

OPEN FORUM

Mr and Mrs Scanlon – Mrs Scanlon wished to highlight concerns about the lack of street lighting in the town, explaining that residents’ are very worried as a result of the recent alleged incident (in which the Police are involved) over the Christmas period. Councillor G J Davis volunteered to drive around the key streets of Torpoint to review the street lighting and provide a report to Cornwall Council. PC Steve Wilson explained he will be providing an update on the alleged incident during the Council meeting.

MINUTES of a meeting of Torpoint Town Council held on Thursday 16th January 2020 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, Mrs. K Brownhill, Miss R C Baker, G J Davis, T J Gulley OBE, Miss L J Hocking, Mrs. J M Martin, Mrs. R A Southworth, M G Spurling, C R Still, J Tivnan BEM plus the Town Clerk & RFO (Clerk) with the Administration Assistant (AA) in attendance.

	ACTION
<p>144-19 Apologies for absence: - Apologies for absence were submitted on behalf of Councillors K J Moon, S J Corbidge MBE and L E Keise.</p>	
<p>145-19 Declarations of Interest relating to items on the Agenda: - a) None.</p>	
<p>146-19 Planning Applications: - a) PA19/11211 - Garage extension to east of existing building, to include area previously used as external courtyard – Location: Pidgeon And Son, Figsard Way, Trevol Business Park Torpoint. No observations or objections.</p>	
<p>147-19 Cornwall Council Report: - There was no report received from Councillor M J Crago. G J Davis provided an update on the following: <i>Jetty for Torpoint</i> Councillor Davis explained that he attended meeting before Christmas with the proposed consultants where it was identified the existing timescales [completion by September 2020] are very unlikely. Therefore the timeline for the project is expected to be extended until completion date March 2021. Councillor Davis added he is due to attend a members’ meeting in several weeks’ time which will consider sites/locations in South East Cornwall.</p>	

Lower Fore Street

The initial pre-event planning meeting to discuss the proposed Charrette is scheduled for Monday 20th January, the Clerk confirmed the meeting attendees, explaining Cornwall Council are continuing the dialogue with the additional land owner at Lower Fore Street. Funding opportunities are continuing within Cornwall Council.

Adela Road

Councillor Davis explained an options appraisal of Adela Road and the Public Right of Way has been undertaken and a proposal from the Countryside team [Cormac] is anticipated; Cornwall Council has indicated they would not be able to fund the making up of Adela Road from the highways budget. The proposal is to reinstate the footpath and move the area for parked cars to where the overgrown grass verge is [on the opposite side of the road]. Additionally the suggestion is to lay and compact some 'planings' on the top half of Adela Road. The proposal will be forwarded to the Town Council - Clerk to forward as soon as the proposal received. [The proposal will then be discussed at the Development and Localism Committee meeting.]

Clerk

Councillor J Tivnan BEM asked for the Council to view the correspondence including the proposal, before it is circulated. Councillor Davis explained the Antony, Clarence and Sydney Roads Residents' Association as well as Occupants of the property at the end of the Antony Road are also being consulted on the proposal.

Plot of land at the end of Clarence Road

Councillor Davis has been contacted for his views on the plot of land at the end of Clarence Road, he has advised Cornwall Council to contact the Chairman of the Antony, Clarence and Sydney Roads Residents' Association for their consideration as well as the Town Council.

Industrial noise emanating from Trevol Business Park

Councillor Davis reported on behalf of Councillor S J Corbidge MBE explaining:

- i) The planning enforcement team are planning to visit the site again this week;
- ii) Major development works have been undertaken recently at the site;
- iii) The loud industrial noise emanating from the site had restarted over the festive period.

Councillor Mrs. R A Southworth questioned Councillor Davis following the recent announcement that Saltash College is closing, asking if this will impact on Torpoint – Councillor Davis explained is not aware of this and agreed to investigate the impact on Torpoint residents.

Cllr Davis

148-19 Police Activity Report.

PC 1771 Steve Wilson presented the Police report, highlighting and discussing the increase in recorded crimes reported between 01/12/18 – 31/12/18 and 01/12/19 – 31/12/19. PC Wilson explained the information shared with the public regarding alleged recent offences, is limited whilst investigations are continuing. PC Wilson added the Police Major Crime Investigation team were tasked to investigate one of three incidents, due to the severity of the crime. More recently the local Police have acted on information provided by members of the public, executing drug warrants, discovering a cannabis cultivation with a value of £20,000 to £25,000. A question from a Member highlighted, particularly with the recent alleged incidents, the local residents' perception of the Police and the actions being taken requires significant improvement. PC Wilson responded acknowledging

<p>that the use of social media can be negative as well as beneficial, explaining the restrictions which are in place governing what the local Police can publish, in order to protect the victims, alleged offenders and the community whilst the investigation continues. Councillor Miss L J Hocking was of the opinion advice and information of how the community could stay safe should be shared by the Police on local social media.</p>	
<p>149-19 Minutes of the previous meeting. The minutes of the previous meeting held on Thursday 19th December 2019 were taken as read, confirmed and signed by the Chairman.</p>	
<p>150-19 Matters arising from the minutes a) Cornwall Council/Antony Road public conveniences: - Pursuant to minute 132-19 (a) the Clerk explained the discussions around the proposed location of the temporary public conveniences is not a confidential discussion and should now be discussed with the public present. The Mayor detailed the report, following a meeting, summarising the various locations which have been considered for the siting of the temporary public convenience block/unit whilst the redevelopment takes place. Councillor G J Davis highlighted discussions are taking place between Cornwall Council and the contractor, who is seeking to use part of the local Cornwall Council car park adjacent to the development, seeking clarification on the amount of ground rent being charged (by Cornwall Council) for the temporary use. Following additional comments from several members, highlighting the other areas being considered: corner of Rowe Street, Harbour Lights, temporary unit outside the Library and Community Hub, it was resolved the temporary public conveniences unit can <i>only</i> be positioned in the Cornwall Council car park alongside the development, used by customers of the local supermarket. It was resolved that the contractual / legal situation for 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 160-19 below]. b) Supporting Budget Information Statement 2020/21 for Cornwall Council: - The Clerk presented the Supporting Budget Information Statement 2020/21 for Cornwall Council, which will be published on the Cornwall Council website and uploaded to the Town Council's website. It was agreed to add 'The Town Council are taking over the play parks in the town <i>and are looking to improve them</i>'.</p>	<p>Clerk</p> <p>Clerk</p>
<p>151-19 Mayor's Communications The Chairman highlighted the activities undertaken since the last meeting. Tuesday 24th December 2019 Christmas Carol Concert - Babcock Wednesday 25th December 2019 St James Church Home Alone Christmas Lunch</p> <ul style="list-style-type: none"> ➤ The Mayor formally thanked all the volunteers who had given their time to assist with the organisation, cooking and serving of the 'Home Alone lunch' on Christmas Day at St. James Church. ➤ The Mayor had received a Happy New Year card from the Mayor of Bénodet. ➤ The Mayor detailed receipt of correspondence from school council members at Torpoint Nursery and Infant School, who are planning various fundraising activities to send to the charities WWF and the Australian Red Cross, having heard about the devastation caused by the recent bushfires in Australia. Members suggested how the council could support the fundraising and the Chairman agreed to consider the suggestions and respond to the school council. ➤ The Mayor explained RALEIGH has proposed Sunday 14th June 2020 for the next Freedom of Torpoint event, members agreed with the proposed date and thanked Councillor T J Gulley OBE for his assistance with liaising on this matter. ➤ Mayor's Charity Ball tickets are nearly sold out and the event planning is progressing well. 	<p>Mayor</p>

<p>152-19 Matters arising from Finance and Personnel Committee meeting Monday 2nd December 2019</p> <p>a) Town Council Organisation structure/design: - Pursuant to minute 79-19 (a) F&P it was resolved that this item would be considered with the Public and Press excluded as it contains confidential staffing information [see minute 160-19 below].</p> <p>b) Terms of Reference Systems and Procedures: - Pursuant to minute 79-19 (a) F&P the Clerk summarised the document as circulated, which had been compiled with guidance from members and following discussion it was resolved to adopt the Terms of Reference for the Systems and Procedures working party and for it to be reviewed annually with all Committee Terms of Reference documentation.</p>	Clerk																																				
<p>153-19 Matters arising from Development and Localism Committee meeting Thursday 5th December 2019</p> <p>a) Enterprise Court: - Pursuant to minute 92-19 (f) D&L it was resolved that this item would be considered with the Public and Press excluded as it contains commercially sensitive information [see minute 160-19 below].</p> <p>b) BT – review of payphones, highlighted for removal – GOAD AVENUE, TORPOINT PL11 2ND: - Pursuant to minute 99-19 (b) D&L and following discussion and advice about previous usage it was resolved to advise Cornwall Council the payphone highlighted for removal at Goad Avenue, could be removed. Discussion about the opportunity to use the payphone to site a defibrillator prompted a question from a member seeking the reason for the delay with the installation of the defibrillator outside the Costcutter store on Trevithick Avenue. The Mayor agreed to investigate the reason for the protracted installation delay.</p>	Mayor																																				
<p>154-19 Torpoint Ferry Statistics</p> <p>The report, as circulated, was considered and noted. Following a brief discussion it was agreed to continue to include the Torpoint Ferry statistics at every meeting; thanks were minuted to the team who provide up to date information on the Tamar Crossings social media pages.</p>	Clerk																																				
<p>155-19 Financial Comparison</p> <p>It was resolved that the December 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. The Mayor minuted thanks to the Administration Assistant for continuing this work.</p>																																					
<p>156-19 Accounts for payment</p> <table border="1" data-bbox="126 1606 1393 1919"> <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>Heartsafe AED</td> <td>Defib Annual Monitoring</td> <td>3901</td> <td>756.00</td> <td>126.00</td> <td>630.00</td> </tr> <tr> <td>ITEC</td> <td>Printing</td> <td>308925</td> <td>55.91</td> <td>9.32</td> <td>46.59</td> </tr> <tr> <td>complete Weed Control</td> <td>3rd treatment</td> <td>SW-2865</td> <td>1,452.00</td> <td>242.00</td> <td>1,210.00</td> </tr> <tr> <td>PPL PRS</td> <td>annual licence</td> <td>SIN1286192</td> <td>363.34</td> <td>60.56</td> <td>302.76</td> </tr> <tr> <td>James Property Services</td> <td>Repairs to Radiators</td> <td>1143</td> <td>45.00</td> <td>0.00</td> <td>45.00</td> </tr> </tbody> </table>	PAYEE	REASON	Invoice/Reference No.	GROSS (£)	(VAT) (£)	NETT (£)	Heartsafe AED	Defib Annual Monitoring	3901	756.00	126.00	630.00	ITEC	Printing	308925	55.91	9.32	46.59	complete Weed Control	3rd treatment	SW-2865	1,452.00	242.00	1,210.00	PPL PRS	annual licence	SIN1286192	363.34	60.56	302.76	James Property Services	Repairs to Radiators	1143	45.00	0.00	45.00	
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Complete Business Solutions	STATIONERY	SINV02128118	13.20	2.20	11.00
Don Benson	Clock winding	15	48.00	0.00	48.00
BT	Office phones	VP 9119 6470	592.67	92.11	500.56
Complete Business Solutions	Library stationery	SINV02129275	31.20	5.20	26.00
Biffa	council Chambers Waste	408T05994	124.66	20.78	103.88
Biffa	library waste collection	408T05995	24.00	4.00	20.00
Mole Valley Farmers	Rock Salt benodet	IN200083416	24.96	4.16	20.80
SLCC	Training Day Town Clerk	130501	51.00	8.50	42.50
Rabarts	paint etc for Rm 5	PLYT047591	102.35	17.05	85.30
Rabarts	rm 5 filler and tape	PLYT047592	10.54	1.76	8.78
Cornwall Council	Salary Invoice Oct-Dec 2019 & Mayors allowance	98286320	47,643.63	154.00	47,489.63
SSE	Electricity Bénodet Park	DD	161.10	7.67	153.43
Corona	Gas Council Chambers	DD	1093.76	182.29	911.47
SWALEC SSE	Library Electricity	DD	275.52	45.92	229.60
Fintec group Ltd	Photocopier Annual Fee	DD	249.42	41.57	207.85
SSE Southern Electric	Library gas	DD	843.57	140.6	702.98
SSE	Cambridge Field Electricity	DD	38.62	1.83	36.79
Everflow Water	Water rates	DD	49.66	2.55	47.11
EE	Officer mobiles	DD	46.82	7.8	39.02
Adobe	PDF converter monthly fee	CC	12.64	0.00	12.64
Torpoint Hardware	Keys, batteries, door bolt	CC	17.50	2.92	14.58
Price Busters	Paper Chains for Library	CC	16.00	2.67	13.33
Amazon	Kissing Gate Closers x 2	CC	24.97	4.18	20.79
Sumup	Card reader	cc	22.80	3.80	19.00
Amazon	Till rolls for Library café	CC	34.18	5.70	28.48
XERO	Account software	CC	7.68	1.28	6.40
Rame Framing	Chris Harris Print	CC	35.00	5.83	29.17
XERO	Account software	CC	7.20	1.20	6.00

157-19 Correspondence

a) Torpoint Cemetery Horson (dog fouling) – Councillor S J Corbidge MBE: -

The Deputy Town Mayor was of the opinion that the dog fouling is as a result of irresponsible dog owners using the enclosed area to exercise their dogs, allowing them to foul. Councillor G J Davis explained having responded to this correspondence prior to the Christmas break, contacting Cornwall Council Enforcement and then putting up signs at the entrance to the cemetery, saying 'Keep dogs on lead' and 'Please pick up after your dog'. Councillor Mrs. J M Martin highlighted enforcement should be continued in the area by the Council's Enforcement officer.

Clerk

158-19 Reports

a) Neighbourhood Plan: -

No further update. Councillor Miss L J Hocking posited a question, on behalf of a member of the



<p>public, asking when work on the project would re-commence. The Clerk explained the project has been briefly discussed at recent Development and Localism Committee meetings and having overcome a period of instability at the Council, the Neighbourhood Plan project is restarting this month.</p> <p>b) Torpoint Town Partnership (TTP): - The Chairman reported following the TTP meeting, held the previous evening, explaining discussions around VE Day 75 are continuing; Councillor Mrs. J M Martin explained the budget implications to the Council will be discussed at the forthcoming Development and Localism Committee meeting and the proposed date for Freedom of Torpoint Parade was discussed.</p> <p>c) Report from Delegates to Outside Bodies: - None.</p>	Clerk
<p>159-19 Date of next meeting: - Thursday 20th February 2020.</p>	
<p>160-19 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 9.15pm.....Town Mayor</p>	