

TORPOINT TOWN COUNCIL

OPEN FORUM

M Howells – Torpoint Library – it was reported that the asset condition survey of the library is awaited by this Council following receipt a further meeting will be convened by Torpoint Town Council.

M Howells – Pothole near the former Lloyds Bank. Cornwall Councillor G J Davis will report this matter to highways.

M Howells – Adela Road – It was confirmed that this issue is being pursued by the public rights of way department at Cornwall Council and any updates are awaited from this authority.

M Howells – Citizen of the Year – the Council would discuss this at Committee.

Rev Lynn Parker – Reminded members of the forthcoming events organised during December involving the Church.

MINUTES of a meeting of Torpoint Town Council held on Thursday 16th November 2017 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, Mrs. K Brownhill, L Clarkson, S J Corbidge MBE, G J Davis, P R Edwards, Miss L J Hocking, Mrs. J M Martin, Mrs S C Ryder, Miss R A Tanner BEM and J Tivnan BEM plus the Town Clerk and the Deputy Town Clerk in attendance.

	ACTION
<p>127-17 Apologies for absence:- Apologies for absence were submitted on behalf of Deputy Town Mayor (Councillor Mrs. C E Goodman), Councillors Miss R C Baker, Mrs. C A Jackson and Mrs. R A Southworth.</p>	
<p>128-17 Declarations of Interest relating to items on the Agenda:- Non-Registerable Interest (NRI) were declared by: - Councillor Miss S C Ryder – Agenda item 10 (as secretary of the Torpoint and Rame Chamber of Commerce).</p>	
<p>129-17 Planning Applications: - a) PA17/10344 – 2, Chapeldown Road, Torpoint – New rear extension to replace the existing conservatory and general external refurbishment including new glazed openings. No objections or observations.</p>	
<p>130-17 Cornwall Council report:- Councillor G J Davis reported on inconsiderate parking issues at various locations in the town including around Tor House. Other matters included the school crossing patrol and looking at the acquisition of traffic regulatory orders and noted that there is a possibility of local Community Network Areas (CNA) receiving a small allocation of funding to finance them. Councillor Davis then spoke at length on waste contracts. Councillor Davis reported that the current contract expires in 2019 with the succeeding contract to be let for 8 years. Councillor Davis noted that tenders are currently being prepared to acquire new vehicles. It is also proposed that the fortnightly recycling operation will change to weekly and will include food waste for the first time. It is estimated that 45% of “black bagged” general waste contains food and in the drive to improve recycling rates, food waste will be recycled and the remainder will be collected fortnightly. Councillor Davis reported that currently 36% of household waste is recycled with the national average standing at 50% although it was also reported that in</p>	

<p>Wales the rates are even higher and it is intended to use the principality as the exemplar to follow. Councillor Davis also reported on the future of recycling bins in Council owned car parks. Councillor Davis stated that a large amount of waste generated in the bins was from commercial organisations and the Council were currently reviewing the strategy. Councillor Davis also reported on proposals for the economy and housing and that Cornwall Council would become a property developer in their own right. Councillor Davis indicated that Cornwall Council would work with 18 towns in the county including Torpoint. Councillor Davis answered questions on the maximum number of refuse bags to be collected, the continued segregation of recycling bags and that there was no progress to report on bollards in Harvey Street or disability parking lines in Sydney Road.</p> <p>In the absence of Councillor M J Crago the member for the West Division, the Clerk read from a previously prepared report. The report confirmed on the fate of planning applications PA17/09209 (case officer Sarah Stevens), PA17/02382 (advice given and case closed) and PA17/07407 (refused). Councillor Crago also reported on his engagement role with the Brunel Pension Partnership at Exeter. The report detailed the role Brunel pensions play in management of the funds that have grown from £2.3 billion to £2.8 billion. Councillor Crago also announced that tenants of Cornwall Council owned properties are going to be issued with a review of their tenancy agreements and are being consulted on new arrangements. The aim is to bring the 10,300 or so properties under one agreement as currently the agreements still operate under the arrangements from the former 6 former District Councils.</p>	
<p>131-17 Minutes of the previous meeting:- The minutes of the meeting held on Friday 20th October 2017 and the extraordinary meeting held on Monday 30th October 2017 were taken as read, confirmed and signed by the Mayor subject to the insertion at the end of minute 126-17 :- “Councillor Mrs R A Southworth declared a non-registerable interest (NRI) (as being related to a member of staff) and whilst speaking under 3.5A of the Code of Conduct with the Mayor’s permission, left the chamber before the vote was taken”.</p>	
<p>132-17 Matters arising from the minutes a) Travellers in Torpoint: - Pursuant to minute 112-17 (b) the Clerk reported that a meeting has been arranged with the Cornwall Council traveller liaison officer on the 24th November to discuss management of travellers. It is anticipated that an update on any progress to establish restrictive entrance to community site on Antony Road. b) Freedom of the Town: - Pursuant to minute 112-17 (c) the Council unanimously resolved to approve the following resolution:- “We the Councillors of Torpoint Town Council bestow the honour and privilege of the title of “Honorary Burgess” on Councillor Michael John Crago for his 34 years of unbroken service to Torpoint Town Council including 5 terms as Town Mayor. In bestowing this honour, the Town Council is also cognisant of the commitment and service to the community and organisations in the town and for recognition of his time as Chairman of the former Caradon District Council”.</p> <p>The Clerk in summarising the position, drew attention to the need to be consistent and recommended that the Council consider a future policy on recognition of long term achievements, having a policy in place and underpinned by robust terms of reference. Members concurred with the Clerks prognosis and it is recommended that this matter is referred to the Finance and Personnel Committee for further consideration. The Committee were also asked to review the procedures for the personal annual presentations by the</p>	<p>Clerk</p> <p>F&P</p>

incumbent Mayor in the year of office of the Person of Courage, Organisation of the Year and Citizen of the Year.

c) Town Wide Competition: -

Pursuant to minute 116-17 members considered the notice of motion submitted by Councillor G J Davis and seconded by Councillor Miss R A Tanner. The notice was also signed by the Deputy Town Mayor and Councillor Mrs. J M Martin. The notice of motion read:-

"Following the resolved decision of the council on the 20th October 2017 under minute 116-17 (70-17DL (a) (Town Wide Competition)) to remove both referenced terms, I propose a motion for the decision to be reversed and for the original recommendation from the Development and Localism Committee be reinstated."

Councillor G J Davis spoke to the notice. Some members conceded that they were confused at the notice and sought clarity to which both Councillor Davis and the Deputy Town Clerk offered explanations. Following further discussion and in the named vote that followed, it was **resolved** that the notice of motion be implemented with 7 votes in favour (The Town Mayor, Deputy Town Mayor and Councillors G J Davis, P R Edwards, Mrs J M Martin, Mrs S C Ryder and Miss R A Tanner) and 5 votes against (Councillors Mrs K Brownhill, L Clarkson, S J Corbidge, Miss L J Hocking and J Tivnan) and with 1 abstention (Councillor E H Andrews). The Deputy Town Clerk would amend the terms and conditions and upload the amended terms to the website.

DTC

133-17 Mayor's Communications

It is with great sadness that I report the passing of former Town Councillor Ivan Southworth, Ivan was a member of the Town Council for a number of years and served on several organisations in the town. Ivan will be sadly missed by all those who knew him and we send sincere condolences to Councillor Mrs Rose Southworth and her family.

Some previous events attended in the last month, have included:

Saturday 21st October - Maureen and I attended Trafalgar Night Dinner held at the Torpoint Athletic Football Club on behalf of the Torpoint and Rame Branch Royal Naval Association. We were treated to a stupendous dinner and listened in awe to the guest of honour, Commander Irvine Lindsay OBE MA Royal Navy, Officer Commanding Royal Naval Submarine School to his many exploits throughout his naval career.

Thursday 2nd November - Maureen and I attended the HMS RALEIGH Fireworks Display as VIP guests of Captain Ellie Ablett. What a fantastic event with over 2,000 in attendance and a display that exceeded over 15 minutes.

Friday 3rd November - Maureen and I attended the Charity Fashion Show in aid of Bone Cancer Research Trust held in the Council Chambers. Clothes and gifts were shown by Studio 2 and over £1,000 was raised on the night. Well done to Janet Jenness and her team, especially the models you did a sterling job parading along the catwalk full of poise and confidence. I am looking forward to the summer show, if that is at all possible.

Friday 10th November - I attended the Torpoint Nursery and Infants School Remembrance Day Service. Headteacher Mrs Elisabeth Carney-Haworth and the rest of her team must be proud of how well the pupils behaved and led the service from start to finish. The reading ability of the pupils was amazing.

Friday 10th November - The Mayor's Cadet Chris Hancock and I attended the Remembrance Festival at Plymouth Pavilions. It was a sombre occasion but filled with warmth and respect.

Saturday 11th November - I attended the Remembrance Service held at 11 o'clock in Sparrow Park. The children from our local schools and the many standards on parade made the whole service extra special.

Sunday 12th November - Maureen and I attended the Service for Remembrance held at St. James Church Torpoint. The windy weather did not stop over 50 poppy wreathes being laid,

<p>and the parade was one of the largest I have ever seen in Torpoint. Over 2,000 people attended the open air service held at Eliot Square.</p>	
<p>134-17 Minutes of the Asset Management and Operations Committee It was resolved that the minutes of the meeting held on Thursday 26th October 2017 as circulated and the recommendations in minute's 66-17AMO (a) (Cleaning/Repairs to the Ellis Memorial) and 72-17AMO (a) (Request for a Memorial Bench (Chapeldown Road) are adopted and implemented. Pursuant to minute 66-17AMO (a) (Cleaning/Repairs – Ellis Memorial) the Clerked clarified the best value referred to the fact that the successful tenderer could undertake a full refurbishment to the memorial and the unsuccessful tender could only undertake painting the current lettering. Pursuant to minute 72-17AMO (a) (Request for a Memorial Bench (Chapeldown Road)) when installed the bench would be included on this Council's asset register for future maintenance. Pursuant to minute 66-17 (c) (Fire Alarm Detection panel) a meeting would be arranged to agree the proposed tender specifications for the updated fire alarm system. The group to consider the specifications would consist of the Mayor, Deputy Mayor, Councillor J Tivnan, Town Clerk and Deputy Town Clerk. Councillor J Tivnan warned at the possible cost to replace the current system and it was resolved that the expenditure being a one-off capital payment would be taken from reserves and not included within the revenue budget. Pursuant to minute 72-17 (d) (Sparrow Park) Councillor E H Andrews remarked on the improvement to the area around the flag pole following the recent refurbishment.</p>	
<p>135-17 Minutes of the Finance and Personnel Committee It was resolved that the minutes of the meeting held on Monday 30th October 2017 (as circulated) are received and the recommendations in minute's 66-17F&P (Hiring and Letting Charges) and 74-17F&P (a) (Torpoint Players – Request to use Council facilities at no cost) are adopted and implemented. Pursuant to 67-17F&P (Council Budget for the 2018-19 financial year) the Clerk warned that the Council Tax Support grant had been reduced by £2,462 (15.95%) and this would result in a slight rise in the precept that was considered at the Finance and Personnel meeting. Additionally it was decided to re-instate the £10,000 for a CCTV scheme following new proposals from Cornwall Council. It was therefore resolved that a balanced budget of £340,350 would be set for the 2018-19 financial year that would result in a precept requirement of £302,569 (the final budget is attached to these minutes). Based on the information produced by Cornwall Council of a 2.092% rise in the Council tax base for Torpoint, the band "D" increase would increase to £132.06 a rise of £10.45 per annum or around 20p per week. Referring to the capital reserve, the Clerk emphasised that currently this was an assumed calculation dependant on expenditure between now and the end of the financial year and the cash balances remaining at the end of the year. (Councillor Mrs S C Ryder declared a non-registerable interest (NRI) in minute's 66-17F&P and also 74-17F&P as a Committee member of the Torpoint Players). Pursuant to minute 70-17 (c) (Debtors and Creditors) it was resolved to take this item with the Public and Press excluded from the meeting as the item to be discussed referred to an occupier of the premises (Public Bodies (Admission to Meetings) Act 1960 sec 1(2)).</p>	
<p>136-17 Minutes of the Development and Localism Committee It was resolved that the minutes of meeting held on Tuesday 7th November 2017 are received and the recommendation in minute 83-17DL (b) (Bus Shelter) is adopted and implemented (subject to permission to erect the shelters being obtained from Cornwall Council and that the grant application is submitted during this financial year).</p>	

137-17 Meetings Schedule 2018

It was **resolved** that the meetings schedule (as circulated) for 2018 is approved and adopted. The Deputy Town Clerk referred to the changes to the Finance and General Purposes Committee changes when the scheduled meeting date fell on a bank holiday.

138-17 Financial Comparison

It was **resolved** that the October 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.

139-17 Accounts for payment

PAYEE	REASON	GROSS	(VAT)	NETT
Cornwall Council	Rates Council Complex December 2017	1,083.00	0.00	1,083.00
Cornwall Council	Rates Public Cons December 2017	123.00	0.00	123.00
M Phillips Bricklaying	Flag Pole base Sparrow Park	600.00	0.00	600.00
Cornwall Council	Planning Conference (3 delegates)	36.00	0.00	36.00
S & C Entertainments Ltd	Sound System - Council Hall	259.00	43.17	215.83
Beaver Blinds	Blinds - Clerks Office	192.00	32.00	160.00
EDF Energy	Haldo Pillar, Cambridge Field	34.21	1.63	32.58
Clear Sight	Window Cleaner	70.00	0.00	70.00
Rabarts	Paint/Materials - Council Hall	559.84	90.60	469.24
Rabarts	Paint/Materials - Council Hall	416.86	69.48	347.38
LTC Powered Access	Safety Harness - Council Hall	170.40	28.40	142.00
Future Cleaning Services	Public Conveniences - Antony Road	94.50	15.75	78.75
DDC CRC	Probation Team	448.00	74.67	373.33
Firewatch SW	6 monthly alarm test	210.00	35.00	175.00
British Telecom	Telephone	34.20	5.70	28.50
Information Commissioner	Data Protection Registration	35.00	0.00	35.00
Shire Leasing	Telephone System	299.29	49.88	249.41
EE/T Mobile	Telephone	61.49	10.25	51.24
Corona Energy	Gas Supply	606.96	101.16	505.80

140-17 Correspondence

a) Torpoint and Rame Youth Project - Proposals.

Noted. Councillor J Tivnan suggested that the building operated by the Youth Project does not belong to Cornwall Council. The Clerk advised that £10,000 had been allocated in the 2018-19 budget for youth provision and this will be discussed and considered further by the D & L Committee and how this money will be spent.

b) Defence Infrastructure Organisation – Bench at Yonderberry.

The letter advised that the rental for the area on which the bench is located would rise to £50 per annum from the current £35. The letter was noted.

c) Trago Mills – Pensioners Week.

Noted.

d) Cornwall Council – Positive Parking Review.

Noted. It was **resolved** to request that Saturday 16th December 2017 is the day nominated by this Council for free Christmas Shopping.

D&L

Clerk

<p>e) City Bus – CSR and Impact Report. Noted.</p> <p>f) NHS – Blood Transfusion Service, Torpoint. Noted. The letter advised that the visits from the blood transfusion service would cease as from February 2018.</p>	
<p>141-17 Reports</p> <p>a) Neighbourhood Plan Steering Group. Councillor G J Davis spoke of the month’s meetings and highlighted key points. It was planned to communicate with the Cornwall Council officer that had proof read the original document with reference to the proposed changes. Councillor Davis advised the Council that future work to review and incorporate amendments will have to be undertaken by the consultants. To this end a meeting has been arranged on the 29th November when the costs of undertaking the work would be advised. It is likely a further recommendation will be presented to council following this meeting.</p> <p>b) Torpoint Town Partnership (TTP): - The Mayor advised that an Arts festival has been arranged to take place on Saturday 25th November in the Council Hall. The Mayor also announced that advanced plans are in place to celebrate to Christmas Lights “switch-on”. The Torpoint Citizen of the Year” will undertake the actual switch on and a “shop window” competition has been arranged. Councillor J Tivnan appealed for volunteers to assist with the Christmas tree and Christmas lights erection.</p> <p>c) Reports from Delegates to Outside Bodies: Councillor Tivnan reported on the Community Speed Watch campaign and the most recent monitoring when 181 cars were checked for speed. Councillor Tivnan announced that two more training sessions will be arranged. The Deputy Town Mayor reported on a positive meeting with the Cornwall County Football Association by the Torpoint and Rame Community Action Group to secure funding toward a multi-use games area (MUGA) at the sports centre.</p>	
<p>142-17 Date of next meeting: - Thursday 21st December 2017. Mayor reminded members that a Council photograph would be taken at this meeting.</p>	
<p>143-17 Exclusion of the Public and Press: - It was resolved that the public and press are excluded from the meeting as the item discussed included details on an occupier of the premises (Public Bodies (Admission to meetings) Act 1960 sec 1(2)) – see also minute 135 -17).</p>	
<p>Meeting Closed at 9.10pm.....Town Mayor</p>	