



TORPOINT TOWN COUNCIL

NOTICE is hereby given that a meeting of Torpoint Town Council will be held on Thursday 17th June 2021 at 7.00pm in the Council Committee Room, York Road, Torpoint to which you are summoned to attend.

(An Open Forum will precede the meeting. Additionally, members of the public wishing to put a question to the Council can do so, 24 hours prior to the start of the 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. To consider the applications for the Co-option of three casual vacancies (two East Ward, one West Ward) on the Town Council.

a) Co-option of three casual vacancies (by written ballot if necessary) (information to follow).

4. Planning Applications.

a) PA21/04749 – Replacement roof with loft conversion – 20 Marine Drive, Torpoint PL11 2EH.

5. Cornwall Council Report (to follow).

6. Police Activity Report (to follow).

7. Minutes of the previous meeting.

Minutes of the previous meetings held on Thursday 20th May 2021 (Annual Meeting) and Thursday 27th May 2021 (Adjourned Meeting) (as circulated).

8. Matters arising from the minutes.

a) PA20/02211 – Retrospective application for the erection of three commercial buildings on land at Fisgard Way, Trevol Business Park (minute 32-21 (a) refers).

b) Code of Conduct training (minute 42-21 (b) refers).

9. To approve the Annual Return and Accounts for 2020-2021.

a) Annual Governance Statement (as circulated).

b) Accounts information/Financial Statements and Internal Audit Report (as circulated).

10. Mayor's communications.

11. Minutes of the Finance and Personnel Committee.

Minutes of the meeting held on Tuesday 1st June 2021, as circulated and to consider the recommendations in the minutes, 19-21F&P (b) (Terms of Reference – Systems and Procedures) and 19-21F&P (c) (Code of Conduct as revised) (as circulated).

12. Minutes of the Development and Localism Committee.

Minutes of the meeting held on Thursday 3rd June 2021 and to consider the recommendations in the minutes, 24-21D&L (c) (Swimming Pool Feasibility Study to be located in Torpoint), 28-21D&L (b) (Vision and other projects – Queen's Platinum Jubilee 2022) and 31-21D&L (a) (Global Safety week – 20mph speed limits) (as circulated).

13. Systems and Procedures.

Proposal from the virtual meeting held Monday 14th June 2021 and to consider the next steps following the resignation of the Town Council Support Officer (to follow).

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

15. Torpoint Ferry statistics (to follow).

a) Resurfacing update 5th June, 6th June, 7th June, 8th June and 9th June 2021 (as circulated).

16. Financial Information.

May 2021 Budget Variance (as circulated).

17. Accounts for payment.

PAYEE	REASON	Invoice /Reference No.	GROSS (£)	(VAT) (£)	NETT (£)
Grace & Glamour	Inv No 7 Tea Urn	10.00	0.00	10.00	tea urn second hand
Hudson Accounting Limited	Inv no 582	450.00	0.00	450.00	Internal Audit for Financial Year 2020-21
Security Dynamics	Inv no 1433	575.00	0.00	575.00	Annual Service CCTV Benodet Park 29.06.21-28.06.22
Cornwall Council - Garage	34190700166	58.88	9.82	49.06	Garage Rental 31.05.21 - 27.06.21
ASG Security	Inv no 36186	136.45	22.74	113.71	Annual maintenance visit fee Emergency Lighting System Council Chambers
Mr J T Tivnan BEM	Tennis Court Locks	32.40	5.40	27.00	Locks and Chains for Tennis Court Security
Paul Thomas - Traditional Signwriter	Inv no 232	60.00	0.00	60.00	Update Mayoral Board 2021/22 Rachel Evans
Rikki Shepherd Plumbing & Heating	Inv dated 07.06.2021	70.00	0.00	70.00	Repair Benodet Toilet
Cornish Tea & Cornish Coffee Co Ltd	Inv No SL50136	144.40	0.00	144.40	Library Café stock
BT Bar Phone	Acc no WW34112427	37.20	6.20	31.00	Bar Area monthly bill June 2021
Spot On Supplies	Inv no 21518359	85.03	14.16	70.87	Cleaning stock
Cornwall ALC Limited	Inv no 2122-237	36.00	6.00	30.00	Financial training intro to VAT Tina Morris
B E White	Inv no 033/21	400.00	0.00	400.00	Financial Consultancy - Financial Support for year end 31st March 2021
Don Benson	Inv 15	48.00	0.00	48.00	Clock winding 05, 12, 19, 26.05.21
Cornwall Council Bus Rates - Room 7	802850097	77.00	0.00	77.00	Bus Rates Room 7 July 2021
Cornwall Council - Rm 6 Bus Rates	802720466	125.00	0.00	125.00	Bus Rates July 2021

Cornwall council - Bus Rate Library	802715760	384.00	0.00	384.00	Library Bus Rates July 2021
Cornwall Council - Bus Rate Pub Con	802385084	147.00	0.00	147.00	Public Conveniences Business Rates July 2021
Cornwall Council - Bus Rate Chambers	802311466	1,509.00	0.00	1,509.00	Business Rates July 2021
Complete Business Solutions Group Ltd	inv SINV02729566	15.54	2.59	12.95	Sweatshirt Operations Manager
Cornwall Council - Sea Gull Proof Sacks	Inv no 8100136427	150.00	0.00	150.00	Seagull Proof Sacks
Richards Builders Merchants Ltd	Inv no 776747	16.28	2.71	13.57	Parks stock
Cornwall Council - Occupational Health	Inv no 8100135699	600.00	100.00	500.00	CC Health Referrals
BCHS Plymouth - Bunzl	Inv no 07/325873	52.80	8.80	44.00	Cleaning stock
Cornwall ALC Limited	Inc no 2021-452	24.00	4.00	20.00	politics before and after elections presentation 5th March Milly Southworth
LRM Planning Ltd	Inv no 3004	480.00	80.00	400.00	NDP works

18. Correspondence.

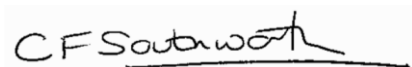
- a) Cornwall Rural Housing Association (CRHA) is recruiting voluntary board members – CRHA (as circulated).
- b) A374 Road Safety (copy of correspondence to Cornwall Council) – Mr M Bush (as circulated).
- c) Recycling Banks (possible reinstatement) - Mr K Moon (as circulated).
- d) Bench at the reflection area in Thanckes Park – Friends of Thanckes Park (as circulated).

19. Reports.

- a) Neighbourhood Plan.
 - i) Updated Terms of Reference (as circulated).
 - ii) Minutes of steering group meeting Tuesday 25th May 2021 (as circulated) and minutes of the Local green space virtual meeting held Monday 7th June 2021 (to follow).
- b) Torpoint Town Partnership.
- c) Town Team Project Board.
 - i) Updated Terms of Reference (as circulated).
 - j) Minutes of meeting held Tuesday 25th May 2021 (as circulated).
- d) Reports from delegates to outside bodies.

20. Date of next meeting.

Thursday 15th July 2021.



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

Friday 11th June 2021