



**OPEN FORUM**

There were no questions from members of the public.

**TORPOINT TOWN COUNCIL**

MINUTES of a meeting of Torpoint Town Council held on Thursday 18<sup>th</sup> April 2019 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, S J Corbidge MBE, G J Davis, Mrs. J M Martin, K J Moon, M J Senese, Mrs. R A Southworth, C R Still, Miss R A Tanner BEM, J Tivnan BEM plus the Town Clerk (Clerk) with the Administration Assistant (AA) in attendance.

	<b>ACTION</b>
<p><b>218-18 Apologies for absence:</b> - Apologies for absence were submitted on behalf of Councillors Miss L J Hocking and M G Spurling.</p>	
<p><b>219-18 Declarations of Interest relating to items on the Agenda:</b> - There were no declarations of interest.</p>	
<p><b>220-18 Planning Applications:</b> - a) PA19/02632 – Proposal Listed Building Consent for renewal/upgrade of the existing world war I memorial to include world war II and subsequent conflicts as required, allowing new recycled kerb stones and recycle existing (resubmission of PA18/04773) – Location: Elliot Square Torpoint Cornwall PL11 2BH. On the advice of the Clerk as Torpoint Town Council is the applicant it was agreed not to submit a consultee comment on this planning application.</p>	
<p><b>221-18 Cornwall Council Report:</b> - Councillor G J Davis reported: -</p> <ul style="list-style-type: none"> <li>➤ The proposal for South East Cornwall Development and funding which included opportunities for Torpoint for the Tamar Links Project (incorporating a Jetty for Torpoint) and cycle routes was passed by Cornwall Council this week. Following a tender process undertaken by Cornwall Council a company has been selected to undertake the initial assessment work on this project, a first meeting with the steering group, which Councillor Davis is part of, is expected for week beginning 6<sup>th</sup> May.</li> <li>➤ The Police Station purchase by Cornwall Council completed as planned at the beginning of this month. The demand study proposal has been shared with the Town Council for comment. To get this moving swiftly and for progress to be made the discussions Councilor Davis has had with Cornwall Council suggests a small working party should be formed by Torpoint Town Council of up to three or four</li> </ul>	

Members.

- The broken fence at Thanckes Park is still awaiting repair, the designs have been completed and priced, it is understood the work is to be scheduled with the local team to complete and prioritise. Councillor Davis will continue to chase for an indicative start date. Whilst this is awaited a temporary fencing structure has been erected at this location.
- A local Ferry Street resident has made contact about the speeding traffic with suggestions for possible road junction improvements at this location, Councillor Davis has been made aware that correspondence on this matter has been forwarded to the Town Council for consideration at the May Development and Localism Committee meeting.
- In response to a question from Councillor Mrs. K Brownhill, who had been included in email correspondence from a local resident (Mr Allen) about the mowing of the plant life and verges, Councillor Davis explained he is seeking policy guidance from CORMAC on the matter and agreed to reply to the correspondent and will include Councillor M J Crago in the response. The Clerk added the Council has also received similar correspondence which is being considered at the next meeting of the Asset Management and Operations Committee. Councillor J Tivnan highlighted the difficulties, referring specifically to last year, for CORMAC to keep the grass levels to an appropriate length whilst trying to promote any wild growth of plants.

The Mayor thanked Councillor Davis for his work on behalf of Cornwall Council for the last civic year.

Councillor M J Crago had not submitted any apologies.

#### **222-18 Minutes of the previous meeting**

The minutes of the meeting held on Thursday 21<sup>st</sup> March 2019 were taken as read, confirmed and signed by the Mayor.

#### **223-18 Matters arising from the minutes**

- a) 'Kissing gate' proposal – Horson Sports Field (A374): - Pursuant to minute 207-18 (a) the Clerk referred to the minutes of the Asset Management and Operation Committee for Council consideration of the 'kissing gate' (see minute number 225-18).
- b) Cornwall Council/Antony Road public conveniences: - Pursuant to minute 207-18 (b) 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 233-18 below].
- c) Lower Fore Street Redevelopment: - Pursuant to minute 207-18 (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 233-18 below].
- d) Tamar Bridge and Torpoint Ferry Joint Committee (TB&TF) (public meeting): - Pursuant to minute 207-18 (f) the Mayor explained the meeting at the Council Chambers had been well attended by members of the public. At the meeting Officers from the TB&TF explained the planned improvements with the refit of TAMAR II, highlighting the importance of communicating more frequently with ferry users to keep them informed. TB&TF Joint Committee members Councillors M J Crago and G Davis attended the public meeting. The

<p>Mayor has been invited to visit the vessel in Falmouth dock whilst undergoing refit and repair. Councillor Miss R A Tanner explained that since the public meeting and the commencement of the TAMAR II communication from TB&amp;TF has certainly improved and wished to commend the TB&amp;TF for this. Councillor S J Corbidge highlighted physical notification signs about the planned TAMAR II refit were not displayed beside the queueing lanes, which in his opinion was disappointing. This prompted discussion and a comparison was made with the large orange warning signs highlighting delays on the Tamar Bridge due to essential engineering works. It was suggested the ferry signs should give approximate dates for the delays to the service. The Mayor agreed to feedback the concerns on the lack of signage to the TB&amp;TF Officers and will ask for an update on the refit progress in advance of the next meeting, which will be at the Adjourned Council Meeting.</p> <p>e) Safeguarding Policy: - The Clerk explained due to time constraints the Safeguarding Policy will be compiled and circulated in advance of the Council May Adjourned meeting.</p>	<p>Mayor</p>
<p><b>224-18 Mayor's Communications</b></p> <p><b>Friday 5<sup>th</sup> April 2019</b> Maureen and I attended the concert of the Torpoint Lady Singers and Burraton Male Voice Choir, held at Maryfield Church Torpoint. Solo violinist Edward Rescott of Plymouth was outstanding and gave a performance that left everyone spell bound. The 17 year old left everyone spell bound by his expertise and professionalism. The hundreds of hibernating ladybirds failed to put a damper on the evening and the glorious cakes and desserts gave a grand finale to a wonderful evening. Maryfield Church and Cornwall Air Ambulance were the benefactors of the evening.</p> <p><b>Sunday 7<sup>th</sup> April</b> I attended the Saltash Town Council Civic Service, led by Mayor and Mayoress of Saltash, Councillor John and Mrs Jackie Brady. Held at St. Nicholas and St. Faith Church it was an opportunity for the Council to gather with the community to celebrate and award achievements gained over the past civic year. I would like to thank John, Jackie and the congregation for an inspiring service of celebration and friendship.</p> <p><b>Thursday 11<sup>th</sup> April</b> we attended the 200<sup>th</sup> Birthday Celebration of St. James Church Torpoint. It was a wonderful to look back in time at the life of the church through the last 200 years. The memorabilia was a fascinating time capsule of how the church adapted through the ages. Congratulations to Rev Canon Lynn Parker and her team in making the whole event so inspiring and here's to the next 200 hundred years.</p> <p><b>Friday 12<sup>th</sup> April</b> I attended the STC presentation to Torpoint Athletic Youth Football Club at the Kings Torpoint. Thank you to Frank Holden and club members for their continued attendance and contributions to a worthy cause.</p> <p><b>Saturday 13<sup>th</sup> April</b> it was off to Torpoint Bowling Club where I had the honour to bowl the first official "wood" of the season. Thank you to the members, Chris Willing, secretary of the club who spent time coaching me before the event. All the best for the new season and recruiting new members over the coming weeks.</p>	
<p><b>225-18 Minutes of the Asset Management and Operations Committee</b></p> <p>It was <b>resolved</b> the minutes of the meeting held on Thursday 28<sup>th</sup> March 2019 (as circulated) are received with the addition to minute number 141-18 AMO of 'The gross amount to be paid is £612.25' and the recommendations contained in the minutes 130-18AMO (f) (Kissing gate proposal), 131-18AMO (South Western Ambulance Trust – response times) are adopted and implemented. Pursuant to 130-18AMO (f) (Kissing gate proposal) the Clerk re-iterated the support from (Cornwall) Councillor M J Crago which was</p>	<p>Clerk</p>

<p>accompanied by evidence that a gate had once been installed at this location; the Clerk sought clarification on the cost centre the kissing gate would be funded from, it was <b>resolved</b> funding for the kissing gate would be taken from Park's Improvement. Once installed a sticker is to be placed on the gate to identify it as having been purchased by this Council.</p>	<p>Clerk</p>
<p><b>226-18 Minutes of the Finance and Personnel Committee</b>  It was <b>resolved</b> the minutes of the meeting held on Monday 1<sup>st</sup> April 2019 (as circulated) are received. The recommendation in the minute 122-18F&amp;P (b) (Council Investment Strategy/Recording of Meetings – to be explored further) was debated at length. Councillor J Tivnan highlighted the suggestion to explore further the recording of meetings was not a criticism of the Officers who take the minutes at meetings. The votes were tied at six For and six Against with no Abstentions, the Mayor had the casting vote and voting against the proposition and the recommendation was defeated. Pursuant to minute 123-18F&amp;P (e) (Cornwall Council Policies/uploading policies to the member's area), this was further debated. Councillor G J Davis was of the opinion that all Council policies should be made available and uploaded to the Council website. The Clerk explained the Responsible Finance Officer (RFO) had spent a considerable amount of time and effort, over several years' producing the many Council Policies and urged members to delay making a decision on this matter until the RFO had been consulted. The Clerk highlighted this information can easily be uploaded to the Members' area of the website, which is password protected. Councillor S J Corbidge explained should this Council agree to the website upload then a deadline for completion should be agreed in advance. Councillor Mrs. R Southworth withdrew the initial recommendation and it was <b>resolved</b> that in the interest of openness and transparency all Council policies are shared on the Town Council's website and if there are any [policy] exceptions to this then evidence to back this up will be considered by the relevant Council Committee before it is shared (prior to the recommendation being put, the Clerk sought clarification for the minutes), with an implementation date of the end of June 2019.</p>	<p>Clerk/RFO</p>
<p><b>227-18 Minutes of the Development and Localism Committee</b>  It was <b>resolved</b> the minutes of the meeting held on Thursday 4<sup>th</sup> April 2019 (as circulated) are received. Pursuant to minute 125-18 (a) (Confidential Staffing Update) it was <b>resolved</b> that this item would be considered with the Public and Press excluded as it contains employee information [see minute 233-18 below]. Pursuant to minute 127-18D&amp;L the Clerk advised receipt of two donations to the war memorial project from relatives of the fallen for £25 and £200. Councillor J Tivnan was pleased to confirm receipt of a donation for £125.00 from a local organisation for the project.  It was <b>resolved</b> the recommendations contained in the minutes 127-18D&amp;L (e) (Christmas Lights), 127-18D&amp;L (f) (Tourism Festival 2019) and 132-18D&amp;L (b) (Community Governance Review for Cornwall) are adopted and implemented. Pursuant to minute 127-18D&amp;L (f) (Tourism Festival 2019) it was further <b>resolved</b> that should the Council provide the liability insurance for this event and any future large town events it would be the lead partner in the organisation and therefore have overall responsibility for the event. Pursuant to minute 132-18D&amp;L (a) (CNA Highways Scheme) it was agreed the Clerk to update on this at the forthcoming Development and Localism Committee meeting. Pursuant to minute 132-18D&amp;L (b) (Community Governance Review for Cornwall) the following members volunteered to be invited to participate in the Community Governance Review for Cornwall</p>	

working party: Councillors Mrs. C E Goodman (Deputy Mayor), E H Andrews, Miss R C Baker, S J Corbidge, G J Davis, Mrs. J M Martin and Miss R A Tanner which will report back to Council.

**228-18 Financial Comparison**

It was **resolved** that the March 2019 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.

**229-18 Accounts for payment**

PAYEE	REASON	GROSS	(VAT)	NETT
Cornwall Council	Library Bus Rates March 2019 (not paid at D & L meeting on 4/4/19)	378.00	0.00	378.00
Cornwall Council	Library Bus Rates April 2019	378.00	0.00	378.00
Cornwall Council	Chambers Bus Rates April 2019	1461.00	0.00	1461.00
Cornwall Council	Public Con Bus Rates April 2019	145.00	0.00	145.00
NABMA	NABMA Markets Annual Sub	358.00	0.00	358.00
Cornwall Council	Online BS set up fees	48.00	8.00	40.00
BT	phone & Broadband	503.62	83.93	419.69
SLCC	Annual Subscription (Clerk)	300.00	0.00	300.00
Biffa	Waste collection	124.66	20.78	103.88
T Morris	Picture Hooks Mayor's Parlour Reimburse	7.00	0.00	7.00
Torpoint Builders Merchants	Screws for Bench Seating Benodet	16.46	2.74	13.72
Don Benson	Clock Winding	48.00	0.00	48.00
Rabart Dec Merchants Ltd	Materials Inv no PLYT040651	98.12	16.34	81.78
Rabart Dec Merchants Ltd	Materials Inv no PLYT040272	78.88	13.14	65.74
Hampshire Flag Company	St George Flag	99.53	16.59	82.94
Spot on Supplies	Cleaning materials	137.36	22.89	114.47
Torpoint Electrical	Vacuum Cleaner Bags Library	18.00	3.00	15.00
CF Southworth	Newspapers Library Reimburse	6.10	0.00	6.10
British Gas	Benodet Park & Toilets	217.59	10.36	207.23
BT	01752 816358 line rental	36.72	6.12	30.60
T Morris	Reimburse mileage to study day	76.00	12.67	63.33
J D Clarke	Clarke's Removals (shelving from Liskeard)	320.00	0.00	320.00

Councillor Mrs. R A Southworth queried the planned NAMBA (markets annual subscription) invoice, asking whether the expenditure would be recouped. Councillor Mrs. K Brownhill was able to advise (having previously contacted the RFO) that it is anticipated the annual market licence fees received will be in excess of the membership amount.

**230-18 Correspondence**

a) Community Services review inc. services at St Barnabas Community Hospital – NHS Kernow: - Noted.

b) Housing Supplementary Planning Document – Cornwall Council (as circulated): - Noted.

<p>c) Lack of investment for Torpoint Town Centre – Mr A Barber: - The contents of the correspondence were noted.</p> <p>d) Planning Application acknowledgement – Cornwall Council: - Noted.</p> <p>e) Highways engagement sessions – Cornwall Council: - Noted.</p> <p>f) Thank you (for receipt of grant) - Torpoint Rowers Club: - Noted. Councillor Mrs. C E Goodman (Deputy Mayor) wished to congratulate the Torpoint Rowers Club on the successful Tamar League first Regatta.</p>	
<p><b>231-18 Reports</b></p> <p>a) Library Working Party Report: - The Clerk summarised the report, highlighting the excellent progress being made. Councillor Mrs. K Bronwhill, on behalf of the Torpoint Archives, expressed concern over two matters:</p> <ul style="list-style-type: none"> <li>i) Having to fund the provision of an ethernet connection and</li> <li>ii) Only one toilet being available in the building.</li> </ul> <p>The Clerk agreed to liaise with the Torpoint Archives on these issues.</p> <p>b) Neighbourhood Plan: - The recent steering group meeting was postponed and will be rearranged as further progress is made.</p> <p>c) Torpoint Town Partnership (TTP): - The Mayor explained Councillor Mrs. J M Martin is now circulating and updating the diary of events, with M Spurling co-ordinating and implementing the media strategy. Collecting tins are being emptied from shops around the town and volunteers will now rotate the secretariat role at TTP meetings. A letter of thanks is to be forwarded to Mr M N Pearn MBE for his efforts to coordinate the diary of events in the past.</p> <p>c) Report from Delegates to Outside Bodies: -</p> <ul style="list-style-type: none"> <li>i) Friends of Thanckes Park - Councillor Miss R A Tanner reported the group serving light refreshments from Bénodet tea has been successful and well attended, the Easter Egg Hunt is planned for Saturday 20<sup>th</sup> April, there is a 'pocket park funding' event scheduled for Saturday 11<sup>th</sup> May and the grand opening of the play equipment in Thanckes Park is planned for Saturday 25<sup>th</sup> May.</li> <li>ii) Rame Peninsula Public Transport Users Group – Councillor Mrs. C E Goodman (Deputy Mayor) highlighted the AGM and Committee meeting minutes have been circulated. A highlight from the meeting is those people who qualify for a concessionary bus pass will be able to use it at any time on Cornwall's buses from 1<sup>st</sup> April 2019.</li> </ul>	<p>Clerk</p> <p>Clerk</p>
<p><b>232-18 Date of next meeting: -</b> Thursday 16<sup>th</sup> May 2019 (Annual Meeting).</p>	
<p><b>233-18 Exclusion of Public and press: -</b> 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 9.22pm .....</p>	<p>Town Mayor</p>