

TORPOINT TOWN COUNCIL

OPEN FORUM

M Howells – Torpoint Library – it was confirmed that this matter is pursued early in the new year.
M Howells – It was reported that the pothole had been filled.
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 – It was reported that this item is being discussed further by Council.

MINUTES of a meeting of Torpoint Town Council held on Thursday 21st December 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, Miss R C Baker, Mrs. K Brownhill, L Clarkson, S J Corbidge MBE, G J Davis, P R Edwards, Mrs. C A Jackson, Mrs. J M Martin, Mrs S C Ryder, Mrs. R A Southworth, Miss R A Tanner BEM and J Tivnan BEM plus the Town Clerk and the Deputy Town Clerk in attendance.

	ACTION
<p>147-17 Apologies for absence:- Apologies for absence were submitted on behalf of Councillor Miss L J Hocking.</p>	
<p>148-17 Declarations of Interest relating to items on the Agenda:- Non-Registerable Interest (NRI) were declared by: - Councillor Miss R C Baker (Agenda item 9 – as the Welfare officer of the Torpoint Rowers). Councillor Mrs S C Ryder – Agenda item 9 (as a Committee member of the Friends of Thanckes Park).</p>	
<p>149-17 Planning Applications: - a) PA17/11031 – 1A, Cremyll Road, Torpoint – Single Storey upvc porch to front of the property. No Objections or observations. b) PA17/11306 – Ferrymans Cottage, 1, Windsor Terrace, Kind Street, Torpoint – Remodelling of conservatory with roof terrace. No objections or observations.</p>	
<p>150-17 Cornwall Council report:- Councillor G J Davis drew attention to the police report given at the recent CNA meeting. Councillor Davis reported that more resources are being targeted at cybercrime with the question being raised about the volume of this type of crime in the area. Councillor Davis also reported that development of the police station site is unlikely to happen within 18 months with the police relocating to a temporary base at HMS Raleigh during redevelopment. It was reported that Torpoint will have 1 PCSO with the Neighbourhood Beat Manager being based in Saltash. Crime was reported to have increased in Torpoint by 40% to 607 crime (an average of over 11 per week) whereas crime has only increased by 24% in Saltash to 990 crimes (an average of around 19 per week). Councillor Davis then reported that the Tamar Bridge and Torpoint Ferry Joint Committee were intending to upgrade lighting on both sides of the Tamar and improve the signaling in the marshalling lanes. The Committee were also reviewing improvements to how the cycles and motor cycles queue for the ferry. The Committee were</p>	

<p>investigating ferry breakdowns, possible reasons and solutions with the Lynher being the ferry being most at risk with 6 major breakdowns. Councillor Davis turning to Cornwall Council matters spoke on budget proposals, warning that any libraries that were not devolved, although remaining open, would have a 50% reduction in staffing numbers. Councillor Davis advised that Cornwall Council were also looking at ways to support the CAB. Councillor Davis reported that the "springy" play equipment has been replaced but voiced disappointment that other issues identified during a tour of the town had not been reported back. Councillor S J Corbidge drew attention to the proposed addition of the Cornish language to street signage and asked how much budget remained when more pressing needs would benefit from the allocated finances. Councillor Davis did not have the financial figures to hand. In answer to the question of the disabled parking bay in Sydney Road, it was established that Cornwall Council did not paint the signage. There was no progress to report on the proposed bollards adjacent to Harvey Street flats as a reply is still awaited from the officer.</p>	
<p>151-17 Minutes of the previous meeting:- The minutes of the meeting held on Thursday 16th November 2017 were taken as read, confirmed and signed by the Mayor subject to the deletion of the Deputy Town Mayor as being minuted as absent from the meeting and amending the name of the Committee to Finance and Personnel Committee in minute 137-17.</p>	
<p>152-17 Matters arising from the minutes a) Travellers in Torpoint: - Pursuant to minute 132-17 (a) the Deputy Town Clerk reported that following a meeting with the area officer from Cornwall Council, it was demonstrated that a riser or height restrictor was not feasible at this location as machinery to cut the grass would be unable to access the sports field. The officer had therefore recommended removable bollards although the Deputy Town Clerk advised that Cornwall Council would not fund the installation of the bollards despite the fact that the land is owned by Cornwall Council. Councillor S J Corbidge suggested that the town council should see this as an opportunity grasp the initiative and install bollards. After further discussion it was resolved that this Council would seek to obtain costs and estimates for suitable bollards simultaneously and in parallel with Cornwall Council. b) Freedom of the Town: - Pursuant to minute 132-17 (b) it was acknowledged that this subject had been dealt with at the extra-ordinary meeting.</p>	DTC
<p>153-17 Mayor's Communications Friday 17th November: - I attended a fund-raising event held in St James Church Torpoint to raise funds for Derriford Hospital oncology department. It was a wonderful evening of song and music and over £1,000 was raised on the evening. The sum raised will help to fund the purchase of cancer diagnosis equipment costing in the region of £80,000. The choirs came from the length and breadth of Cornwall, to perform with the Rame Peninsula Male Voice Choir resulting in over 40 voices singing en mass. Saturday 2nd December: - Maureen and I attended the Christmas Light switch on performed by the Citizen of the Year Chris Still. The entertainment was varied and entertaining, and my sincere thanks to all involved in once again proving what can be achieved when we all pull together. Father Christmas arrived in style on a rickshaw, much to the entertainment of the young people in the crowd. The shop owners of the area gave their support by opening until later into the evening which was greatly appreciated by the large crowd. The many dressed shop windows gave that extra special feel to the occasion, and thank you to all you joined in the window dressing competition.</p>	

<p>Maureen and I then the pleasure of presenting Delia and Mike Cook with a bouquet of flowers on behalf of the town in celebration of their Golden Wedding. It was wonderful meeting them and the rest of the family and once again congratulations from Torpoint.</p> <p>Wednesday 6th December: - I attended the Community Christmas Dinner hosted by 2nd Trooping Scout – Red Watch. My congratulations and admiration to all involved which was my first Christmas Dinner of the season. Even though Dee was ill and unable to attend the event, the leaders stepped up to the mark and did themselves proud.</p> <p>Saturday 9th December: - Maureen and I attended the craft fair held at the Council Chambers in aid of the pop up cinema, which will have its first screening on 23rd December. Once again thank you to all involved. The location also coincided with judging the town logo competition, when the winning entry was chosen and sealed in an envelope. The winning entry will be revealed at the next Council Meeting. Thank you to all who entered, and who knows you may have won!!</p> <p>Maureen and I then attended Saint James Church for the Christmas Tree competition. Over 50 trees were on display all dressed by organisations from the town. The effect was a spectacular forest of colour light and fun. Congratulations to all the winners and thank you to all who took the time and effort to enter.</p> <p>Maureen and I then closed our fantastic Saturday being entertained by the Callington Gospel Choir Concert held here at the Council Chambers. Their enthusiasm was infectious, and we all joined in with song and gusto.</p> <p>Sunday 10th December: - I attended the Big Sing Community Carol service held at St James Church. The Wilcove bell ringers made the evening extra special along with newly formed ukulele group. The whole event was enjoyed by all and I'm sure all those in attendance are looking forward to the concert next year.</p> <p>Wednesday 13th December: - Maureen and I attended the Carbeile School Christmas Concert held at St James Torpoint. The children were a sight to behold with their song and poetry and the evening closed with a great rendition of the Twelve Days of Christmas. Well done Pete Hamlin, teachers and pupils of Carbeile School.</p> <p>Friday 15th December: - I attended The Plymouth Lord Mayor's Carol Service held at The Minster Church of St Andrew. The atmosphere was truly magical with the choir and the candles adding to the effect of Christmas.</p> <p>Saturday 16th December: - Maureen and I attended the Torpoint & District Royal British Legion Christmas Dinner held here at the Council Chambers. It was a splendid night with good food, company and entertainment what else could you ask for at a Christmas Dinner. Over £300 was raised by the raffle. Congratulations and well done to all involved.</p> <p>The Mayor then announced and read the various Christmas cards that were sent to the Council. The Mayor continued by announcing that the civic service and parade for 2018 will be held on Sunday 8th July. The survey on Antony House will be completed by Councillor Miss R A Tanner on behalf of the Council. The Mayor invited members and those present to join him in festive wine and mince pies after the meeting.</p>	
<p>154-17 Minutes of the Asset Management and Operations Committee</p> <p>It was resolved that the minutes of the meeting held on Thursday 23rd November 2017 as circulated are adopted and implemented. Pursuant to minute 82-17AMO (Operational Report) the Deputy Town Clerk reported that the memorial bench to be erected in Chapeldown Road and would be installed by the probation team. Members resolved that the bench would be added to this Council's fixed asset register and maintenance schedule. The Deputy Town Clerk also reported that another request for a memorial bench has been received to be located on</p>	<p>DTC/Clerk</p>

<p>the former Lanouettes Green in Marine Drive for Phillip Cattermole, the bench being paid for by the family. Members resolved that following installation, to accept the bench onto this Council's fixed asset register and maintenance schedule. The bench that would be replaced would be relocated to the St John Ambulance Hall and a further bench purchased as part of the bench replacement programme thus completing the bench replacement programme in Marine Drive.</p>	DTC/Clerk
<p>155-17 Minutes of the Finance and Personnel Committee</p> <p>It was resolved that the minutes of the meeting held on Monday 11th December 2017 (as circulated) are received and the recommendations in minute's 83-17F&P (a) (Pay and Conditions Policy), 83-17F&P (b) (S137 grants policy and guidance notes), 83-17 F&P (c) (Free of Charge use of Council Premises and Guidance Notes), 83-17 F&P (d) (Torpoint Town Council Pension Discretion Policy – amended version as circulated), 83-17F&P (e) (Torpoint Town Council Investment Strategy), 85-17F&P (a) (Honorary Burgess Award and Mayoral Presentations – 3 recommendations), 86-17F&P (a) (Appointment of External Auditor and confirmation of the Council Internal Auditor), 86-17F&P (b) Torpoint Mosquito Sailing Club Rowers – Request for financial assistance), 86-17F&P (d) (Friends of Thanckes Park – Use of Council facilities at no cost), 86-17F&P (d) (RAOB – Use of Council facilities at no cost – Youth Football Team), 86-17F&P (f) (Torpoint Cinema Project (TTP) – Use of Council facilities at no cost), and 83-17F&P (g) (Lloyds Bank – Change of Terms – and bank signatories) are adopted and implemented. Pursuant to minute 82-17F&P (Training Update and Training Policy) the Clerk advised that there was no longer the need for himself to belong to the SLCC with the Deputy Town Clerk who would become the Proper Officer in July 2018, continuing with membership. The Clerk as RFO would also continue with the internal audits for other councils and would temporarily assist another local council with clerking duties until a permanent Clerk is found. The Town Council would receive the income accrued. Pursuant to minute 83-17F&P (Pay and Conditions Policy) it was noted that the allowance issue primarily referred to matters relating to HMRC and that this would be monitored in compliance with legislation. Pursuant to minute 85-17F&P (a) (Honorary Burgess Award and Mayoral Presentations) whilst the principals were agreed to delineate between the honorary freemen and Mayoral presentations, Councillor G J Davis suggested that some form of formal recognition should be put in place to recognise the Mayoral award. After briefly discussing the matter it was resolved to refer this item to the next meeting of the Finance and Personnel Committee for further consideration. Pursuant to minute 86-17F&P (b) Torpoint Mosquito Sailing Club Rowers – Request for financial assistance) whilst the Council have confirmed that any contribution would only be made available after the matching finances are in place, it was resolved to remove any specific reference to grant funding and replace with any additional finances thus not restricting the finances to any specific source of additional finance. (Councillor Miss R C Baker declared a non-registerable interest and left the meeting whilst the above minute was discussed).</p>	<p>Clerk/JMM</p> <p>F&P</p> <p>DTC</p>
<p>156-17 Minutes of the Development and Localism Committee</p> <p>It was resolved that the minutes of meeting held on Wednesday 6th December 2017 are received and the recommendation in minute 97-17DL (b) (Devolution of a programme of assets/services) is adopted and implemented. Pursuant to minute 97-17DL (b) (Devolution of a programme of assets/services) members raised various points</p> <ul style="list-style-type: none"> i) Enterprise Court – it was requested that this item is put back onto the list for further discussion. ii) Thanckes Park – Councillor J Tivnan warned that there were issues at Thanckes Park and as examples cited vegetation control, tree conditions and grass cutting. Councillor 	

<p>E H Andrews suggested that this Council would not proceed with any form of devolution until members were wholly satisfied with the terms. Councillor G J Davis was of the opinion that the Council might wish to proceed with a management arrangement rather than a leasehold/freehold transfer. The Committee Chairman (Councillor Miss R A Tanner) reminded members that the document was one of prioritising a devolution order for this Council to work to.</p> <p>Pursuant to minute 97-DL (e) the Clerk reported receipt of an email from the officer at Cornwall Fire and Rescue Service explaining that the digital video recorder was costing in the region of £3,000 more than the same item at Wadebridge. The reason for this, is that the Torpoint system allowed for the facility to view images locally. If Torpoint Town Council do not want this then the price will be reduced by circa £3,000. Members resolved to request that the system is not viewed locally and request that the cost is correspondingly reduced.</p> <p>Pursuant to minute 101-17DL (c) (Markets) following discussion at the Chamber of Commerce meeting a small working party consisting of the Town Mayor, Deputy Town Mayor, Chairman of the Development and Localism Committee plus Councillors Mrs J M Martin, Mrs S C Ryder and the Town Clerk would meet to discuss this further with a report referred back to the next available Council meeting.</p>	<p>Clerk</p> <p>Clerk</p>
<p>157-17 Town Council Logo Competition</p> <p>The Town Mayor announced the winner of the logo competition that the Town Council would adopt subject to the terms and conditions and rules of the competition. Members suggested that the Cornish Flag should be in the traditional colours and this would be conveyed to the designer of the logo to see if this could be blended into the aesthetics of the design.</p>	<p>DTC</p>
<p>158-17 Financial Comparison</p> <p>It was resolved that the November 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.</p>	
<p>159-17 Accounts for payment</p>	

PAYEE	REASON	GROSS	(VAT)	NETT
Cornwall Council	Rates Council Complex Jan 2018	1,083.00	0.00	1,083.00
Cornwall Council	Rates Public Cons Jan 2018	123.00	0.00	123.00
Complete Business Solutions	Stationery	48.21	4.71	43.50
Torpoint Builders Merchants	Timber/Screws	23.45	3.91	19.54
Don Benson	Clock Winding	35.00	0.00	35.00
M Boocock (Fast Electrics)	Repairs to Council Caravan	50.00	0.00	50.00
Just Rods	Drain Clearance	70.00	0.00	70.00
Public Sub Account HMG 4806	Bench at Yonderberry	35.00	0.00	35.00
Crab Stitch Embroidery	Update to Mayor's Chaplain Sash	8.00	0.00	8.00
British Telecom	Telephone	34.20	5.70	28.50
Mrs C E Goodman	Expense Re-imburement	69.60	0.00	69.60
British Gas	Electricity - Public Convenience	19.97	0.95	19.02
BUNZL	Cleaning & Hygiene Supplies	65.52	10.92	54.60
WesternWeb	Supply and Install Network Cabinet	273.00	45.50	227.50
Rabart	Paint/Decorating Supplies	87.74	14.62	73.12
C F Southworth	Light Bulb/Socket Protectors	17.95	1.09	16.86
C F Southworth	Petrol - Strimmers etc	20.00	3.33	16.67
RBL	Poppy Appeal Wreaths	55.50	0.00	55.50
Corona Energy	Gas Supply	943.90	157.32	786.58
EE/T Mobile	Telephones	61.49	10.25	51.24

160-17 Correspondence

a) Fly the Red Ensign – Certificate of Commemoration.
Noted.

b) Friends of Thanckes Park – Invitation to meetings.
Noted. Councillor Miss R A Tanner offered to represent the Council on the group.

c) Plymouth City Council – Consultation on School Admission Arrangements 2019-2020.
Noted.

d) Cornwall Council – Electoral Review of Cornwall – Division Arrangements.
Noted. Members discussed the proposals in which Torpoint East would extend as far as Tideford Cross and Torpoint West would include parishes on the Rame peninsula. The principles behind the proposals were on a consistent and equal number of residents within the division. After discussing the proposals it was **resolved** to defer a decision until the January meeting of the Council.

Council

161-17 Reports

a) Neighbourhood Plan Steering Group.
Councillor G J Davis presented a report and confirmed that no formal meeting of the Steering Group had taken place since the last meeting of the council. Councillor Davis reported that a meeting had taken place with the Cornwall Council officer, the contractors and representatives from the Steering Group to review the suggested amendments to the Neighbourhood Plan. Councillor Davis advised that as a result of the review there is still a considerable amount of work to be undertaken with the Cornwall Council officer suggesting that the Council go back to the consultant to ascertain what could be undertaken as part of the project. Councillor Davis warned that the cost to implement the amendments might reach £8,000. Members acknowledged that the plan has to be completed with Councillor J Tivnan suggesting the Council go back to the consultant given the amount of money required to implement the

<p>amendments. The Deputy Town Mayor thanked the steering group for the work undertaken but all acknowledged that a full report was required before considering this matter further. Councillor Davis confirmed that a full report would be circulated to members in time for the subject to be considered further at the next Council meeting.</p> <p>b) Torpoint Town Partnership (TTP): - The Mayor advised that there was no meeting of the TTP and therefore no report to present.</p> <p>c) Reports from Delegates to Outside Bodies: Councillor Tivnan reported that the Youth of Torpoint will be undertaking an event using the college field on the 7th April.</p> <p>Chamber of Commerce Meeting: - Councillor Mrs. J M Martin presented a report of the recent Chamber of Commerce meeting held on the 20th November 2017. Councillor Mrs. Martin reported that the Chamber would wish to see bunting across Fore Street to improve aesthetics of the area. Councillor Mrs. Martin also reported that the Chamber discussed the proposed street markets in the town in an effort to rejuvenate the area. Parking issues in the Fore Street area were also discussed. Councillor G J Davis reported that Cornwall Council will allocate £50,000 to fund transport issues. Councillor Davis continued by suggesting that if there is a wish to remove the taxi ranks then a proposal can be put forward to fund transport initiatives in the town.</p>	GJD
<p>162-17 Date of next meeting: - Thursday 18th January 2018.</p>	
<p>Meeting Closed at 9.45pm.....Town Mayor</p>	