



### OPEN FORUM

Members' of St. Columba and Torpoint RFC invited Councillors, residents' and family members to attend the club on Sunday 1<sup>st</sup> September, for a community training day. Other clubs have been invited to attend and the Cornish Pirates will be there. Additionally, the plans for the new site will be available to view at the event. St. Columba and Torpoint RFC were keen to highlight links being forged with Torpoint Community College with rugby training sessions being arranged after school. The club members' detailed support given during the summer to other local areas, including providing first aid cover for a riding event at Dowederry. The members' highlighted the increasing interest in rugby with more children from the local community taking up the sport.

Friends of Thanckes Park group (Chairman) – H Stenning thanked the members of St. Columba and Torpoint RFC for participating in Torpoint's recent Field Day Festival. Highlighting a future 'Project Day' on Saturday 21<sup>st</sup> September, the group are asking the Town Council's support to undertake a clean-up event at the tennis courts. It will include tidying up the ping-pong table, clearing brambles, litter picking, line-painting. H Stenning continued, the re-invigorated group has been active for 20 months and during this time has used the community tea hut in Bénodet Park for many events. An increasing number of small assets are being donated to the group, all currently stored in the tea-hut. H Stenning asked whether a small storage unit/hut could be considered to be located in Bénodet Park, understanding that should the answer be favourable, official correspondence would be forwarded. Additionally, the park benches currently in Bénodet Park will be returned to Thanckes Park. Members' were keen to thank the group for all their efforts, advising that another storage opportunity may arise in the near future and in the meantime the group can continue to make use of the community tea hut.

### TORPOINT TOWN COUNCIL

MINUTES of a meeting of Torpoint Town Council held on Thursday 15<sup>th</sup> August 2019 at 7.15pm in the Council Committee Room, 4 York Road, Torpoint.

**Present:** - Town Mayor (Councillor Mrs. C E Goodman), Councillors E H Andrews, Mrs. K Brownhill, S J Corbidge MBE, G J Davis, Mrs. J M Martin, M G Spurling, C R Still, J Tivnan BEM plus the Town Clerk (Clerk).

	ACTION
<p><b>55-19 Apologies for absence:</b> - Apologies for absence were submitted on behalf of Deputy Town Mayor (Councillor Miss R A Tanner BEM), Councillors Miss R C Baker, Miss L J Hocking, L E Keise, K J Moon, M J Senese and Mrs. R A Southworth.</p>	
<p><b>56-19 Declarations of Interest relating to items on the Agenda:</b> - a) An NRI (Non-Registerable interest) was declared by: -</p> <ul style="list-style-type: none"> <li>• Councillor S J Corbidge – (Agenda item 3a planning application – as known to the applicant)</li> <li>• The Town Mayor (Councillor Mrs. C E Goodman) (Agenda item 3a planning application – as known to the applicant).</li> </ul>	
<p><b>57-19 Planning Applications:</b> -</p>	

- a) PA19/05114 – Demolition of existing conservatory to rear and existing timber structure. Construction of single storey rear and side extensions – 30 Borough Park, Torpoint, PL11 2PY. No observations or objections.
- b) PA19/06175 – Change of use of business unit (B1) to private gymnasium (D2) with external alteration – Unit B3 Fisgard Way, Trevol Business Park, Torpoint. No objections, one observation, concern about the limited parking available at the site for customers, whilst acknowledging that the majority of customers are anticipated to attend between the hours of 5.00pm – 9.00pm.
- c) PA19/06200 – Retrospective change of use from ground floor solicitors office with 2no. floors of storage over to ground floor hair salon with 2no. self-contained flats over – 24 Fore Street, Torpoint PL11 2AD. No objections or observations.
- d) PA18/09584 Proposed rear extension to form an additional unit of accommodation – 30 Wellington Street, Torpoint PL11 2DF – Appeal made to the Ministry of Housing, Communities and Local Government (via Cornwall Council) (as circulated). Members considered the appeal and all the previous planning correspondence as well as all additional correspondence presented with the appeal. Following extensive debate it is **resolved** that: -
1. This application [for appeal] continues to be strongly objected to on the grounds of overdevelopment of the site. The examples of other locations do not provide similarity to this site.
  2. Having considered the letters of support provided, this is anecdotal evidence of support which is current only to the existing residents. Consideration to all future residents' of Wellington Street should be borne in mind.
  3. Parking is already at a premium at this location, the additional development will add to this problem.
  4. Members' welcome the opportunity to meet with the Inspector at the site visit and would encourage the Inspector to gain the opinion of more residents' than the letters of support provided by the appellant.

**58-19 Cornwall Council Report: -**

Councillor G J Davis reported:

*“Thanckes Park Fence*

This was finally repaired in month and I am really pleased to see they have included my request to incorporate a gate at the point the fence failed. This provides a more accessible and safer entrance to the park where people previously climbed over. It has however been raised that the more formal access point provides a hazard as visibility is a challenge on the bend. There was no provision for any additional safety signage on the road and I have asked Cormac to provide their view on the perceived hazard.

*Harvey Street Flats*

A Torpoint Town Councillor has provided me with an email on the state of Harvey Street Flats with the weeds growing too high and the general area giving a poor entrance to the town. The weeds have been sorted. I have a meeting with the Housing Officer tomorrow to look at what else can be done.

*Harvey Street Trees and Shrubs*

Over the past 18 months I have received, as I know the Council has, much feedback from residents who are unhappy that the trees were chopped back and the shrubs removed. The recent weed

<p>spraying of the weeds along this stretch has further upset residents, who have suggested their attempts to intervene have not been taken on board by the gentleman who maintains the spot. I have today been asked to get more positive statements/action/assurances that both Torpoint and Cornwall Council will look to protect the area for residents. I am not sure how this can be achieved and suggest the Town Council consider this further.</p> <p>It is <b>resolved</b> to refer this to the next meeting of the Development and Localism Committee for consideration.</p> <p><i>Ferry Street Traffic</i></p> <p>Members may recall the letter provided to the Town Council by a resident back in March/April, requesting some form of traffic calming at Ferry Street by Van House. I said I would arrange for the area to have covert monitoring to allow members to make an informed decision on any action they may wish to take. This covert monitoring has taken place which showed that across 8 days in May 2019 10,814 vehicles passed the spot with 85% travelling at <math>\leq 23</math>mph, only 0.3% of vehicles were travelling at <math>&gt;30</math>mph and the highest mean speed was 19.9mph in the northbound direction. I will provide a copy of the report for the Town Council to consider at the relevant committee.</p> <p><i>A Jetty for Torpoint</i></p> <p>The report that was completed last month has yet to be formally published, mainly due to holidays amongst the required approvers. I am hopeful this will be approved in the next couple of weeks. The delay of publishing the report is not delaying the writing of the engineering feasibility scope which is scheduled.</p> <p><i>Garden Waste</i></p> <p>I regularly raise with Cornwall Council the issue how we are disadvantaged in Torpoint by the recycling centre being so far away. A key example is the much greater amount of garden waste subscribers in Torpoint compared to other towns, it shows that Torpoint residents pay for services that are more convenient in other areas where free disposal routes are accessible. I am going to challenge this and the way in which this is collected further over the next month after a resident contacted me explaining how the annual burden is a significant outlay on their very low income.</p> <p><i>Torpoint Ferry and Tamar Bridge</i></p> <p>Secretary of State's public meeting in support of public inquiry into the proposed toll increase was completed on 6<sup>th</sup> August 2019 and a decision is expected in the next couple of weeks."</p> <p>There was no report received from Councillor M J Crago.</p>	<p>Clerk</p> <p>Cllr Davis /Clerk</p>
<p><b>59-19 Minutes of the previous meeting.</b></p> <p>The minutes of the previous meeting held on Thursday 18<sup>th</sup> July 2019 were taken as read, confirmed and signed by the Chairman. Minute 45-19 Mayor's Communication Tuesday 2<sup>nd</sup> July 2019 should read "Meeting at the Council Chambers with Lt Col Craig-Hampton-Stone, 165 Port and Maritime Regiment." Pursuant to minute 46-19 Councillor J Tivnan explained he is waiting to hear the outcome of the proposal to site a donated bench made of recyclable materials on Chapeldown Road. Pursuant to minute 52-19 (c) Reports from Delegates to outside bodies - Councillor S J Corbidge added the planned visit to the Torpoint and Rame Youth Group (4<sup>th</sup> July 2019) had been cancelled at short notice by the Youth Group, and he will be arranging a visit to the group in due course.</p>	
<p><b>60-19 Matters arising from the minutes</b></p> <p>a) Cornwall Council/Antony Road public conveniences: - Pursuant to minute 44-19 (b) it was <b>resolved</b> 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 69-19 below].</p> <p>b) Training for tackling littering, fly tipping and dog fouling: -</p>	



<p>Pursuant to minute 51-19 (a) it was <b>resolved</b> for Councillor C R Still to deliver a brief training session prior to Open Forum at the September Council meeting; the Power point presentation would be shared in advance.</p>	<p>Cllr Still/ Clerk</p>
<p><b>61-19 Mayor's Communications</b>          Activities undertaken by the Mayor since the last meeting.  <b>Thursday 15<sup>th</sup> August 2019</b>          Devonport Dockyard familiarisation visit</p> <p>a) Responsible Finance Officer current position: -          The Town Mayor (Councillor Mrs. C E Goodman) proposed this item should be taken with the press excluded, this was seconded by Councillor Mrs. J M Martin and it was <b>resolved</b> that this item would be considered with the Public and Press excluded as it contains sensitive staffing information [see minute 69-19 below].</p>	
<p><b>62-19 Minutes of the Asset Management and Operations Committee</b>          It was <b>resolved</b> the minutes of the meeting held on Thursday 25<sup>th</sup> July 2019 (as circulated) are received, there were no recommendations in the minutes.          Pursuant to minute 36-19AMO (b) (Render/Sparrow/Bénodet Parks) Councillor Mrs. J M Martin explained Torpoint Town Partnership (TTP) has been asked to assist with the organisation of a 10<sup>th</sup> Anniversary event at Bénodet Park and are keen to assist, acknowledging that the Council will need to agree a budget for the 10<sup>th</sup> Anniversary event. A project statement will therefore need to be completed, with anticipated expenditure. Councillor E H Andrews was of the opinion that a plaque to commemorate the occasion should be considered, highlighting his availability to assist with the organisation of the event. Councillor Mrs. Martin highlighted the unresolved issue of the TTP secretariat provision currently not being provided by the Council.          Pursuant to minute 37-19AMO (Operational Report) Councillor E H Andrews explained the annual asset condition survey has been started and is in progress.          Pursuant to 37-19AMO (Operational Report) Councillor Mrs. J M Martin asked whether there was any update on the Christmas Lights [as her apologies had been recorded at the meeting]. Councillor G J Davis summarised: the Council are responsible for the Christmas Lights and should ensure the electricity/power is working correctly, the TTP organise the switch-on event; CHAT (Community Health around Torpoint) has agreed to fund the purchase of the Christmas tree this year.          Pursuant to minute 45-19AMO (Accounts for Payment) Councillor Mrs. K Brownhill highlighted that a vote to approve the accounts for payment had not been taken. The Clerk checked handwritten records and had recorded the proposer as Councillor E H Andrews and seconder Deputy Mayor (Councillor Miss R A Tanner). Councillor E H Andrews (Chairman of the meeting) acknowledged and apologised for the omission at the meeting.          Pursuant to minute 45-19AMO (Accounts for Payment) the Mayor (Councillor Mrs. C E Goodman) addressed the question, posited in her absence, about the expenditure incurred for the Civic catering. The Mayor highlighted that she stands by her choice of catering provider for the event and with the catering charged per head, the expected numbers for the event were high. In future, the Mayor suggested putting a cap on the numbers catered for which could reduce the expenditure. Having attended the last two years' town events as Deputy Mayor and having attended Civic events elsewhere the Mayor explained she was keen to greet all visitors arriving at St James Church, trying to ensure the majority of guests were offered somewhere to sit, as from experience this does not always happen. The Mayor continued, providing laid tables eased the congestion creating space, and although the buffet for the children was in a separate room the Mayor's Consort conversed with</p>	<p>Clerk</p>

guests seated in this area, whilst the Mayor hosted the visitors and VIPs, who were not left - as the Mayor has been at other Civic events. The Mayor apologised to the Council for incurring an over spend on the catering, accepting the points made by Councillors Mrs. K Brownhill and K J Moon. Councillor G J Davis highlighted Civic functions is within the budget responsibility of the Finance and Personnel Committee and in the future guidance from the committee should be given, adding that in his opinion he felt it was a really successful day.

### 63-19 Police Activity

a) Report on Police Activity: -

The report, as circulated, was considered and noted. Following discussion it is **resolved** to include a monthly Police report at all future Council meetings. Councillor S J Corbidge highlighted criminal damage recently occurring to a bus shelter on Trevithick Avenue and having then received reports of other damaged shelters, following a walk around the area no other shelters were found to be damaged. Councillor Mrs. J M Martin explained residents' should be encouraged to report incidents either to the Police or via Cornwall Council's on-line 'Report It' page – the Town Mayor to make reference to this in her next column. It was further **resolved** to include the monthly Torpoint Ferry statistics report for discussion at all future Council meetings; Councillor G J Davis will continue to request that peak period availability statistics are reported separately.

Clerk  
Clerk  
Mayor  
Cllr Davis/  
Clerk

### 64-19 Financial Comparison

It was **resolved** that the July 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.

Councillor Mrs. J M Martin enquired about 'Other income', the Clerk explained this includes markets income received. Councillor S J Corbidge drew attention to the budgeted total salaries figure as a percentage of the total in year budget.

### 65-19 Accounts for payment

PAYEE	REASON	Invoice/Reference No.	GROSS (£)	(VAT) (£)	NETT (£)
ASG	Library Extinguishers	31750	261.36	43.56	217.80
Kep lifts	Annual Service lift	3425k	420.00	70.00	350.00
White Tornado	Civic laundry Bill	TTC	100.00	0.00	100.00
Spot on Supplies	Bin Liners	21473398	15.77	2.63	13.14
Nisbets	Bar Shelf Liner	19418810	37.78	6.29	31.49
Clive O'Shaughnessy	Hand & Lock Badges reimburse	Badges	235.98	39.33	196.65
Atlas Graphics	Bench TTC signs	13841	237.60	39.60	198.00
Lambert Keise	Civic Awards engraving reimburse	engraving	27.00	4.50	22.50
Keiran Moon	ID badge Holders reimburse	Badge Holders	3.60	0.60	3.00
Cornwall Council	Mobility Kissing Gate	IN088543	410.83	68.47	342.36
Biffa	waste collection library	408T01798	24.00	4.00	20.00
Biffa	waste collection council offices	408T01797	124.66	20.78	103.88
Don Benson	Clock Winding	7	60.00	0.00	60.00
DJW Window cleaning	Bus Shelter Cleaning	Inv 0014	18.00	0.00	18.00

DJW Window cleaning	Bus Shelter Cleaning	Inv0015	18.00	0.00	18.00	
DJW Window cleaning	Library Window Cleaning	INV0016	5.00	0.00	5.00	
T Clarke Waldon Security	Library intruder alarm works	SL-19070301	924.00	154.00	770.00	
Cornwall Council	Rates Library Sept 2019	802715760	378.00	0.00	378.00	
Cornwall Council	Rates Buller Road Sept 2019	802311466	1,522.52	0.00	1,522.52	
Cornwall Council	Rates Antony Road Sept 2020	802385084	145.00	0.00	145.00	
Markstone Granite	Granite Memorial Border	14227	1,812.00	302.00	1,510.00	
James Property Services	Library Toilet repair	1105	252.00	0.00	252.00	
Npower	Library Final Electricity	6 S 2 Z 2 2 2	53.85	2.56	51.29	
BT	Tel no 01752 816 358	WW 3411 2427	40.20	6.70	33.50	
Brandon Hire	Field Day Equipment Hire	6961423	1,068.60	178.10	890.50	
Create Signs	Gig Rowers Advertising Board	14261	25.00	0.00	25.00	
CF Southworth	Probation Petrol Reimburse	Fuel	19.13	3.19	15.94	
James Property Services	repair to guttering Benodet	1106	55.00	0.00	55.00	
Just Rods	Clearing wc at Benodet Park	2532	80.00	0.00	80.00	
Shire Leasing	Telephone System	0396335	124.41	24.88	149.29	
SE Gas Ltd	Library	Direct Debit	5.56	1.11	6.67	
EE Ltd	Telephones	Direct Debit	62.11	12.42	74.53	
Corona Energy	Gas Supply	Direct Debit	186.45	9.32	195.77	
Everflow Ltd	Water (Library/Antony Rd pub conv/Council chambers)	Direct Debit	157.76	10.28	158.04	
<b>66-19 Correspondence</b>						
a) Winston Churchill Memorial Trust (via Sheryll Murray MP): - Noted and for onward circulation.						Clerk
b) Posts being erected in the town – Plymouth Citybus: - Noted and <b>resolved</b> to provide a testimonial to Plymouth Citybus to support their bids for work in the local area including the Rame Peninsula.						Clerk
<b>67-19 Reports</b>						
a) Neighbourhood Plan: - Councillor G J Davis explained the priority is to focus on compiling the supporting evidence as well as the heritage work.						
b) Torpoint Town Partnership (TTP): - Councillor Mrs. J M Martin reported on behalf of the Deputy Mayor (Councillor Miss R A Tanner) Chairman of the recent meeting, forthcoming events/activities include: Saturday 14 <sup>th</sup> September – Carnival; Saturday 28 <sup>th</sup> September 10 <sup>th</sup> Anniversary celebration Bénodet Park opening; Saturday 30 <sup>th</sup> - November Christmas Lights switch on. Councillor Mrs. Martin continued that a road closure has been applied for the Christmas Lights switch on event. It was highlighted by Councillor J Tivnan the Council must apply for a road closure to enable the safe erection and taking down of the Christmas						Clerk



Lights. Councillor Mrs. Martin added that street markets are being organised for Sunday 27<sup>th</sup> October and Sunday 24<sup>th</sup> November. Councillor G J Davis explained in his opinion it is integral for the Council and Torpoint Town Partnership to work together on events and projects.

c) Report from Delegates to Outside Bodies: -

- Councillor C R Still recommended watching a television documentary series called "Call the Cops", highlighting the work of Devon and Cornwall Police, on Channel 4, starting Monday 19<sup>th</sup> August at 9.00pm.
- Councillor Mrs. K Brownhill reported from the Torpoint Archives – July has been a busy month with 161 volunteering hours undertaken in the community hub. Usual opening hours are from 10.00am to 4.00pm Monday to Friday and 10am to noon on Saturday, with a total of 425 research hours undertaken by the team. 182 recorded visitors in July, with many requests to research family history. A reminder that the Fore Street book is still available to purchase. Additional observations/requests include: sharing one toilet with the community hub staff and visitors, soap dispenser, hand towel dispenser, nappy bin and mirror are required in the toilet. Councillor G J Davis encouraged the Torpoint Archives to liaise with the Community Hub Manager; it is **resolved** to communicate to the Torpoint Archives congratulating them on their success and thanking them for enabling their smooth transition/move to the community hub. The Annual General Meeting is on 10<sup>th</sup> September, 6.30pm, Council members are welcome to attend. Councillor E H Andrews highlighted the activities being undertaken and the importance of sharing this on social media.
- Torpoint Community Active Sports Network - the Mayor reported undertaking a telephone interview with a consultant, considering various funding options available for the project.

Clerk

Mayor/  
Clerk

**68-19 Date of next meeting: -**

Thursday 19<sup>th</sup> September 2019 – apologies in advance submitted from Councillors S J Corbidge MBE and Mrs. J M Martin.

**69-19** 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)).

Meeting closed at 9.58pm.....Town Mayor