

## TORPOINT TOWN COUNCIL

MINUTES of a meeting of the Forward Planning Committee held on Thursday 4<sup>th</sup> July 2013 at 7.00pm in the Mayors Parlour, 1-3, Buller Road, Torpoint.

**PRESENT:** - Councillor E H Andrews (Chairman), Councillor M N Pearn MBE (Town Mayor), Councillors Mrs K Brownhill, G J Davis, Mrs C A Jackson, L E Keise and J Tivnan plus the Town Clerk.

### **31- 13FP. Apologies for absence**

Apologies for absence were submitted by Councillors Mrs C E Goodman and Mrs J M Martin.

### **32- 13FP. Declarations of interest relating to items on the Agenda**

None.

### **33- 13FP. Minutes of the Previous Meeting**

The minutes of the meeting held on Thursday 6<sup>th</sup> June 2013 were taken as read, confirmed and signed by the Chairman.

### **34- 13FP. Matters arising from the minutes**

#### a) First Bus:-

Pursuant to minute 20-13FP (a) it was reported that the meeting was considered constructive and that it is understood Councillor Mrs R A Southworth has been invited to attend a meeting at First Bus Offices.

#### b) CCTV:-

Pursuant to minute 20-13FP (b) it was reported that the company that installs the CCTV cameras were in the process of installing the camera that overlooks the toilet area/entrance to Benodet Park. The Town Administrator has also asked for a quotation to position a camera that will overlook the Skateboard Park area.

#### c) Localism:-

Pursuant to minute 20 -13FP (d) the Clerk reported that the toilets in Antony Road were again open following repairs by Cornwall Council but that the Town Council were still awaiting further repairs and of course the grant assistance none of which to date had been received by this Council since the beginning of April. In response to a question from Councillor G J Davis the Clerk would make enquiries on the security to the disabled toilets.

#### d) Heating System:-

Pursuant to minute 20-13FP (e) Councillor G J Davis offered to furnish the Town Administrator with contact details of an appropriate "green" heating supplier as the information currently obtained by the Town Administrator did not appear to be appropriate for the purpose. The Town Mayor suggested that this item is urgent.

#### e) Policing in Torpoint:-

Pursuant to minute 20-13FP (f) the Chairman congratulated Councillor J Tivnan on his liaison work with the police.

### **35- 13FP. Policies applicable to this Committee**

None.

### **36- 13FP. Items referred to this Committee**

None.

### **37- 13FP. Health & Safety**

The Clerk confirmed that the kitchen has now been deep cleaned and he has asked the Town Administrator to write the key areas into the annual maintenance schedule that would include any items that cannot be undertaken on a day to day basis. The Clerk also reported that the Council's external operative and the Town Administrator would be undertaking training on issuing fixed penalty notices for dog fouling. The Clerk raised the proposed charges of £80 per person to undertake the course and the Town Mayor in his capacity as a Cornwall Councillor would investigate this proposed charge. The Chairman announced that together with Councillor J Tivnan, the Health and Safety policy would be reviewed in time for the September meeting of this Committee. Councillor Tivnan would also review the current record retention systems with the Town Administrator so that assurance can be provided to members that the correct procedures were being followed. Councillor Tivnan also informed members that a relatively new type of fire extinguisher was now available on the market that whilst initially was more expensive did not require the annual maintenance that the traditional extinguishers required. Councillor Tivnan would also review this suggestion prior to the next meeting of this Committee.

### **38- 13FP. Town Council Development Plan**

Councillor G J Davis drew attention to Thanckes Park with the suggestion that the Town Council might wish to become involved with the development and management of the park. Councillor Davis spoke on the current projects being undertaken that included the woodland walk and possible waterfront development. However should the Council wish to become involved with developing the park currently there was no indication of the cost to the Town Council. In response to a question from Councillor L E Keise on a management plan, Councillor Davis responded that currently there were only small ad-hoc projects in place. Councillor Davis also drew attention to the poor condition of the tennis courts and suggested that this area could be developed. The Town Mayor understood that it was planned to relocate the boules area from Defiance Field. It was also suggested that the tennis club were intending to relocate to the Community College as the facilities were superior to those in Thanckes Park. Councillor J Tivnan sought an explanation as to why Saltash and Liskeard received more subsidised leisure activities. The Town Mayor suggested another walk at the top end of the town possibly in August or September that could take in Thanckes Park to ascertain the aspirational development of the park. Members also raised the question of finances when considering involvement with this area of the town.

### **39- 13FP. Council Chambers**

The Clerk reported that the Town Administrator had obtained a quotation for £250 to change the taps in the toilet areas that would make them more efficient. The Town Mayor also advised that the Council might consider water economies with the use of water through the cistern.

**Exclusion of public and press:-** It was **resolved** to exclude the Public and Press as next item to be discussed involved staff and staffing matters (Public Bodies (Admission to Meetings) Act 1960). The minute is listed as confidential and appended to these minutes.

### **40- 13FP. Correspondence**

None.

**41- 13FP. Planning Applications**

None.

**42- 13FP. Accounts for Payment**

PAYEE	REASON	GROSS	VAT	NET
British Telecom	Phone Bill	224.44	37.40	187.04

**43- 13FP. Date of the Next meeting**

Thursday 5<sup>th</sup> September 2013.

**44- 13FP. Any Business that has been disclosed to the Chairman and members prior to the meeting**

- Councillor J Tivnan drew attention to the erection of 2 Trevol Road signs that had been placed at Pennycross – at the entrance to a “No Entry” Road. The Town Mayor confirmed that he is pursuing this matter with Cornwall Council but it was also **recommended** that this Council write to Cornwall Council complaining at the perceived waste of money in erecting the signs.
- In pursuant to a question from Councillor L E Keise on progress with the proposed health centre at Trevol Business Park, the Town Mayor understood that the contracts would be signed at the end of June but offered to pursue this matter.
- The Town Mayor drew attention to the “Colours of Life” project that was being arranged. The Mayor spoke on the purpose of the project and how it could involve workshops in the town. Members questioned the benefits to Torpoint residents in participating in the project. Following discussion it is **recommended** that the Council agrees in principle to donate £200 toward a workshop in the town subject to satisfactory information being obtained from the organisers. Prior to the Council meeting the Town Mayor would provide a contact point for the Town Administrator to obtain the additional information.
- The Town Mayor reminded members that the Mayor’s Charity sale and big breakfast would be held in the Council Chambers on Saturday 27<sup>th</sup> July between 10am and 1pm.
- The Town Mayor drew attention to the poor condition of the flags being flown at Sparrow Park and the Council Chambers. It was suggested that 3 flags are purchased (1 union and 2 St Pirran) being 8’ x 4’ in size.
- The Mayor suggested to the Lord Lieutenant of Cornwall, that Torpoint would participate in the armed forces day celebrations in 2015. It was noted that this would have precept implications.
- Councillor Mrs C A Jackson announced that the seagull proof sacks are almost sold out at the One Stop Shop. Problems with seagulls ripping open standard bags were highlighted. Councillor Mrs Jackson also informed members that the Library would be unveiling a plaque dedicated to John Langdon-Down who was a Torpoint resident involved in pioneering work with Downs Syndrome. .

Meeting closed at 8:08pm .....Chairman