



TORPOINT TOWN COUNCIL

NOTICE is hereby given that the **VIRTUAL** meeting of Torpoint Town Council will be held **via Zoom** on **Thursday 20th August 2020 at 7.00pm**. Members of the public are invited to join/listen to the **Virtual** meeting by one of the following options: Join Zoom Meeting

<https://us02web.zoom.us/j/89517355175?pwd=MkdjdURTL0dtUDNYZUVtdHIKNzhvQT09>

Meeting ID: **895 1735 5175**

Passcode: **121342**

One tap mobile

+441314601196,,89517355175#,,,,,0#,,121342# United Kingdom

Dial by your location

+44 131 460 1196 United Kingdom

Meeting ID: **895 1735 5175**

Passcode: **121342**

Find your local number: <https://us02web.zoom.us/u/kGDyWnjGg>

Members of the public wishing to put a question to the Council must do so 24 hours prior to the start of the Virtual meeting in writing / via email to admin@torpointtowncouncil.gov.uk.

AGENDA

1. Apologies for absence.

2. Declarations of Interest relating to matters on the Agenda.

3. Planning Applications.

a) None.

4. Cornwall Council Report.

5. Police Activity Report.

6. Minutes of the previous meeting.

Minutes of the previous VIRTUAL meeting held on Thursday 16th July 2020.

7. Matters arising from the minutes.

a) Business Risk Management Plan 2020 (as revised) (see circulated document with tracked changes) (minute 40-20 (a) and (b) refers).

b) Better understanding of costings for Library & Community Hub employees (minute 40-20 (a) and (b) refers) (see paper as circulated).

c) Industrial noise emanating from Trevol Business Park (minute 45-20 (a) refers).

d) Verge Cutting (Letter to Cornwall Council) (minute 45-20 (b) refers).

e) Letter to Tamar Crossings reference Torpoint Ferry Operations and response (as circulated) (minute 50-20 refers).

8. Mayor's communications.

a) Report from Local Community Markets.

b) Correspondence – Overgrown Grass verges on Great Park Estate, Torpoint – M J P Shone BEM (as circulated).

9. Minutes of the Asset Management and Operations Committee.

Minutes of the meeting held Thursday 23rd July 2020 and to consider the recommendations in the minutes (as circulated).

10. COVID-19 Update (as circulated).

11. Question of which notice has been given or notice of motion.

12. Torpoint Ferry

a) Availability Statistics (as circulated).

b) Torpoint Ferry update (press release) – Tamar Crossings (as circulated).

13. Financial Information.

July 2020 Financial Information (as circulated).

14. Accounts for payment.

ContactName	InvoiceNumber	Gross	VAT	Net	Description
Cornwall Council - Bus Rate Library	802715760	384.00	0.00	384.00	Non Domestic Rates September 2020
Cornwall Council - Bus Rate Pub Con	802385084	147.00	0.00	147.00	Non Domestic Rates Pub Con September 2020
Cornwall Council - Bus Rate Chambers	802311466	652.00	0.00	652.00	Non domestic rates September 2020
Cornwall Council - Waste Management	Inv 8100036435	90.00	0.00	90.00	Seagull Proof Sacks Library
Rabarts Decorators Merchants Ltd	Inv 0003/00035978	442.21	73.70	368.51	Paint for Library Mural Project
Spot On Supplies	inv no 21498939	198.40	33.06	165.34	Cleaning and Toilet Supplies all locations
BT Bar Phone	WW 3411 2427	35.04	5.84	29.20	Bar Area monthly bill August 2020
Torpoint Town Council Staff P Stinchcombe	Mileage Claim July 2020	10.40	1.73	8.67	Caretaker Duties P Stinchcombe
Don Benson	Inv 5	60.00	0.00	60.00	Clock winding 01,08,15,22,29.07.20 St James Church
Complete Business Solutions Group Ltd	SINV02369370	202.70	23.79	178.91	PPE & Sanitising supplies
Western Web Limited	21909	18.00	3.00	15.00	TTC Website addition
Complete Business Solutions Group Ltd	SINV02363993	274.37	45.74	228.63	Caretaking staff uniform items
Create Signs	Inv no 022500	40.00	0.00	40.00	Lions Bench Plaque as per email 06.07 20
Biffa	Inv no 522T27777	26.30	4.38	21.92	Library Waste Collection 25.07.20 to 21.08.20
Biffa	Inv No 522T27776	136.51	22.75	113.76	Council Chambers Waste Collection 25.07.20 to 21.08.20
Richards Builders Merchants Ltd	Invoice no 736993	13.00	2.17	10.83	Spirit Level
Spot On Supplies	inv 21497922	149.20	19.60	129.60	PPE and Cleaning supplies

Richards Builders Merchants Ltd	Inv no 736979	3.60	0.60	3.00	course builders sand 25kg bag Library mural project
Almega Promotional Gifts Ltd	Inv no 1794	252.00	42.00	210.00	TTC Coasters
Complete Business Solutions Group Ltd	SINV02357971	353.87	58.98	294.89	Ink Cartridges Library
Clear Sight Window Cleaners	Inv no 5- I -1	70.00	0.00	70.00	Council Chambers windows cleaned inside and out
W H Bond & Sons Ltd	inv no 159478	234.02	39.00	195.02	Wood supplies for Library Mural Project
David Ogilvie Engineering	185288	1319.40	219.90	1099.50	War Memorial Bench and Fixings
Complete Business Solutions Group Ltd	SINV02353271	104.71	7.25	97.46	Safety Boots Staff + Parcel Tape for Library
Western Web Limited	Inv No 21680	252.00	42.00	210.00	Supply and install router for remote working
Greg Conner - Operations Manager TTC	Reimburse July 2020	125.22	16.76	108.46	Replacement Sander Discs Key Cutting, Bus Car Insurance 2020-21, mileage July 2020
Spot On Supplies	21499426	88.69	14.79	73.90	toiletries and sanitiser
LRM Planning Ltd	2459	600	100	500.00	Account to 31.07.20
Cornwall Council	Inv 8100031966	52694.61	72	52622.61	Employee Salary & on costs April - June 2020 inc admin
Hampshire Flag Company	161768	142.01	23.67	118.34	Union Flag Council Chambers

15. Correspondence.

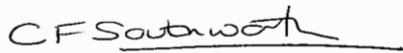
- a) Cornwall Council payments taken at Library & Information Service sites – Cornwall Council (as circulated).
- b) Removal of Council Recycling Banks – Cornwall Council (as circulated).
- c) A Fair and Just Future for Cornwall 2020 (21 key stakeholders) – Cornwall Independent Poverty Forum (as previously circulated).
- d) Position of Financial Support for Town and Parish Councils though the Covid-19 Pandemic – Cornwall Council (as circulated).
- e) Overhaul of the planning system (comments sought) – Looe Town Council (as circulated).
- f) Have your say – new climate emergency planning policies – Cornwall Council (as circulated).
- g) Planning news for local councils and agents (Summer 2020) – Cornwall Council (as previously circulated) <https://www.cornwall.gov.uk/environment-and-planning/planning/whats-new-in-planning/planning-news/planning-newsletters/planning-news-for-local-councils-and-agents/>.
- h) Library and Community Hub Report – Library and Community Hub Manager (as circulated).
- i) Cornwall Councillor Community Chest Grant – Antony, Clarence and Sydney Road Residents' Association – Request to be the 'accountable body' – Cornwall Council (as circulated).
- j) "The Cornwall We Want" – Have your say posters – Cornwall Council (as circulated).
- k) FAQ12 CALC Guidance on Local Council Meetings – CALC (as circulated).
- l) Marine European Sites Supplementary Planning Document (SPD,) consultation – Cornwall Council (as circulated).

16. Reports.

- a) Neighbourhood Plan
 - i) Neighbourhood Planning e-bulletin July 2020 – Cornwall Council (as circulated).
- b) Reports from delegates to outside bodies.

17. Date of next meeting.

Thursday 17th September 2020.

A handwritten signature in black ink that reads "C F Southworth". The signature is written in a cursive style and is underlined.

Mrs C F Southworth Cert (HE), BA (Hons), PSLCC
Town Clerk and RFO

Friday 14th August 2020