

OPEN FORUM

There were no members of the public in the gallery (for open forum).

MINUTES of a meeting of Torpoint Town Council held on Thursday 19th December 2019 at 7.15pm in the Council Committee Room, 4 York Road, Torpoint.

Present: - Town Mayor (Councillor Mrs. C E Goodman) (Chairman), Deputy Town Mayor (Councillor Miss R A Tanner BEM), Councillors E H Andrews, Miss R C Baker, S J Corbidge MBE, G J Davis, L E Keise, Mrs. J M Martin, K J Moon, M G Spurling, C R Still, plus the Town Clerk & RFO (Clerk) with the Administration Assistant (AA) in attendance.

	ACTION
<p>126-19 Apologies for absence: - Apologies for absence were submitted on behalf of Councillors Mrs. K Brownhill, T J Gulley OBE, Miss L J Hocking, Mrs. R A Southworth and J Tivnan BEM.</p>	
<p>127-19 Declarations of Interest relating to items on the Agenda: - a) An NRI (Non-Registerable interest) was declared by: - Councillor K J Moon – (Agenda item 15 accounts for payment – as wife is a recipient).</p>	
<p>128-19 Planning Applications: - a) Referred from Development and Localism Committee: - PA19/09881 – Variation of condition 4 of decision PA16/10391 dated 21st March 2018 Proposed change of use from tea shop (class A3) to hot food takeaway (class A5) – A Farm Pizza, 12 Fore Street, Torpoint PL11 2AB. Following discussion, the town council are supportive of the variation of condition 4 (as detailed) and would welcome appropriate monitoring of the location (due to the increase in business operation hours) accompanied by ongoing monitoring. b) PA19/10651 – Proposed single storey flat roof extensions to front and rear of ground floor flat – 9 Adams Crescent, Torpoint PL11 2DP. Following discussion, the town council objects to the proposed extensions on the following grounds: i) The adverse impact on the neighbouring property. ii) The reduction in light to the adjacent property. iii) The proposed extension appears to propose building in the vicinity of the main sewerage system - this should be considered. c) PA19/10605 – Proposed drop kerb - 44 Carbeile Road Torpoint Cornwall PL11 2HR. A consultee comment is not required.</p>	
<p>129-19 Cornwall Council Report: - There was no report received from Councillor M J Crago. G J Davis provided an update on the following:</p>	

Lower Fore Street

An intensive focussed community planning event (known as a Charrette) is being planned to be held in May 2020 regarding the bottom end of Fore Street. A pre-event planning meeting for Councillors is being scheduled for Monday 20th January.

Tamar Bridge and Torpoint Ferry

At this month's Tamar Bridge and Torpoint Ferry Joint Committee meeting members were provided with an update on the planned project to improve pedestrian, cycle, and vehicular safety and management across the ferry site, including the replacement of the now obsolete traffic management equipment.

The project likely to commence in October 2020 promises to:

- Replace the current lane entry traffic lights with cross and arrow lanes;
- Introduce dedicated and controlled motorcycle lanes on both sides of the river which at Torpoint will remove the associated hazard of motorcycles positioned in the middle of the road while waiting to board the ferry;
- Change the shore infrastructure at Devonport to introduce refuge 'islands' on the slipway apron for pedestrians moving around that area;
- Better define cycle routes;
- Increase the width of the current 'pick up/drop off' bay on the Torpoint side of the river;
- Provide foot passenger waiting shelters at the top of each slipway;
- Rationalise and improve signage.

The project requires tendering and contracting and assuming it is all approved the committee has been asked for a detailed brief/consultation to be provided to the community prior to commencement. This month also saw the introduction of a peak time metric for ferry availability showing 97.1% availability for the last quarter, compared to the measure of 98.8% all in. This will be provided quarterly to the Committee, it will be interesting to see this measure tracked over time.

Jetty for Torpoint

Discussions and clarifications with the proposed consultants are continuing. Councillor Davis explained that he is attending a meeting tomorrow afternoon in Truro to obtain an update and re-challenge the timescale of the possible project to confirm whether or not it is likely that following 'a push' for a 2020 implementation could be achieved.

130-19 Police Activity Report.

PC 1771 Steve Wilson presented the Police report, which was noted; answering a question, PC Wilson explained 'response officers' are tasked to attend an emergency callout. PC Wilson highlighted the force has received many complaints about the time taken to answer 101 'non-emergency' calls and the force are encouraging all 'non-emergency' crime to reported via email. Should any delays be experienced with the service, please report to PC Wilson, either directly or via the Council Officers.

131-19 Minutes of the previous meeting.

The minutes of the previous meeting held on Thursday 21st November 2019 were taken as read, confirmed and signed by the Chairman.

132-19 Matters arising from the minutes

a) Cornwall Council/Antony Road public conveniences: -
Pursuant to minute 143-19 (a) 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 125-19 below].

133-19 Mayor's Communications

The Chairman presented (on the screen) the activities undertaken since the last meeting.

Saturday 23rd November 2019

10am Lantern Making Council Chambers
12.45pm Federation of Old Cornwall Societies

Wednesday 27th November 2019

4.30pm Christmas Window Judging Competition

Saturday 30th November 2019

11am Christmas Tree Festival opening at St James Church
2pm Christmas Lights Switch On Torpoint
7.30pm RBL Dinner

Thursday 5th December 2019

4pm-6pm International Volunteering Day Torpoint Community Hub

Thursday 6th December 2019

10am Library Craft Fayre

Saturday 7th December 2019

2pm St James Church Christmas Tree Festival Awards

Sunday 8th December 2019

6pm St James Church Carol Service

Wednesday 11th December 2019

6pm Carbeile Junior School Carol Service at St James Church, Torpoint

Friday 13th December 2019

Midday Community Hub and Library Volunteers thank you lunch
1.30pm Torpoint Nursery and Infant School Christmas Play

The Chairman highlighted the well-attended and organised Lantern Making and Christmas Lights switch-on events, highlighted that both were organised by the Torpoint Town Partnership. The events highlighted the vibrant community spirit within the town. The Mayor formally thanked all the volunteers, performers, schools and everyone involved for giving up their time to help to ensure the Christmas Lights switch-on was a great success. It was agreed to forward a letter of thanks to Mr R Skelly as although he is no longer a Torpoint resident, he continues to volunteer to erect and then in January 2020 take down the Christmas lights.

The Chairman highlighted attending the Federation of Old Cornwall Societies event on 23rd November 2019 at Torpoint Community College. This was a celebration of representatives from all the Old Cornwall Societies, and it was found that many attendees had never visited the town. The Mayor continued, a superb presentation was made about the history of Torpoint by Mrs Rosemary Pellew from Torpoint Archives – a lovely afternoon was had by all.

On **Friday 6th December 2019** the Deputy Mayor accompanied Councillor Mrs. R A Southworth to 197 (Devonport) Squadron Air Cadets for a small presentation.

On **Friday 13th December 2019** the Deputy Mayor attended the Torpoint Ladies Singers and Rame Peninsula Male Voice Choir Joint concert for the charity Hugs from Henry at St James Church.

On **Sunday 24th November 2019** the Town Clerk attended the Legal Service at Truro Cathedral.

Clerk

<p>134-19 Minutes of the Asset Management and Operations Committee It was resolved the minutes of the meeting held on Thursday 28th November 2019 (as circulated) are received and the recommendations contained in the minutes 80-19AMO (Website - Project Initiation Document), 81-19AMO (Pocket Park funding for appropriate street lighting at the skate park) are adopted and implemented. Pursuant to minute 81-19AMO (Radon Testing and Monitoring) following discussion it was resolved to withdraw the recommendation, as it was considered the buildings are not in an area where radon has been identified as an issue, reassuring the public there is no immediate danger.</p> <p>a) To consider replacing the disabled public convenience lock at Bénodet Park with a "Radar" door lock (Councillor K J Moon): - The quotation and information (as circulated) was discussed in-depth. The tight timescales to arrange the replacement of the disabled public convenience lock at Bénodet Park was considered, accompanied by the restriction this would then put on others accessing the facility in the future. Councillor K J Moon was willing to volunteer to unlock/lock the facility if this would then enable disabled persons to access the facility during the Bank Holiday closure period. It was resolved to leave the disabled access toilet unlocked for three days (Christmas Day, Boxing Day and New Year's Day) and display a sign asking users to be considerate when using the facility.</p>	Clerk
<p>135-19 Minutes of the Finance and Personnel Committee It was resolved the minutes of the meeting held on Monday 2nd December 2019 (as circulated) are received and the recommendations contained in the minutes 79-19F&P (Town Council Organisation structure/design & Terms of Reference for Systems and Procedures working party), 80-19F&P (Hiring and Letting Charges 2020-21 financial year), 81-19F&P (Town Council Budget for the 2020-21 financial year).</p> <p>Pursuant to minute 81-19F&P (Town Council Budget for the 2020-21 financial year) Councillor Mrs. J M Martin recorded her personal thanks to all members for supporting the discussions at the budget meeting [of Monday 2nd December 2019].</p>	
<p>136-19 Minutes of the Development and Localism Committee It was resolved the minutes of the meeting held on Thursday 5th December 2019 (as circulated) are received and the recommendations contained in the minutes 96-19D&L (a) (Vision Projects – Tamar River Links/Jetty project) is adopted and implemented. Pursuant to minute 92-19 (f) (Enterprise Court) it was resolved that this item would be considered with the Public and Press excluded as it contains commercially sensitive information [see minute 143-19 below].</p>	
<p>137-19 Torpoint Ferry Statistics The report, as circulated, was considered and noted.</p>	
<p>138-19 Financial Comparison It was resolved that the November 2019 Financial Comparison (as circulated) as prepared by the Administration Assistant 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>139-19 Accounts for payment</p>	

PAYEE	REASON	Invoice/Reference No.	GROSS (£)	(VAT) (£)	NETT (£)
Festive Lighting	2 x mini christmas trees	18064	188.40	31.40	157.00
Don Benson	Clock Winding	13	48.00	0.00	48.00
Cornwall Council	bus Rates Chambers	802311466	1521.00	0.00	1521.00
Cornwall Council	Bus Rates Pub cons	802385084	145.00	0.00	145.00
Cornwall council	Bus Rates Library	802715760	378.00	0.00	378.00
Spot on Supplies	cleaning items	21482668	65.27	10.88	54.39
Cornwall Council	Garage Rental	34190700166	56.48	9.40	47.08
James Property Services	Concrete Bench Plinth & Install	1134	336.00	0.00	336.00
Nicola Moon	Badgy printer and Accessories	2802	200.00	0.00	200.00
Liftman UK Ltd	Lift Service	INV005617	96.00	16.00	80.00
DJW Window Cleaning	library Full Clean	INV0024	16.00	0.00	16.00
DJW Window Cleaning	Bus shelter clean	INV0025	18.00	0.00	18.00
DJW Window Cleaning	Bus shelter clean	INV0026	18.00	0.00	18.00
Public Sub Acct HMG 4806	Yonderberry Point Bench	1134879	50.00	0.00	50.00
The Old Rowing Club	Café Stock	Dreckly's Stock	400.83	66.82	334.01
The Old Rowing Club	Café Equipment	Deckly's Equipment	844.24	0.00	844.24
G W Brown	Repair to Chambers roof	2019/35	225.00	0.00	225.00
Spot On Supplies	Cleaning etc products	21479306	153.35	25.56	127.79
Ministry of Defence	Royal Marines War Mem Un	7604973	102.61	20.52	123.13
Complete Bus Solutions	Stationery/Tea Towels	SINV02098172	66.29	11.05	55.24
EE	Staff Mobile phones	Direct Debit	46.82	7.80	39.02
SWALEC	Electricity Council Chambers	Direct Debit	323.95	53.99	269.96
Everflow	Water Rates	Direct Debit	163.19	27.20	135.99
SSE	Electricity Council Chambers	Direct Debit	963.66	160.61	803.05
Corona Energy	Gas Council Chambers	Direct Debit	1007.75	167.96	839.79

140-19 Correspondence

a) Torpoint Town Beach – M A Watkiss: -

Following discussion, it was **resolved** to seek legal assistance to obtain a copy of the court order and correspond confirming the Council's responsibility is to ensure the beach is cleaned twice yearly and therefore it is adhering to the court order.

b) Winter maintenance / Keeping Cornwall's roads moving this winter – Cornwall Council/Cormac: - Noted.

c) Agreement for the provision of Library and Information Service - Deed of Variation – Cornwall

<p>Council: - The Clerk explained the updated legal documentation is still awaited (although had been expected) and as soon as it is received it will be presented for consideration. d) Have your say about Cornwall Council spending priorities and budget for 2020/21 – Cornwall Council: - Noted.</p>	
<p>141-19 Reports a) Neighbourhood Plan: - No further update. b) Torpoint Town Partnership (TTP): - The Chairman re-iterated thanks for all the volunteers involved in the Christmas Lights switch-on celebrations. c) Report from Delegates to Outside Bodies: - i) It was reported on behalf of the Torpoint Archives that the group are very contented in their new establishment. ii) <i>The Chairman invited Councillor S J Corbidge MBE to provide an update on the situation with the Industrial noise emanating from Trevol Business Park</i> Councillor Corbidge highlighted receipt of a response from Sheryll Murray who has forwarded a reply from Cornwall Council complaints and Public Protection team, adding the Planning Enforcement complaint remains under investigation. iii) Torpoint and Rame Pitch Project Councillor C R Still explained the committee are in discussions with Lanivet and there is a renewed enthusiasm for the project, which has been accompanied by a few funding rejections.</p>	
<p>142-19 Date of next meeting: - Thursday 16th January 2020.</p>	
<p>143-19 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 9.06pm.....Town Mayor</p>	