



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 18th July 2019 at 7.15pm in the Council Committee Room, 4 York Road, Torpoint.

Present: - Councillors E H Andrews, Miss R C Baker, Mrs. K Brownhill, S J Corbidge MBE, G J Davis, M J Senese, Mrs. R A Southworth, M G Spurling, C R Still, J Tivnan BEM plus the Town Clerk (Clerk) with the Administration Assistant (AA) in attendance.

	ACTION
<p>38-19 Election of Chairman (for this meeting only): - In the absence of the Town Mayor (Councillor Mrs. C E Goodman) and Deputy Town Mayor (Councillor Miss R A Tanner) Councillor E H Andrews (Chair of the Asset Management and Operations Committee) called for nominations for Chairman of the Torpoint Town Council meeting 18th July 2019. Councillor S J Corbidge proposed E H Andrews is elected Chairman, Councillor C R Still seconded the proposition and there being no other nominations the motion was put and Councillor E H Andrews was duly elected Chairman for this meeting only.</p>	
<p>39-19 Apologies for absence: - Apologies for absence were submitted on behalf of Town Mayor (Councillor Mrs. C E Goodman), Deputy Town Mayor (Councillor Miss R A Tanner BEM), Councillors Miss L J Hocking, L E Keise, Mrs. J M Martin and K J Moon.</p>	
<p>40-19 Declarations of Interest relating to items on the Agenda: - a) An NRI (Non-Registerable interest) was declared by: - Councillor J Tivnan – (Agenda item 3a planning application – as known to the applicant).</p>	
<p>41-19 Planning Applications: - a) PA19/04889 – Construction of a single detached dwelling with off street parking <i>amendment</i> to conditions 2 and 3 of application number PA18/03855 dated 25/06/18, Kanguro, Albion Road, Torpoint PL11 2LX. The Clerk explained Cornwall Council has changed the title of this planning application to an <i>amendment to conditions of 2 and 3 of application number PA18/03855</i>. Cornwall Council (Planning Department) confirmed that 'condition 3 of the permission is being amended by replacing the old plans with the new plan reference numbers. The new plans show the screens on the east elevation of the property are being retained, and this would be conditioned as part of any approval. This ensures the privacy levels for the adjacent property are being protected, and would be of a similar level to what was agreed under PA19/04889.' Members considered these comments and resolved no objections to this proposal, with the proposal to ensure all privacy screens are a minimum of 1.8m high. b) PA19/04768 – Consent to reduce Macrocarpa by 2 meters and remove lowest limb to re balance, remove deadwood over car parking area from Ash tree and remove lowest limb over property and reduce remaining to strong growth point and reduce rest of canopy by 1.5M to 2 M on Aspen tree subject to Tree Preservation Order – Torcare, Vicarage Road, Torpoint PL11 2EP.</p>	Clerk

No observations or objections.	
<p>42-19 Cornwall Council Report: - Councillor G J Davis reported:</p> <ul style="list-style-type: none"> ➤ "I had visibility of the draft Economic Impact Assessment for a Jetty for Torpoint, on 7th July, as part of the Community Network Tamar Water Transport Working Group. Rob Wadsworth of S4W (the consultants undertaking the work) took us through the headlines and the detail behind the numbers to support his assessment. In my opinion, which I think was shared by all attendees, it was a good piece of work with clear evidence behind the numbers which felt right and not over estimated. Rob paid an extended thank you to Torpoint Town Council and those that responded to the business survey, he was pleased with the level of responses received. The return of investment for a Jetty off Rendel Park over 15 years, assuming it was used for foot passenger ferries linking with the rest of the Tamarside, would be £8m some 7/8 times the estimated initial investment. This was from looking at the economic impact for Torpoint and Saltash alone. It did not factor in the benefit to Plymouth, Mount Edgcumbe etc. Following the presentation we agreed a number of actions to take place over the summer, to enable us to get the approval to proceed with an engineering study (how it may look and fit) and to start understanding the Marine Management requirements from the end of September. Since the meeting the draft report, which is targeted to be published tomorrow, has been briefed, much earlier than planned to Phil Mason (Strategic Director of Economic Growth and Development), Glenn Caplin (Service Director for Economic Growth) and Cllr Geoff Brown (Cabinet member for Transport). They were comfortable with what they had seen from the provisional report and have given the go ahead on commissioning the Engineering Study, funded through the funding approval given at Cabinet back in March. This is a very positive action bringing our next steps and actions forward two months and further demonstrates the level of support that Cornwall Council have in Torpoint. As this is relatively new news we have not yet sorted the timings out to tender/start the engineering study but I am hopeful of getting this agreed in the next week or so. There is still some way to go but maybe just maybe!" <p>There was no report received from Councillor M J Crago.</p>	
<p>43-19 Minutes of the previous meeting. The minutes of the previous meeting held on Thursday 20th June 2019 were taken as read, confirmed and signed by the Chairman.</p>	
<p>44-19 Matters arising from the minutes</p> <p>a) 'Kissing gate' proposal – Horson Sports Field (A374): - Pursuant to minute 28-19 (a) the Clerk reported the kissing gate has been installed, Town Council stickers will be placed on the gate. It was resolved to correspond with the Service Director to thank them for completing the installation to a high standard.</p> <p>b) Cornwall Council/Antony Road public conveniences : - Pursuant to minute 28-19 (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 53-19 below].</p>	Clerk
<p>45-19 Mayor's Communications The Chairman provided a summary of the activities undertaken by the Mayor since the last meeting. Friday 21st June 2019 5pm Brownies presentation at The Kings Arms</p>	

7.30pm St John's Ambulance Presentation

9pm Torpoint Pool Awards Evening

Saturday 22nd June 2019

10am Torpoint Lady Singers Singalong

Monday 24th June 2019

7pm Torpoint Silver band

Tuesday 26th June 2019

7pm MK Heroes HMS Drake

Thursday 27th June 2019

6pm High Sherriff of Cornwall at Croan

Friday 28th June 2019

11am Tor Care Garden Party

5pm U14 Football Presentation at The Kings

Saturday 29th June 2019

8.30am RAF Plymouth Monument Service, Plymouth Hoe

Sunday 30th June 2019

11am Last service at St James for Rev, Canon Lynn Parker

Tuesday 2nd July 2019

11am Trelawney Plate Service Pelynt

5pm Meet at Council Chambers with Army

6.30pm Torpoint Community College Awards Evening

Wednesday 3rd July 2019

7pm Community Reception at the invitation of Major Christopher Mc Sherry

Thursday 4th July 2019

2pm Meeting with the Countryside Access Team

Saturday 6th July 2019

1pm Torpoint's Field Day Festival (accompanied by Mayor's Cadet, Miss Buffy Taylor.)

7.30pm Thank you to the Torpoint Street Pastors

Monday 8th July 2019

7pm Sea Cadets Parade HMS Raleigh

Tuesday 9th July 2019

3pm Meeting with Captain of HMS Raleigh

6.30pm FOST Summer Reception Admiralty House, Plymouth

Thursday 11th July 2019

7pm Dinner at HMS Raleigh

Friday 12th July 2019

10am Meeting with Katharine West

6pm Coppola School of Performing Arts Circus show accompanied by Mayor's Cadet, Miss Buffy Taylor.

Sunday 14th July 2019

10am Civic Parade

Award Winners, nominated by Councillor Lambert Keise for the Mayoral Year 2018/2019 were: Mr Roy Bright received the Organisation of the Year Award for Churches Together, Dec Kelf was awarded the Citizen of the Year for volunteering his electrical expertise over the last 10 years, particularly with the Christmas Lights and Mrs Chris Trethewey was posthumously awarded the Person of Courage for her dedication to the town. Mr Ken Trethewey received the award on her

<p>behalf. Additional correspondence received from Councillor Mrs Hilary Frank, complementing the Town Council on the wonderful Civic Service and Parade, which she attended with her husband. Notification received from St. Columba and Torpoint RFC advising that on Sunday 1st September 2019 the Cornish Pirates are coming to Torpoint to support St Columba and the Tigers in an open coaching session for both club members and the wider community. All members, families and those interested are invited to attend and support the rugby club.</p>	
<p>46-19 Minutes of the Asset Management and Operations Committee</p> <p>It was resolved the minutes of the meeting held on Thursday 27th June 2019 (as circulated) are received and the recommendations in the minutes 20-19AMO (a) (Terms of Reference) and 22-19AMO (b) (ask Torpoint Town Partnership to assist with organisation of 10th Anniversary event at Bénodet Park) are adopted and implemented.</p> <p>Pursuant to minute 22-19AMO (c) and (d) (Memorial bench request Lakeman) and (Memorial bench request relative of A Miller), the Clerk had previously circulated information from the A Miller family, accompanied by a request from Cornwall Council, along with the 2019/20 development plan budget for the Asset Management and Operations Committee. The Clerk explained the family wish to place this memorial bench along Chapeldown Road, presenting photographs of the proposed location. Having now sought Cornwall Council's permission [again], Cornwall Council are now seeking approval from this Council for this new location. Members resolved to approve this new location. Secondly, the Clerk highlighted the poor condition of a Cornwall Council owned bench, also located at Chapeldown Road [location 1 on the information], explaining that Cornwall Council are asking whether this Council would fund a replacement bench, so that all the sea-front benches would be of a similar quality. At this point Councillor J Tivnan explained he understood the Torpoint and Rame Peninsula Lions group (Lions) had a bench available made of "recycled materials" and were looking for a suitable location to place this bench. Councillor G J Davis was of the opinion that the Council has included bench replacement in this years' budget and therefore this Council should utilise these funds to purchase a bench for this location. Before the proposal to purchase this additional bench was made, the Clerk re-iterated that information on this matter had been circulated prior to this meeting, adding that it could be referred for consideration at the next meeting of this Committee (25th July). However, economies of scale would be gained for the delivery costs, if ordering three benches at the same time. Members were reminded of the protracted delays already incurred to the families wishing to have benches installed in memory of their loved ones. It is resolved this Council orders one bench to be installed at location 1 with date plates, at a cost of approximately £850 (plus VAT) and to seek permission from Cornwall Council about the installation of the Lions bench made of recycled materials at location 9.</p> <p>Pursuant to minute 23-19AMO (Operational Report) and 26-19AMO (Health and Safety) Councillor J Tivnan made a correction to the minutes, noting that he had already undertaken the fire risk assessment and a further walk around the Council Chambers building is being arranged.</p> <p>Pursuant to minute 29-19AMO (Budget Monitoring Report) the Chairman advised he has corresponded with the RFO who has agreed to attend either the September or October budget setting meeting of this Committee.</p>	<p>Clerk</p> <p>Clerk</p>
<p>47-19 Minutes of the Finance and Personnel Committee</p> <p>It was resolved the minutes of the meeting held on Monday 1st July 2019 (as circulated) are received and the recommendation in the minutes 29-19F&P (e) (Financial Regulations – issue of Credit cards) are adopted and implemented.</p> <p>Pursuant to minute 29-19F&P (d) (Accounts for Payment (VAT)) Councillor S J Corbidge explained that according to the minutes the target date for the future paper on VAT is September (2019),</p>	

<p>highlighting that in order to have all the factual information in advance of the precept/budget meeting the information is needed for the September meeting of this Committee. It is resolved to ask the RFO to prepare the future paper on VAT in time for the September meeting of this Committee.</p> <p>Pursuant to minute 29-19F&P (e) (Financial Regulations – issue of Credit cards) Councillor G J Davis re-iterated his view the limit should be reduced from £200 to £150.</p> <p>Pursuant to minute 36-19F&P (Date of next meeting) Councillor S J Corbidge explained having been advised to request to change the next meeting date of this Committee from 2nd September to 3rd September, due to the availability of a Council Officer. Following debate it was agreed the meeting date will remain and will be held on 2nd September, until any more information on the matter is known.</p>	RFO																														
<p>48-19 Minutes of the Development and Localism Committee</p> <p>It was resolved the minutes of the meeting held on Thursday 4th July 2019 (as circulated) are received and the recommendation in the minutes 41-19D&L (a) (VE Day 75) is adopted and implemented.</p> <p>Pursuant to minute 34-19D&L (b) (War Memorial) the Clerk drew attention to the budget document as circulated.</p> <p>Pursuant to minute 34-19D&L (c) (Adela Road) this recommendation was withdrawn as Councillor K J Moon has already forwarded correspondence to Cornwall Council having arranged and attended the site meeting with the Countryside access team and Highways representatives.</p> <p>Pursuant to minute 34-19D&L (e) (Tourism Festival) the Clerk drew attention to the budget document as circulated. Councillor Mrs K Brownhill posited a question asking whether the Torpoint Town Partnership will be refunded the deposit paid for the hire of the stage. The Clerk explained the final budget will be presented to the next meeting of this Committee and would be considered at that time.</p> <p>Pursuant to minute 37-19D&L (a) (Development Plan Strategy 2017-2020) a working party agreed to meet on Thursday 8th August 2019 at 7.00pm, to pursue this matter, with all Committee members invited to attend.</p>	Clerk																														
<p>49-19 Financial Comparison</p> <p>It was resolved that the June 2019 Financial Comparison (as circulated) is received and adopted. It was reported the Clerk has reviewed the income and expenditure and confirmed that the cash book reconciled to the bank and financial comparison as being accurate.</p> <p>Councillor S J Corbidge enquired whether all anticipated income, for this financial year from Cornwall Council for the Library had been received; the Clerk explained having recently corresponded with Cornwall Council on this matter with outstanding income expected within the next calendar month. Following a request from Councillor G J Davis for this document to be presented to each Committee in a different format, it is resolved to ask the RFO to present an individual working document [Excel spreadsheet] for each Committee meeting showing only each Committees information.</p>	RFO																														
<p>50-19 Accounts for payment</p> <table border="1" data-bbox="126 1675 1393 1925"> <thead> <tr> <th>PAYEE</th> <th>REASON</th> <th>Invoice/Reference No.</th> <th>GROSS (£)</th> <th>(VAT) (£)</th> <th>NETT (£)</th> </tr> </thead> <tbody> <tr> <td>Cornwall Council</td> <td>Business Rates Rm 3 Aug</td> <td>80273650X</td> <td>88.41</td> <td>0.00</td> <td>88.41</td> </tr> <tr> <td>Cornwall Council</td> <td>Library Business Rates Aug</td> <td>802715760</td> <td>378.00</td> <td>0.00</td> <td>378.00</td> </tr> <tr> <td>Cornwall Council</td> <td>Chambers Business Rates Aug</td> <td>802311466</td> <td>1461.00</td> <td>0.00</td> <td>1461.00</td> </tr> <tr> <td>Cornwall Council</td> <td>Public Cons Business Rates</td> <td>802385084</td> <td>145.00</td> <td>0.00</td> <td>145.00</td> </tr> </tbody> </table>	PAYEE	REASON	Invoice/Reference No.	GROSS (£)	(VAT) (£)	NETT (£)	Cornwall Council	Business Rates Rm 3 Aug	80273650X	88.41	0.00	88.41	Cornwall Council	Library Business Rates Aug	802715760	378.00	0.00	378.00	Cornwall Council	Chambers Business Rates Aug	802311466	1461.00	0.00	1461.00	Cornwall Council	Public Cons Business Rates	802385084	145.00	0.00	145.00	
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	Aug				
Complete Business Solutions	Chair Trolley	SINV01905922	185.94	30.99	154.95
SWW	final water bill Council Chamber	1263308401	86.70	0.00	86.70
SWW	Library final bill	5020696401	0.64	0.00	0.64
SWW	Antony Road Final Water bill	3057522401	34.61	2.40	32.21
Don Benson	Clock Winding	5	48.00	0.00	48.00
KSS CRC Limited (DDC Division)	Probation service	55	448.00	74.67	373.33
BT	All sites	VP 9119 6470	690.85	115.14	575.71
DJKit	Microphone stand	521471	38.00	6.33	31.67
Biffa	library waste collection	408T01129	94.45	15.74	78.71
Biffa	York road waste collection	408T01128	176.26	29.38	146.88
Rabart	decorating materials	PLYT042684	102.82	17.14	85.68
Rabart	paint	PLYT042712	38.38	6.40	31.98
British Gas	Antony Road Electricity Final	601425215	27.96	1.32	26.64
Kernow Aerials (Ray Skelly)	Reimburse Fuel for Generator	Fuel	7.47	1.25	6.22
Curtis Whiteford Crocker	Service agreement drafting Library	20733	734.40	122.40	612.00
DJW Window Cleaning	Bus Shelter cleaning	INV0012	18.00	0.00	18.00
DJW Window Cleaning	Library Window Cleaning	INV0013	5.00	0.00	5.00
DJW Window Cleaning	Bus Shelter cleaning	INV0011	18.00	0.00	18.00
BT	01752816358 phone services	WW 3411 2427	40.20	6.70	33.50
Mrs C F Southworth	Petrol for Probation Reimburse	Fuel	10.57	1.76	8.81
Ms T Morris	Courier charges	Courier	11.82	1.97	9.85
St John Ambulance	Field Day attendance	SP19010932	460.80	76.80	384.00
Fintec Group	Photocopier	Direct Debit	157.85	31.57	189.42
EE Ltd	Telephones	Direct Debit	62.11	12.42	74.53
Corona Energy	Gas Supply	Direct Debit	397.34	79.47	476.81
Everflow Ltd	Water (Library/Antony Rd pub conv/Council chambers)	Direct Debit	156.08	9.52	146.56
SSE	Electricity Public Conv's	Direct Debit	72.81	3.64	76.45
SSE	Haldo Pillar	Direct Debit	13.20	0.66	13.86
SSE	Electricity – Antony Road	Direct Debit	14.56	0.72	15.28
Everflow	Water – Town Hall	Direct Debit	153.25	9.94	163.19

51-19 Correspondence

a) Training for tackling littering, fly tipping and dog fouling – Cornwall Council: -
Councillor J Tivnan has reserved a place on this training being delivered on Wednesday 31st July 2019.



<p>b) Wellbeing and Public Health – physical activity campaign: - Noted.</p>	
<p>52-19 Reports a) Neighbourhood Plan: - Supporting evidence is being compiled and a steering group meeting is to be arranged. b) Torpoint Town Partnership (TTP): - No update. c) Report from Delegates to Outside Bodies: - ➤ Councillor S J Corbidge explained that he is Torpoint Youth Partnership representative he had planned to visit the Torpoint and Rame Youth Group on 4th July 2019.</p>	
<p>53-19 Date of next meeting: - Thursday 15th August 2019 – apologies in advance submitted from Councillor Mrs. R A Southworth.</p>	
<p>54-19 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 8.32pm.....Town Mayor</p>	