE – Referring to the “soft issues” and the resultant impact to commuters, school children, residents and businesses in the town and on the Rame Peninsula, Councillor Corbidge questioned whether the current TB&TFJC is fit for purpose, commenting and questioning whether in his opinion two public authorities should have joint overall responsibility for the river crossing. *Mr List explained the current employment structure, highlighting his position as the most senior Executive who has line management responsibility for the Ferry Manager and Bridge Manager, who each are responsible for the individual (Ferry) and (Bridge) Operations. Mr List explained in detail the ferries are bespoke vessels with complex systems and when maintenance/replacement parts are required, equivalent parts are not always immediately available.*

Councillor E H Andrews – Cited a recent example of poor communication, at short notice a tannoy announcement from the control tower at the Devonport side, saying “we are down to 1 ferry”, when all lanes are full with commuter traffic travelling to Torpoint and an empty ferry in site, does not help the public perception of the TB&TFJC. *Mr List immediately apologised for the lack of communication.*

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Questions/comments from Councillors and members of the public continued

Mr T Gulley – Made a statement referring to the maintenance marine engineer, questioning what changes had been taken to regular maintenance since the refit period has move from 3 to 5 years. *Mr List highlighted regular maintenance is undertaken, explaining a dry dock facility is required for some activities.* Mr Gulley expressed his disappointment as this is the second public meeting which he (Mr Gulley) had attended and both meetings the Ferry Manager had not been present, *Mr List explained he was unavailable to attend this meeting this evening.*

Mr M Spurling – Commented that mixed messages are often publicised (via social media) in the mornings, which can be confusing to commuters, e.g. a 3 ferry service is running and then often only 2 ferries are operating. *Mr List apologised for incorrect messages, explaining this could be due to a start-up problem, as ideally the machinery to run the ferries would not be closed down, adding the TB&TFJC are looking into keeping them running.*

Councillor G D Davis – Added his support to the Ferry Manager, explaining he has travelled to a Falmouth site meeting with him and has had regular contact him over the recent ferry issues.

Mr T Allen – As a previous employee, [recently retired] who worked on the ferry service for 19 years, he explained there has been a reduction in planned maintenance over the last 3 – 4 years, this includes Sundays and in his opinion there is now no planned maintenance. Mr Allen explained tradesman used to be employed, who knew how to maintain the ferries and now trained tradespeople are not recruited, Mr Allen subsequently questioned the current recruitment process. *Mr List responded giving details on the recruitment process, highlighting that many staff 'learn' the trade whilst in the post.*

Mrs S Webber – Commented that as a regular commuter, she had “never known the service to be so bad.” Adding that in her opinion recently she had seen a high turnover of staff, adding there have been issues whereby the control tower operate the traffic lights incorrectly, turning on the wrong traffic lane green light, causing frustration with queuing commuters. *Mr List explained qualified, capable staff work in the Control Towers, however, he would certainly take note of the comments made.*

Member of the public (didn't provide his name) – Commented that as a regular commuter, using the ferry at 6.30am, he had never seen any maintenance on the ferries being undertaken at night, highlighting if the ferries were operated by a commercial organisation then it is more likely for overnight maintenance to be undertaken. He added, that as a ferry user for 46 years, he has never known refits delays to be this poor. *Mr List responded the PLYM II ferry was late leaving for Falmouth due to the poor weather conditions and the refit took longer than anticipated.*

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Questions/comments from Councillors and members of the public continued

Mr E Parkin – Highlighted since living in Torpoint (since 1997) he has never known the situation with the ferry service to be so chronically poor, adding that in his opinion the refit contractor should be contacted for a re-imburement, due to the impact on the economy. *Mr List replied a series of defects following the PLYM II return from [Falmouth] yard had extended the time the ferry was out-of-service. These included a fault with the prow operation, which involved the removal of the equipment, adding a review of where this work is tested and undertaken is being undertaken in the future. Additional faults included blocked fuel filters, occurred for the first time, as well as fuel problems, there are now arrangements to review these defects. Following a question about the possibility of increasing the number of ferries to 4, Mr List highlighted the issues with storage of a fourth ferry, accompanied by the added expenditure for the additional ferry. Mr T Allen added, in his experience, the ferries would benefit from the maintenance team starting work earlier at 6.00am instead of 7.30am.*

Mr M Spurling – Asked whether maintenance faults are logged. *Mr List responded to affirm all faults are recorded.*

Councillor Miss R C Baker – Questioned choosing Falmouth as a location to undertake the refit work, due to the distance needed to transport the ferry before and after refit – *Mr List responded explaining a procurement process is undertaken, giving brief details of the companies who are invited to tender for the work. Falmouth Boat yard were subsequently awarded the contract for refit work adding they have been awarded the refit contract for all works since Mr List could recall, with the exception of one occasion.*

Town Mayor (Councillor L E Keise) thanked Councillors, members of the public and Mr David List for attending and invited any other questions for Open Forum (explaining the Council meeting was due to start at 7.15pm).

Mr E Parkin – Congratulated all those involved with the Christmas Lights in Fore Street, as they brighten up the town.

Mr David List and the majority of the members of the public left the Committee Room at this point.

MINUTES of a meeting of Torpoint Town Council held on Thursday 20th December 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, Miss R C Baker, Mrs. K Brownhill, S J Corbidge MBE, G J Davis, Mrs. J M Martin, Mrs. R A Southworth, M G Spurling, C R Still, Miss R A Tanner BEM, J Tivnan BEM plus the Town Clerk (Clerk), Responsible Finance Officer/HR Manager (RFO) with the Administration Assistant (AA) in attendance.

	ACTION
<p>150-18 Suspension of Standing Orders: - It was resolved that Standing Orders are suspended (at 7.15pm) to allow Open Forum to continue until 7.40pm. The meeting commenced at 7.40pm and Standing Orders were imposed.</p>	
<p>151-18 Apologies for absence: - Apologies for absence were submitted on behalf of Councillor Miss L J Hocking. Referring to minute number 165-18 (e) the Clerk reported Councillor Mrs C A Jackson has resigned her position as Town Councillor in the East Ward.</p>	
<p>152-18 Declarations of Interest relating to items on the Agenda: - An NRI (Non-Registerable interest) was declared by: - Councillor Mrs. R A Southworth (Agenda item 17 (a) – as a member of Torpoint Archives).</p>	
<p>153-18 Planning Applications: - None.</p>	
<p>154-18 Cornwall Council Report: - The Clerk indicated apologies for absence were received from Councillor M J Crago. Councillor G J Davis spoke on the recent and ongoing problems/issues with the Torpoint ferries, commenting his disappointment Councillor M J Crago had not attended this meeting as Joint Chair of the Tamar Bridge and Torpoint Ferry Joint Committee (TB&TFJC). Councillor Davis retracted a comment he made as he omitted to hear that apologies had been received from Councillor M J Crago in advance. Councillor Davis reported after attending the TB&RFJC meeting, summarising the following Committee approvals:-</p> <ul style="list-style-type: none"> ➤ There will a review of the engineering issues associated with the delays/refit work and the results of the review will be made public. ➤ The TB&TFJC will organise a public forum/meeting which is anticipated will be held in Torpoint in early 2019. ➤ Communication – The TB&TFJC has agreed a thank you letter accompanied by an apology will be forwarded to all ferry staff employed during this period. ➤ Highlighting the unprecedented period of time without the full three ferry service, Cllr Davis has asked for the Torpoint Ferry availability statistics to show two different KPI's (Key Performance Indicators): 	

<p>i) Three ferry availability during peak periods; ii) Availability of the whole service, 24 hours per day, 365 days per year (these are the current statistics provided).</p> <p>Councillor S J Corbidge and Councillor Mrs J M Martin thanked Councillor Davis for attending the meeting of the Tamar Bridge and Torpoint Ferry Joint Committee, giving support to ensuring the crossing service is reliable and sustainable. It was questioned whether two Cornwall Councillors sitting on the committee is sufficient. Deputy Town Mayor (Councillor Mrs. C E Goodman) reported attending a peer review session along with the Town Mayor at the Tamar Bridge offices, at the meeting the implications on all stakeholders were discussed. Councillor Davis continued his report highlighting the peer review undertaken by the TB&TFJC as well as updating members on the proposed toll increases. Councillor Davis summarised the Cornwall Council members currently on the TB&TFJC and in answer to a question explained Councillor George Trubody Cornwall Councillor for the Rame Peninsula is currently not a member of the Committee. Councillor Davis added other water-born transport is being considered to increase the resilience for the benefit of the local economy. Councillor G J Davis concluded his report detailing the organisations which will be supported via the Cornwall Council Community Chest funding for this financial year:</p> <ul style="list-style-type: none"> ➤ Cornwall Wildlife Trust – adding the organisation are planning an event at the Council Chambers in January 2019 ➤ Doo Poo bag dispensers – part of the Positive Poo campaign ➤ Additional local defibrillator fundraising campaign ➤ Local Scouting groups – central heating / boiler fundraising. <p>On behalf of Councillor M J Crago, there are two items to report:</p> <ul style="list-style-type: none"> ➤ Has attended the meeting of Pensions Committee ➤ As Joint Chairman of the Tamar Bridge and Torpoint Ferry Joint Committee a public meeting is anticipated to be arranged early in the New Year. 	
<p>155-18 Process to fill the casual vacancy in the West Ward (due to the disqualification of Peter Edwards): - The Clerk reported in the absence of 10 electors calling for an election, the Council would fill the casual vacancy by Co-option. It was resolved:</p> <p>i) the closing date for Co-option would be Friday 18th January 2019; ii) candidates wishing to be considered for Co-option would be able to explain why they wanted to be considered and all candidates will be invited to attend for an informal meeting prior to the Asset Management and Operations Committee meeting on Thursday 24th January 2019, at which the vacancy would be filled.</p> <p>An advertisement for the vacancy will provide a detailed explanation of what is required to be a Councillor.</p>	Clerk/AA
<p>156-18 Minutes of the previous meeting The minutes of the meeting held on Thursday 15th November 2018 were taken as read, confirmed and signed by the Mayor.</p>	
<p>157-18 Matters arising from the minutes a) 'Kissing gate' proposal – Horson Sports Field (A374): - Pursuant to minute 139-18 (b) the Clerk highlighted the second response from the Cornwall Council Officer on this matter (previously circulated), it was resolved to correspond with</p>	Clerk

Cornwall Council for a third 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.

b) Cornwall Council/Antony Road public conveniences: -

Pursuant to minute 139-18 (e) it was **resolved** 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 168-18 below].

c) Festive period Free Parking: -

Pursuant to minute 139-18 (f) the Clerk highlighted the date for free parking in the town will be Saturday 22nd December 2018.

d) Adela Road – Land Registry: -

Pursuant to minute 141-18 the Clerk explained receiving a response from Land Registry highlighting, that if an application to register the fenced off land has been made this would be revealed using the Land Registry MapSearch facility, and if this is the case a formal written objection could be lodged to HM Land Registry. Additionally HM Land Registry highlighted they are unable to deal with any disputes and legal advice should be considered, if required.

158-18 Minutes of the Finance and Personnel Committee

It was **resolved** that the minutes of the meeting held on Monday 3rd December 2018 (as circulated) are received and the recommendations in the minutes 79-18F&P (Hiring and Letting Charges) and 74-17F&P (a) (Torpoint Players – Request to use Council facilities at no cost), 81-18F&P (Confidential Minute – Proposed transfer of the public conveniences at Antony Road), 84-18F&P (b) (Council Investment Strategy) and 84-18F&P (e) (to review the use of Council facilities at no cost) are adopted and implemented. Pursuant to minute 82-18 F&P (Council Budget for the 2019-20 financial year) the RFO reported that following the Finance and Personnel meeting and in discussion with the Clerk, it was noted that the cost of the Community Governance qualification for the Administration Assistant (as resolved in the Resource review paper - minute 126-17 refers) had increased considerably and as a result an additional £3,000 was added to the training budget for the 2019-20. It was noted that the pension deficit as identified by the LGPS actuaries for this council would probably be absorbed into the salary contingency. As a result of the increase it was unanimously **resolved** that a balanced budget is set at £435,580 for the 2019-20 financial year that would result in a precept requirement of £323,466 (the final budget is attached to these minutes). Based on the information produced by Cornwall Council, on the basis of the slight rise in the Council tax base for Torpoint, the parish element of the band "D" would increase to £140.67. By not adopting the recommendation in the confidential minute not to implement the calling of the System and Procedures Working Party but relying on the Mayor to voluntarily call the meeting, the RFO reminded members that whilst provision had been made in the budget for the proposed increase in expenditure, should the Council not formally resolve to adopt the proposed salary increases for both the Clerk and Administration Assistant, this would then default to the current arrangements for both members of staff (save the spinal point increase for the Administration Assistant). As there is no variation to the other Council posts from previously resolved items, these posts, as listed, were confirmed by Council. Pursuant to minute 82-18F&P in answer to a question from Councillor G J Davis it was confirmed that Committee had approved the festival expenditure (Tourism (LGA 1972 sec 144)) subject to compliance with the Council protocols

and procedures. In answer to a question on any projected increase in the precept for the 2020-21 financial year, the RFO replied by stating that the Council could expect an expenditure increase over and above this year's increase but could not be specific as there were many variables in next year's projects, it would be dependent on any other projects being introduced, the Council remaining within budget and other fiscal constraints together with unknown external factors. The RFO therefore could, in the circumstances, only generalise on any future rises.

(The RFO left the meeting at this point.)

159-18 Mayor's Communications

Saturday 24th November it was an honour to open the annual Christmas Tree Festival, held at St James Church Torpoint. Over 50 trees were dressed and displayed by local organisations and groups. Visitors to the festival were able to vote for favourite tree throughout the two week duration of the event. Thanks to the Rev Cannon Lynn Parker and her team for once again starting Christmas in a fantastic way.

Friday 30th November accompanied by my Mayor's Cadet Josh Foster we attended the Torpoint Lady Singers concert held here at the Council Chambers. It was an evening of song of course, but also humour and poetry and one must not forget the wonderful cakes and desserts served at the interval. Congratulations once again to the ladies who recently entered a singing competition and came away with a totally unexpected silver medal.

Saturday 1st December, I had the honour of switching on the town's festive lights, helped by Torpoint citizen of the year Betty Begby, Miss South West Jade Rice-Alor and Invictus Games competitor Debbie Godfrey. It was a wonderful evening that brought the town together to celebrate the start of the holiday season. On behalf of the town and community I would once again like to thank the many entertainers that provide such an array of talents, which kept the crowds entertained throughout the afternoon and evening. Thank you to Andy Martin and his team, Ray Skelly, Liam and Declan for helping set up the many structural aspects of the whole event. The Torpoint Town Partnership and Fore Street traders, also to the many volunteers who gave their time freely so that the whole event could be staged. It's fair to say that without their assistance the event would have not taken place.

Thursday 6th December, we were pleased to attend the annual Ferry Boaters Christmas Concert held at Cornerstone Church. Once again much needed funds for the church were raised on the evening, well done Betty for another entertaining evening of song and dance.

Saturday 8th December, I closed the Christmas Tree Festival and awarded the certificates to the winning entries. Over 50 trees were entered and it was a difficult decision to nominate a winner. After a recount first prize was awarded in the adult section to the Friends of Thanckes Park and their Poo Tree. Over £100 was raised over the 15 day duration of the festival.

Sunday 9th December Josh and I attended the Big Sing once again held in St. James Church. It was a great opportunity to sing well known carols and be entertained by the Wilcove Hand Bell Ringers. The Torpoint and Rame Ukulele Band were also in attendance and helped to make the whole event extra special.

Tuesday 11th December I attended Torpoint Community College Christmas Concert. I was blown away (pardon the pun) by the talented musicians and singers that we have within our midst, and I congratulate the school and Head of Music, Kevin Baker on a fantastic job done well.

<p>Wednesday 12th December, Maureen and I attended Carbeile Junior School's Christmas Nativity performed by Year 3 pupils. It was twist on a familiar story performed to an exceptional level. Once again we were amazed by their level of confidence in performing in front of unknown faces.</p> <p>15th December we attended the Torpoint Branch Royal British Legion Christmas Dinner, held here at the Council Chambers. It was an opportunity to help raise funds for a much worthy cause, to dine with old and new friends and once again help start the festive season. Once again thank you and well done to all involved.</p> <p>20th December Maureen and I presented a bouquet of flowers on behalf of the town to Eve and Brian Oates, on the celebration of their 60th wedding anniversary. Christmas card greetings were announced.</p>	
<p>160-18 Minutes of the Asset Management and Operations Committee It was resolved the minutes of the meeting held on Thursday 22nd November 2018 (as circulated) are received and the recommendations contained in the minutes 85-18AMO (c) (Ellis Monument), 88-18AMO (a) (Three year Asset Management and Operational plan 2019-2022), 91-18AMO (a) (Remembrance Service 2018 - Downing), 91-18 (c) (Memorial Bench – Lakeman) are adopted and implemented.</p>	Clerk
<p>161-18 Minutes of the Development and Localism Committee It was resolved the minutes of the meeting held on Thursday 6th December (as circulated) are received and the recommendations contained in the minutes 84-18D&L (c) (War Memorial), 87-18D&L (a) (Communications policy – social media policy), 89-18D&L (a) (Land at Trevol Road, former bus depot), 89-18D&L (c) (Consultation on Application for a Marine Licence), 89-18D&L (e) (Talk to the Town Council - Torpoint Nursery and Infant School children) are adopted and implemented. Pursuant to minute 84-18D&L (c) (War Memorial) the revised granite quotation is awaited from the stonemason. Pursuant to minute 87-18D&L (a) Communication policy) it was resolved to trial the implementation of a Facebook site for a period of three months. Pursuant to minute 89-18D&L (e) (Talk to the Town Council) Councillor M G Spurling explained due to work commitments it is difficult for him to attend any presentations prior to the start of council meetings.</p>	Clerk
<p>162-18 Financial Comparison It was resolved that the November 2018 Financial Comparison (as circulated) is received and 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.</p>	
<p>163-18 Meetings Schedule 2019 A change to the circulated schedule: The May Finance and Personnel Committee meeting is scheduled for Monday 29th April 2019.</p> <p>Two Community Network Panel meetings clash with Council Asset Management and Operations Committee meetings: Thursday 28th February and Thursday 26th September. Councillor J Tivnan explained contacting Councillor Miss L J Hocking who was not available to attend the Community Network Panel meetings is his absence.</p>	

164-18 Accounts for payment

PAYEE	REASON	GROSS	(VAT)	NETT
Cornwall Council	Rates (Council Chambers) January '19	1,311.00	0.00	1,311.00
Cornwall Council	Rates (Public Cons) January '19	136.00	0.00	136.00
Don Benson	Clock Winding	48.00	0.00	48.00
ASG Security	additional door closers and monitoring	1,418.04	236.34	1,181.70
AED	Defib monitoring annual fee	756.00	126.00	630.00
Western Web	Cllr L Keise assistance with TTC email	36.00	6.00	30.00
Rambart Decorators Merchants	Decorating materials	173.19	28.87	144.32
SLCC	Deposit for Staff Training Cert HE (Level 4)	150.00	0.00	150.00
Torpoint Builders Merchants	320626 Wood for benches	93.31	15.53	77.76
Torpoint Builders Merchants	320608 Waste Pipe	11.50	1.92	9.58
BT	Phone services 01752 816358	36.72	6.12	30.60
Cornwall Council	Garage rental	54.64	9.12	45.52
Ministry of Defence	Yonderberry Point seat	50.00	0.00	50.00
Complete Business Solutions Group Ltd	Brewers Stationery	24.00	4.00	20.00
Carew Lodge	Refreshments for Civic 2018	369.90	0.00	369.90
SSE Southern	Electricity Bill – Council Chambers	1056.75	176.12	1207.05
Waterwise	replacement toilet seat Antony Road	53.87	8.98	44.89
Torpoint Electrical	Replacement Freezer	199.00	33.17	165.83
Brandon Hire	Scaffold Tower for Christmas Lights H&S	142.56	23.76	118.80
British Gas	Antony Road Electricity	24.17	1.15	23.02
EE T Mobile	Telephone	72.60	12.10	60.50
Corona Energy	Gas Supply	1098.18	183.03	915.15

A question about defibrillator monitoring expenditure was raised.

165-18 Correspondence

- a) Rame Peninsula Public Transport Users Group Meeting Minutes (18-10-18): - Noted.
- b) Consultation on School Admission Arrangements 2020/2021 – Plymouth City Council: - Noted.
- c) Proposed Bus Stop Improvements – Torpoint – Cornwall Council: - The Clerk explained the bus stop improvements being proposed by Cornwall Council, citing an investment of approximately £60,000 for the proposed work. Following debate it was **resolved** to support the proposed improvements.
- d) Final recommendation on the new electoral arrangements (December 2018) – The Local

Clerk

<p>Government Boundary Commission for England: - The report was duly noted, Councillor G J Davis spoke on the subject highlighting this was a reasonable outcome.</p> <p>e) Resignation from Town Councillor - Councillor Mrs. C A Jackson: - The Clerk detailed the correspondence from Councillor Mrs. C A Jackson who has resigned her position as Councillor in the East Ward, the Chairman and members wished to correspond and thank Mrs Jackson for her dedication and support to the town over the last twelve years. The Clerk will undertake the necessary tasks to commence replacement of the vacancy.</p>	Clerk
<p>166-18 Reports</p> <p>a) Library Working Party Report:- The Library Working Party report was accepted. The Clerk highlighted the Solicitors anticipate the Torpoint Library current work in progress invoice is £3,142.00, however, considering the original fee estimate, these costs will be limited to £2,500 plus VAT. Following debate it is resolved to delegate authority to the Clerk to correspond with the Solicitor and agree the proposed costs. It was further resolved to issue the tender for the proposed works to the Library.</p> <p>b) Torpoint Town Partnership: - The Town Mayor explained last month's meeting was very constructive, the next meeting is scheduled for Tuesday 15th January 2019, the key agenda item will be agreeing the event calendar for the forthcoming year.</p> <p>c) Report from Neighbourhood Plan steering group: - Councillor G J Davis highlighted the importance of the steering group being reinvigorated, highlighting that due to increased work commitments a replacement Chair of the group (from the Council members) should be sought; Councillor Davis explained he plans to continue to provide support to enable the Neighbourhood Plan to be completed.</p> <p>d) Report from Delegates to Outside Bodies: - i) Community Network Panel – Councillor G J Davis summarised the December meeting, confirming the committee has approved all this council's transport improvement requests, explaining they are small deliverable projects; Councillor Davis could not yet confirm a start date for the work to commence.</p>	Clerk Clerk
<p>167-18 Date of next meeting: - Thursday 17th January 2019.</p>	
<p>168-18 Exclusion of Public and press: - 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 9.20pmTown Mayor</p>	