

TORPOINT TOWN COUNCIL

MINUTES of a meeting of Torpoint Town Council held on Thursday 16th March 2017 at 7.00pm in the Council Committee Room, 1-3 Buller Road, Torpoint.

PRESENT: - Deputy Town Mayor (Councillor L E Keise - Chairman), Councillors E H Andrews, Mrs. K Brownhill, G J Davis, Mrs. C E Goodman, Mrs. C A Jackson, M N Pearn MBE, Mrs. R A Southworth and J Tivnan plus the Town Clerk with the Deputy Town Clerk in attendance.

	ACTION
<p>170-16 Apologies for absence:- Apologies for absence were submitted on behalf of the Town Mayor (Councillor M J Crago), J F Creek, P R Edwards, A P Glanville, B Hobbs, Mrs. J M Martin and Miss R A Tanner BEM.</p>	
<p>171-16 Declarations of Interest relating to items on the Agenda:- None.</p>	
<p>172-16 Minutes of the previous meeting:- The minutes of the previous meeting held on Thursday 16th February 2017 were taken as read, confirmed and signed by the Mayor.</p>	
<p>173-16 Matters arising from the minutes</p> <p>a) Minutes of the Coastal Community Team Advisory Committee:- Pursuant to minute 157-16 (a) Councillor G J Davis reported that he still has not finalised the process of forming the CIC but would complete this before the next meeting.</p> <p>b) Planning Application – Police Station:- Pursuant to minute 157-16 (c) Councillor G J Davis apologised for not completing and circulating the email detailing what was considered to be a conflict between the emerging Neighbourhood Development Plan and the police proposals for the redevelopment of the police station site. Councillor Davis confirmed that he would circulate the email in time for the next meeting of this Council.</p> <p>c) Cornwall Council – Queens Park Estate: - Pursuant to minute 157 -16 (e) in the absence of Councillor B Hobbs there was no update to present. A further report is expected at the next meeting of this Council.</p> <p>d) Lloyds Bank Meeting:- Pursuant to minute 160-16 it was reported that the date of the meeting has been changed to the 23rd March and only 2 members of the Council have been invited to attend. In the circumstances it was confirmed that the Chairman of the Finance and Personnel Committee Councillor Mrs. R A Southworth and also Councillor B Hobbs who had organised the petition against the bank closure, would attend the meeting. It was suggested that the list of possible questions and discussion points compiled by Councillor Mrs. R A Southworth is circulated to all members so that this can be discussed further at a pre-meeting scheduled for the 20th March. After further discussion it was resolved that the Deputy Town Clerk would circulate the list to all members for consideration.</p> <p>e) Bus Shelters:- Pursuant to minute 162-16 the Clerk reported that he has received the signed copy of the Deed of Termination from Clear Channel. The Clerk reported that dialogue has been established with Cornwall Council to arrange the transfer of the shelters to Cornwall Council ownership but during the information exchange it was noted that the Goad Avenue shelter has</p>	<p style="text-align: right;">GJD</p> <p style="text-align: right;">GJD</p> <p style="text-align: right;">BH</p> <p style="text-align: right;">DTC</p>

<p>been removed. It is understood that the shelter was removed some time ago following a complaint from a resident. The Clerk has informed Clear Channel that only 12 shelters were transferred. Cornwall Council have also raised points with reference to the shelters on HMS Raleigh land, grass cutting and age of some shelters. The Clerk will try and assist with the matters raised but the shelters were erected by Adshell and the necessary permissions obtained by them and not this Council. The Clerk suggested that the negotiations and final permissions would probably transcend the end of this financial year.</p> <p>f) Cornwall Council – Grassed area Kingsley Avenue:- Pursuant to minute 167-16 (b) in the absence of Councillor B Hobbs there was no update to present. A further report is expected at the next meeting of this Council.</p> <p>g) Reports from Delegates to outside Bodies: - Sargeant Crow leaving. Pursuant to minute 167-16 (d) Councillor J Tivnan was not able to establish contact with Sargeant Crow who it is understood has been promoted to Acting Inspector. Councillor Tivnan was confident of obtaining the information in the near future.</p>	<p>Clerk</p> <p>BH</p> <p>JT</p>
<p>174-16 Mayor’s Communications</p> <p>Saturday 18th February – It was the Mayor’s Charity Valentine Ball at the Council Chambers. Tina and I would like to thank all those that attended and made it a very special evening. With excellent company, food and entertainment we raised in excess of £600 thanks to the Carew-Pole Charitable Trust community trust fund that kindly donated to the charity and to all who donated raffle prizes. Thanks also to those who assisted with setting everything up for the ball and of course to Andy Martin Productions Support for transforming the hall into a Valentine theme.</p> <p>Friday 23rd February - Tina and I attended the Torpoint Lady Singers for their cabaret evening at the Council Chambers, a very enjoyable evening was had by all.</p> <p>Saturday 24th February – Tina and I attended the Diamond Wedding celebrations for Connie and Brian Greenacre and presented them with a bouquet of flowers and card. Congratulations to them both.</p> <p>Monday 27 the February – I officially received on behalf of the town, two public access defibrillators from FLEET, one sited in Buller Road in memory of my late brother George and the other at the Carbeile Inn. My thanks to all involved in the fund raising for these, in particular to Beckie Hall for running the London marathon in aid of this.</p> <p>Friday 3rd March – I attended the 25th Anniversary celebrations of CHAT and enjoyed a wonderful afternoon with them. Guests were entertained by a magician and the Queens Dock Uckele Band and some lovely homemade refreshments. My thanks to CHAT for the many thousands of pounds raised and donated to several worthwhile causes in and around our community and for bringing health issues to the forefront and addressing them.</p> <p>Sunday 5th March – Tina and I attended the Saltash Civic Service. Receipt was reported of a letter to the Mayor from Captain Ellie Ablett Commanding Officer of HMS Raleigh, expressing thanks and gratitude for attending the Valentine Ball at the Council Chamber.</p>	
<p>175-16 Planning Applications</p> <p>None.</p>	
<p>176-16 Minutes of the Asset Management and Operations Committee</p> <p>It was resolved that the minutes of the meeting held on Thursday 2nd March 2017 (as circulated) are received and the recommendation in minute 83-16D&L (Development Plan 2016-17) is adopted and implemented. Pursuant to minute 119-16AMO (Floor Buffer) the Deputy Town Clerk explained the anticipated frequency of use and also the options available</p>	

<p>that also included the possible purchase of a refurbished machine with a year guarantee that would be less expensive. Councillor M N Pearn stressed the importance of the machine in maintaining the floors of the building. Councillor Pearn explained that the floors were deteriorating and the use of a floor buffer would reverse this. Councillor G J Davis argued that the suggested expenditure of £825 for the floor buffer could have been spent on repairing equipment in the play parks and not on this building. Following further discussion it was resolved that this matter would be delegated to the Asset Management and Operations committee to make the decision on the way forward with expenditure up to a ceiling of £825. Pursuant to minute 112-16AMO (a) (Defective Roof) and in consideration of the Finance and Personnel Committee minute 118-16F&P it was resolved that the Council would not repair the defective roof but arrange to have the roof replaced at a cost of £868.66 using the system as highlighted in minute 118-16F&P. Pursuant to minute 128-16AMO (Railings, Harvey Street – email as circulated) it was resolved to support the proposal from Cornwall Council to remove the rusty railings from Harvey Street and replace them with hazard marker posts.</p>	<p>AMO</p> <p>DTC</p> <p>Clerk</p>
<p>177-16 Minutes of the Finance and Personnel Committee</p> <p>It was resolved that the minutes of the meeting held on Monday 27th February 2017 (as circulated) are received and the recommendations in minutes 110-16F&P (a) (Civic Functions), 110-16F&P (b) (Internal Controls Scrutiny – System Review), 110-16F&P (c) (Committee Budget Allocations), 111-16F&P (a) (Standing Orders) and 111-16F&P (b) (Financial Regulations and Best Value Statement), are adopted and implemented. Pursuant to 112-16F&P (c) (Staff Appraisals) it was resolved that in view of the confidential nature of the business about to be transacted involving staff contracts, that the press and public will be excluded and they will be instructed to withdraw prior to the adjournment of the meeting (Public Bodies (Admission to meetings) Act 1960 part 1 para 2). Pursuant to minute 114-16F&P (a) (Rame Peninsula Public Transport Users Group – Application for use of facilities at no charge) it was noted that the meeting had already been convened and that therefore this item was duly accepted as a resolved matter. Pursuant to minute 118-16F&P (Any Business that has been disclosed to the Chairman and members prior to the meeting – Defective Roof) it was noted that this item had been previously dealt with in considering of the Asset Management and Operations Committee meeting minute 112-16AMO.</p>	
<p>178-16 Minutes of the Development and Localism Committee</p> <p>It was resolved that the minutes of the meeting held on Thursday 2nd February 2017 (as circulated) are received and the recommendations in minute 83-16D&L (Development Plan 2016-17) is adopted and implemented. Pursuant to minute 80-16D&L (a) (Devolution programme of assets and services) the Clerk read an email from the CNA Link Officer confirming that Enterprise Court would not be devolved to Torpoint Town Council, the tennis courts in Thanckes Park had reached an impasse in that the Town Council did not wish to receive the hut but that Cornwall Council had no finances to demolish it and in conclusion although the Town Council had priority interest in the small park in Rowe Street an interest has been expressed from a resident. There is no progress to report on the devolution of other parks and the closed Horson cemetery. The email was noted. After considering the email members resolved to reply</p> <p>a) To progress the issue the Town Council would consider having the area of tennis courts and hut devolved with the hut still in place. This would also be discussed further by the Development and Localism Committee</p> <p>b) Whilst the Council would allow the resident to have a priority for the purchase of the Rowe Street Park provided that any capital receipt that is received is re-invested back into the parks within Torpoint. Should Cornwall Council not give this guarantee then the Town</p>	<p>Clerk</p>

Council would request that it still had priority to have the park devolved to them. Pursuant to minute 80-16D7L (b) (War Memorial) and (c) (Adela Road) the Deputy Town Clerk reported that a meeting with the Transport Officer has been arranged for the 29th March and called for items to be discussed in addition to those highlighted in the minutes. Various items and matters were suggested and will be considered for inclusion in the meeting. Pursuant to minute 81-16D&L (a) (Town Council objectives) the Clerk reported that the proposed timeframe to achieve the award by May 2019 is feasible (minute 18-16D&L (d) refers) but that the Council will have to implement all the objectives and cannot "cherry pick" what it does not consider appropriate for this Council. The standard appeared a more broad approach than the current prescriptive and detailed policies and procedures that were designed to be strong and resilient, underpinning the Council operations. These were based on principal authority and national institution protocols and standards. The Clerk suggested that Committees are delegated various areas of the plan and to work this into the fabric of the Committee functions to commence from July onward. The Clerk cited examples following which it was **resolved** to defer any further consideration of an approach until at least June to allow the transition periods for the financial and civic years together with the election process.

Clerk

179-16 Minutes of the Coastal Community Team Advisory Committee

It was resolved that the minutes of the meeting held on Wednesday 1st March 2017 (as circulated) are received and adopted.

180-16 Financial Comparison

It was **resolved** that the February 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.

181-16 Accounts for payment

PAYEE	REASON	GROSS	(VAT)	NETT
J & A Elworthy	Rinse Spray Replacement	128.60	21.40	107.20
Cornwall Council	Garage Rent (27 Feb - 2nd April)	36.48	6.08	30.40
Rabart Decorators	Paint and Ancillary Equipment (Annex)	263.17	43.87	219.30
Rabart Decorators	Paint and Brush (Annex)	45.74	7.63	38.11
DDC CRC	Probation Team	448.00	74.67	373.33
M Acton	Laundry	101.00	0.00	101.00
Western Web	Webspace Renewal NDP	80.40	13.40	67.00
Cornwall Academy Maint Serv	Repairs Hall System	114.00	19.00	95.00
BIFFA	Wheelie Bin (18 Feb - 24 March)	127.08	21.18	105.90
ITEC	Photocopying	33.97	5.66	28.31
Zurich Municipal	LCAS Seminar	36.00	6.00	30.00
A Campfield	Photography	25.00	0.00	25.00
AA Lettings	Property Management (Annex)	275.00	0.00	275.00
Western Web	Webspace Renewal (TTC Website)	80.00	13.40	66.60
D Benson	Clock Winding	28.00	0.00	28.00
British Telecom	Phone Bill	35.98	6.00	29.98
EE/T Mobile	Telephones	60.00	10.00	50.00
Corona Energy	Gas Supply	989.32	164.89	824.43
PWLB	Loan Repayment	17,599.99	0.00	17,599.99

182-16 Correspondence

a) SSE- Contract Renewal Reminder.
Noted.

b) Weed spraying contract.

It was noted that both estimates were based on two applications of herbicides and the prices were exclusive of VAT.

Company	Quotation	Amount (£)
CORMAC Solutions	Tender as per specifications	£2,958
Complete Weed Control (SW)	Tender as per specifications	£2,400

It was **resolved** to award the contract to Complete Weed Control (South West).

c) Cornwall Council – Footpaths (LMP) agreement 2017-18.

Noted. It was **resolved** to re-enter the Footpaths (LMP) agreement for 2017-18.

d) EE (Telephones) – Price increase.

Noted.

e) BIFFA – Annual Review of Collection prices for General Waste.

Noted.

Clerk

DTC

183-16 Reports

a) Neighbourhood Plan Steering Group.

It was **resolved** that the minutes of the meeting held on Monday 6th March 2017 (as circulated) are received and adopted. Pursuant to minute 105-16NDP (a) (Draft Neighbourhood Plan consultation) Councillor G J Davis spoke at length on this minute including acknowledgement that Antony Estates as the principal land owner has responded to the document. Councillor Davis advised the Committee that the reply from the consultants with the proposed updates/amendments will be received well in advance of the next Council meeting and it was therefore duly **resolved** that delegated authority is given to the Development and Localism Committee meeting on Thursday 7th April 2017 to consider the updates/amendments and after due consideration to submit the finalised document to Cornwall Council on behalf of this Council.

b) Cornwall Council:-

Councillor Pearn presented the ferry report:-

D&L
Comm.

WEEK COMM	DAY AND DATE	FERRY	IMPACT ON SERVICE	SCHEDULED SERVICE	REASON	OVERALL EFFICIENCY %
13/02/2017	Tuesday 14 th February	Plym	2	1292	Prow Inspection	99.5
	Friday 17 th February	Tamar	2		Loose segment bolts	
	Saturday 18 th February	Plym	2		Drive Defect	
23/01/2017	Monday 20 th February	Plym	2	1292	Start up problem	96.4
		Tamar	2		Grid cooler clean	
	Thursday 23 rd February	Lynher	22		Broken South Chain	
			30			
27/02/2017			0	1292		100
06/03/2017			0	1292		100

Overall availability 98.8% Target 99%

<p>a) Torpoint Town Partnership (TTP):- It was reported that the next meeting of this Committee would be held on Tuesday 21st March 2017.</p> <p>d) Reports from Delegates to outside bodies:- Councillor J Tivnan reported on a visit to Tolvaddon centre for monitoring CCTV installation for 7 towns in West Cornwall. Councillor Tivnan reported that all the operators are familiar with the locations in the seven towns and advised members that the Police and Crime Commissioner has allocated £200,000 toward CCTV projects in Devon and Cornwall. Councillor Tivnan proposed that the Council should register an expression of interest Councillor E H Andrews supported the request without prejudice and claimed the statistics supported the use of CCTV cameras. After further discussion it was resolved that this Council would submit an expression of interest. It was resolved to defer any discussion on the recent visits to schools until a future meeting pending any further developments and if required would be taken with the Public and Press excluded.</p>	DTC
<p>184-16 Date of next meeting Thursday 20th April 2017.</p>	
<p>185-16 Exclusion of the Public and Press It was resolved that the meeting stand adjourned and the press and public are excluded from the meeting as the items to be discussed related to staff contracts and appraisals (Public Bodies (Admission to Meetings Act) 1960 part 1 para 2). The confidential minute is appended to these minutes. (Minutes 112-16F&P (c) and 177-16 above also refers). (At this point the Town Clerk left the meeting and the Deputy Town Clerk recorded the confidential minute).</p> <p>Meeting Closed at 9.30pm.....Mayor</p>	
<p style="text-align: center;">OPEN FORUM</p> <ul style="list-style-type: none"> ➤ Mrs. E Griffiths – Spoke on the proposed planning application at the Gardens in Antony Road. Mrs. Griffiths explained that she lived opposite the proposed development and wished to ascertain why the application had not been called in by the planning committee but had been delegated to an officer. Councillor G J Davis explained the process to date and the Deputy Town Clerk would furnish Mrs. Griffiths with the contact details of the local Cornwall Council member Councillor Brian Hobbs for a further explanation. ➤ Councillor J Tivnan spoke on the issue of Dog Fouling around the town especially in and around Albion Road and the suggestion of engaging with a national company to undertake work in Torpoint and possibly on the Rame peninsula. Councillor Tivnan explained the difficulties of trying to obtain the information from Torbay Council but had indicated the officers at Boston Council had been most helpful. The current application of resources of 5 hours per week to one of our Caretakers was highlighted and it was suggested that with the lighter mornings an early morning inspection might be appropriate. 	