

<p>Friends of Thanckes Park had planted some bulbs at Bénodet Park, the bulbs were donated from Antony Estates, the Chair thanked both organisations for their assistance with this. The Chair highlighted the different sections within Sparrow Park which need upgrade/refurbishment or removal, making reference to the Powerpoint presentation compiled by Councillor Tivnan, containing suggestions to improve Sparrow Park. The Chair reminded members about the discussions at the last meeting of this committee with the consideration of removing the mosaic as a priority plus a clear up of the long section alongside the wall/next to the pedestrian crossing at Antony Road. The Clerk explained the verbal estimate obtained to remove the mosaic is £200.00. The mosaic's removal was further debated and it is recommended:</p> <ul style="list-style-type: none"> i) The Clerk corresponds with Mrs. C. Martin (widow of the late Mayor S Martin) who officially opened the mosaic following installation, to ascertain her opinion on the proposed removal of the mosaic from Sparrow Park; ii) Should Mrs. C Martin approve of the removal, to proceed with the removal and disposal of the mosaic at Sparrow Park at a cost of £200.00; iii) To commence improvement to the long section (known as section 2) – members highlighted these works are likely to be scheduled for early Spring. <p>The Chair invited thoughts on items, flowers and/or plants to replace the mosaic, camelia plant(s) were initially suggested. Members did not wish to hasten a decision on what is preferred to replace the mosaic, the Chair suggested ideas are brought to the next meeting of this committee.</p> <p>e) Foodbank: - Pursuant to minute 70-18AMO (h) the Chair reminded members about the information shared by Councillor S J Corbidge MBE at the recent Council meeting, highlighting that there is a Foodbank facility available at The Children's Centre. The Chair re-iterated the importance of communicating this information with the volunteering team, operating from the Foodbank distribution site at St. James Church.</p> <p>f) Fencing off a part of Adela Road: - Pursuant to minute 76-18AMO (a) the fencing placed on a section of Adela Road has now been removed. The Clerk will pursue the land ownership query with the Land Registry office making it clear this Town Council objects to any future attempt to register the land.</p>	<p>Clerk</p> <p>Council</p> <p>Mayor/ Deputy Mayor</p> <p>Clerk</p>
<p>86-18AMO Operational Report</p> <ul style="list-style-type: none"> ➤ The Clerk highlighted repair work is needed to a window frame; the flag needs to be flying; installation of a shelf for the glasswasher, are all required at the Council Chambers. ➤ Concrete render is required at areas within the skateboard park. 	
<p>87-18AMO To consider the Council Business Risk Management</p> <p>a) The Fixed Asset Survey report was reviewed: -</p> <ul style="list-style-type: none"> ➤ The current location of the Millennium Beacon was discussed (kept in storage for safekeeping). The Clerk reported a suggestion for the Millennium Beacon to be sited/affixed (for the Spring/Summer months) to an area within Rendel Park. Members debated this suggestion with both for and against comments made. The Clerk will make further enquiries on this matter with the Torpoint Ferry representatives and will subsequently provide feedback at the next committee 	<p>Clerk</p>

<p>meeting.</p> <ul style="list-style-type: none"> ➤ Freezer – the Clerk is continuing to source a replacement domestic freezer. ➤ A report of the poor condition of the grit bin beside Tamara House was received. <p>b) The Fixed Asset register: - The fixed asset register was reviewed, as provided by the Responsible Finance Officer (RFO), which now includes an amount for the depreciation of assets (where applicable). It was agreed to include this as a regular agenda item for this committee meeting.</p>	<p>Clerk Clerk</p> <p>Clerk</p>
<p>88-18AMO Asset Management and Operational Plan</p> <p>a) Three-year Asset Management and Operational plan 2019-2022: - Following a meeting which included the Chair [of this Committee], RFO and Clerk, receipt of the budget proposals and following discussion it is recommended the proposed three-year plan 2019-2022 (as circulated) is adopted with the following considerations:</p> <ul style="list-style-type: none"> ➤ All proposed projects with projected expenditure are included in the plan for 2019-2022; ➤ A record is kept of the rolling programme of repairs/redecoration and inspections undertaken; ➤ A possible reduction, whilst seeking further guidance from the RFO, in the proposed budget for the annual maintenance of the public conveniences. <p>Members' request the RFO attend and provide support and guidance to future annual budget planning meetings of this committee.</p>	<p>Council</p> <p>Clerk</p> <p>RFO</p>
<p>89-18AMO Policies Reviewed by this Committee</p> <p>a) Health and Safety: - Councillor J Tivnan and the Clerk will review and assimilate the Town Council's Health and Safety (H&S) policy, with Cornwall Council's H&S policy.</p>	<p>Clerk/Cllr Tivnan</p>
<p>90-18AMO Health and Safety</p> <p>a) No further updates.</p> <p>b) The installation of door retainers and closures to Rooms 1 and 2 is now complete.</p>	
<p>91-18AMO Correspondence</p> <p>a) Remembrance Service 2018 – Sgt Frank DOWNING – Ms J Jacki Downing: - The Chair explained the high volume of work, commitment and time undertaken to organise and co-ordinate the annual Remembrance Service/Parade in the town. The Chair wished to convey thanks to Councillor J Tivnan BEM for his efforts to ensure the event was a success. The Chair continued detailing the Beacon Lighting Ceremony held at Rendel Park, relatives of the fallen had been invited to assist with the lighting of the Beacon. Both events saw high attendance and the Chair thanked all the event organisers. Councillor J Tivnan was keen to express his sincere and regretful apologies for the name of Sgt Frank DOWNING being incorrectly read out at the Remembrance Service and explained he is making every effort to meet with the family, and will provide a personal apology. It is recommended to correspond with the family, regretting the upset this has caused.</p>	<p>Cllr Tivnan</p> <p>Council</p>

<p>b) Stakeholder meetings proposed changes to the Cornwall Council Off-Street Parking Place Order 2019/20 financial year: - Noted.</p> <p>c) Memorial Bench request for David and June Lakeman – Mr and Mrs S Lakeman: - Following discussion, it is recommended to:</p> <ul style="list-style-type: none"> ➤ Obtain permission from Cornwall Council to install the bench on the green at Chapeldown Road; ➤ Purchase a memorial bench and plaque on behalf of the correspondent and provides an invoice for payment for the bench and any installation materials; ➤ Following installation, the bench is added to the Council fixed asset register and then agrees to maintain and upkeep the bench on behalf of the family for the foreseeable future. 	<p>Council</p>
<p>92-18AMO Planning Applications</p> <p>a) PA18/10264 – Proposed composite decking to rear of property – 41 Maker Road, Torpoint, PL11 2HZ. No objections or observations.</p> <p>b) PA18/09659 - Change of Use from Shop (Use Class A1) to Restaurants/Cafés and Hot Food Takeaways (Use Classes A3 and A5) - 43 Antony Road, Torpoint, PL11 2JS. No objections or observations.</p> <p>c) PA18/10403 - Erection of a single storey, rear extension - 83 Woodland Way, Torpoint PL11 2TQ. No objections or observations.</p> <p>d) PA18/10474 - Proposed single storey rear extension - Trewithen, Albion Road, Torpoint PL11 2LX. No objections or observations.</p> <p>e) PA18/10486 - Proposed Single Story Extension to the Rear - 6 Gwithian Close Torpoint PL11 2QR. No objections or observations.</p>	
<p>93-18AMO Budget Monitoring Report Members reviewed the October 2018 financial comparison (as circulated.</p>	

94-18AMO Accounts for payment

PAYEE	REASON	GROSS	(VAT)	NETT
British Gas	Antony Rd Electricity	25.18	1.19	23.99
Bunzl	Cleaning materials	346.98	57.83	289.15
John Tivnan	Refund for Padlocks & Chains new road closure signs	28.90	0.00	28.90
Brewers	Stationery and cleaning	56.43	2.91	53.52
Hampshire Flag Company	Replacement Cornish Flag	109.07	18.18	90.89
ITEC	Photocopier	105.98	17.66	88.32

95-18AMO Date of next meeting

Thursday 24th January 2019.

96-18AMO Any Business that has been disclosed to the Chairman and members prior to the meeting.

- The Mayor Councillor L E Keise reported The Portal in Fore Street has a disabled toilet, which is available for use during shop opening times.
- The Clerk reported Emergency repair work is due to be undertaken **and agreed to** circulate details.

Clerk

Meeting closed at 8.13pm _____ Chairman