



TORPOINT TOWN COUNCIL

Father Michael Brown led prayers before the meeting.

MINUTES of the meeting of Torpoint Town Council held on Thursday 17th September 2021 at 7.00pm in the Council Committee Room, 4 York Road, Torpoint.

Present: - Town Mayor (Councillor Miss R A Evans BEM) (Chairman), Deputy Town Mayor (Councillor G J Davis), Councillors Mrs. K Brownhill, Mrs. L Fellows, Mrs. C E Goodman, Mrs. J M Martin, C R Sawyer, M G Spurling, C R Still, J Tivnan BEM, M Thomson-Neall and B A Walsh, plus the Town Clerk & RFO (Clerk) and Town Council Support Officer in attendance.

	ACTION
<p>97-21 Apologies for absence: - Apologies for absence were submitted on behalf of Councillors L E Keise, Mrs. K L Partridge, L J Sanderson and R M Willoughby.</p> <p>Councillor Mrs. K Ewert (Rame Peninsula & St Germans Division) submitted her apologies for absence.</p>	
<p>98-21 Declarations of Interest relating to items on the Agenda None declared.</p>	
<p>99-21 Planning Applications: - None.</p>	
<p>100-21 Cornwall Council Report: - Councillor J Tivnan BEM had previously circulated his written report for the Council's consideration. Councillor Mrs. K Brownhill questioned the current grass cutting regime being undertaken by Cormac. Following a question posited by the Deputy Mayor (Councillor G J Davis) Councillor J Tivnan BEM clarified the recent decision making regarding tolls which had been agreed at the recent Tamar Bridge and Torpoint Ferry Joint Committee meeting. Councillor Mrs. J M Martin questioned about a recent social media post published by Councillor Mrs. K Ewert, regarding the potential closure of four swimming pools in Cornwall. Councillor Mrs. J M Martin expressed her concern as a close relative is employed at one of the four pools and advised they had had no prior knowledge of the possible closures, in advance of the social media post. The Mayor (Councillor Miss. R Evans BEM) responded acknowledging Councillor Martin's concerns and agreed to feedback to Councillor Ewert. The Mayor (Councillor Miss. R Evans BEM) explained Councillor Ewert had held a residents' surgery last week which it is understood was quite successful and acknowledged Councillor J Tivnan BEM had joined Councillor Ewert towards the end of the surgery.</p>	
<p>101-21 Police Activity Report: - The Police activity report is noted. The Mayor (Councillor Miss. R Evans BEM) reported having had a brief conversation with the neighbourhood PC regarding the high numbers in the report, who had noted that whilst the numbers may look alarming, he is not overly concerned. The Neighbourhood Police Officer advised that he hopes to attend a forthcoming council meeting when on duty.</p>	

<p>102-21 Minutes of the previous meeting: - The minutes of the previous meeting held on Thursday 19th August 2021 (as circulated) were taken as read, confirmed and signed by the Mayor (Councillor Miss. R Evans BEM), noting the corrections to be made on pages 2 and 3.</p>	
<p>103-21 Matters arising from the minutes: - None.</p>	
<p>104-21 Mayor's Communications The Mayor (Councillor Miss. R Evans BEM) thanked all those who had been in touch whilst she has been unwell with Covid-19. The Mayor (Councillor Miss. R Evans BEM) also thanked The Rame Group Practice for leading the Covid-19 trial and looking after the residents of Torpoint. Although the positive Covid-19 case numbers have dropped, people need to be aware that it is very much still in our town.</p> <p>The Mayor (Councillor Miss. R Evans BEM) gave her thanks to Deputy Mayor (Councillor G J Davis) for attending the Mayor Making Ceremony in Saltash on Tuesday 9th September on her behalf.</p> <p>On Friday 17th September at the Torpoint Library & Community Hub, there will be a farewell for Kate Pumffrey as she leaves us to work at the Charles Seale-Hayne Library within the University of Plymouth.</p> <p>On Sunday 26th September, the Mayor will be leading the 24th Anniversary Parade of Giving the Freedom of Torpoint to HMS RALEIGH. We look forward to having members of HMS RALEIGH attend however, this will be in reduced numbers due to their concerns with Covid-19. There will no longer be a sit-down meal in the Council Chambers Hall, "pasties and pop" will be served at Bénodet park.</p>	
<p>105-21 Minutes of the Finance and Personnel Committee It was resolved the minutes of the meeting held on Tuesday 31st August 2021 (as circulated) are received and the recommendation in the minutes, 43-21F&P (a) (Financial Regulations), (as circulated) are adopted and implemented. It was resolved that 42-21F&P (a) (Council Staffing Report) is a CONFIDENTIAL item and the press and public will be excluded. Councillor Mrs. J M Martin reminded the Chairmen of the Asset Management and Operations Committee plus the Development and Localism Committee that at the next meeting they need to start to consider budgetary requirements. Councillor Mrs. J M Martin formally welcomed Councillor Mrs. K L Partridge to the Finance and Personnel Committee</p>	Clerk
<p>106-21 Minutes of the Development and Localism Committee It was resolved the minutes of the meeting held on Thursday 2nd September 2021 (as circulated) are received and the recommendations in the minutes 51-21D&L (c) (Town Council flier/newsletter for residents), 59-21D&L (b) (Issue tender for Play parks Improvements approx. exp. £80,000), 59-21D&L (c) (Work in partnership with LTA to install SmartAccess gate technology at tennis courts, Thanckes Park), 59-21D&L (c) (Undertake informal engagement re installation of gate technology) and 61-21D&L (b) (iii) (Project Initiation Document for the Queen's Platinum Jubilee Event 2022), (as circulated) are adopted and implemented. Pursuant to minute 59-21D&L (b) (Issue tender for Play parks Improvements approx. exp. £80,000) the Clerk ensured the Council were aware of the finance implications prior to</p>	

taking the vote.																																																												
<p>107-21 Questions of which notice has been given or notice of motion. In light of the recent communication by the Cornwall Council Portfolio Holder for Transport, a motion is proposed for Torpoint Town Council to request of Cornwall Council a reduction in the speed limit through Fore Street to 20 mph in an effort to deliver reduced vehicle pollution, encourage cycling and safe walking with low carbon outcomes in the town centre, this could encourage more shoppers into the town where they may feel safer. Proposer: Deputy Mayor Councillor G J Davis – signed 8th September 2021. Seconder: Councillor Mrs. L Fellows – signed 9th September 2021. It is unanimously resolved to approve the motion as minuted, proposed by the Deputy Mayor (Councillor G J Davis) and seconded by Councillor Mrs. L Fellows.</p>						Clerk																																																						
<p>108-21 Torpoint Ferry statistics The Torpoint Ferry availability statistics were noted. The Clerk is to acknowledge and thank the Officer for providing these statistics.</p>																																																												
<p>109-21 Financial Information a) It is resolved that the August 2021 Budget Variance Income and Expenditure (as circulated) is received and adopted. It was reported that the Clerk has reviewed the income and expenditure and confirmed that the cash book reconciled to the bank and documentation as being accurate.</p>																																																												
<p>110-21 Accounts for Payment</p> <table border="1"> <thead> <tr> <th>Contact Name</th> <th>Invoice Number</th> <th>Tota</th> <th>VAT</th> <th>NET</th> <th>Description</th> </tr> </thead> <tbody> <tr> <td>Richards Builders Merchants Ltd</td> <td>Invoice 787103</td> <td>6.78</td> <td>1.13</td> <td>5.65</td> <td>Hanging basket maintenance</td> </tr> <tr> <td>BT</td> <td>VP 91196470</td> <td>422.96</td> <td>86.29</td> <td>336.67</td> <td>Regular charges bundled services 26.03.21 – 31.08.21</td> </tr> <tr> <td>Richards Builders Merchants Ltd</td> <td>Invoice 786061</td> <td>69.98</td> <td>11.67</td> <td>58.31</td> <td>Supplies to remove graffiti</td> </tr> <tr> <td>Western Web Limited1</td> <td>Invoice 22707</td> <td>54.00</td> <td>9.00</td> <td>45.00</td> <td>Facility to upload up to 2 pdfs in the Events Calendar on website</td> </tr> <tr> <td>Cornwall Council - Sea Gull Proof Sacks</td> <td>Inv 8100167477</td> <td>90.00</td> <td>0.00</td> <td>90.00</td> <td>Seagull Proof Sacks</td> </tr> <tr> <td>Spot On Supplies</td> <td>Inv 25123803</td> <td>46.28</td> <td>7.72</td> <td>38.56</td> <td>Cleaning supplies</td> </tr> <tr> <td>Spot On Supplies</td> <td>Inv 21524158</td> <td>65.27</td> <td>10.88</td> <td>54.39</td> <td>Cleaning supplies</td> </tr> <tr> <td>Spot On Supplies</td> <td>Inv 21524147</td> <td>37.92</td> <td>6.32</td> <td>31.60</td> <td>Cleaning supplies</td> </tr> </tbody> </table>						Contact Name	Invoice Number	Tota	VAT	NET	Description	Richards Builders Merchants Ltd	Invoice 787103	6.78	1.13	5.65	Hanging basket maintenance	BT	VP 91196470	422.96	86.29	336.67	Regular charges bundled services 26.03.21 – 31.08.21	Richards Builders Merchants Ltd	Invoice 786061	69.98	11.67	58.31	Supplies to remove graffiti	Western Web Limited1	Invoice 22707	54.00	9.00	45.00	Facility to upload up to 2 pdfs in the Events Calendar on website	Cornwall Council - Sea Gull Proof Sacks	Inv 8100167477	90.00	0.00	90.00	Seagull Proof Sacks	Spot On Supplies	Inv 25123803	46.28	7.72	38.56	Cleaning supplies	Spot On Supplies	Inv 21524158	65.27	10.88	54.39	Cleaning supplies	Spot On Supplies	Inv 21524147	37.92	6.32	31.60	Cleaning supplies	
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Spot On Supplies	Inv 21523802	83.94	13.99	69.95	Cleaning supplies
Spot On Supplies	Inv 21523801	95.92	15.99	79.93	Cleaning supplies
Richards Builders Merchants Ltd	Invoice 785863	55.10	9.18	45.92	Dumpy bags
Screech Owl Sanctuary	Invoice 1463	216.00	36.00	180.00	Educational visit to Torpoint Library 03/09/2021
RD Johns Ltd	Invoice 579986	13.08	0.73	12.35	Café stock
Spot On Supplies	Inv 21524146	94.46	15.74	78.72	Domestos Power Fresh Toilet Cleaner
Don Benson	Invoice 18	48.00	0.00	48.00	Clock Winding 04.08, 11.08, 18.08 & 25.08.21
Cornwall Council Bus Rates - Room 7	802850097	77.00	0.00	77.00	Bus Rates Room 7 September 2021
Cornwall Council - Rm 6 Bus Rates	802720466	125.00	0.00	125.00	Bus Rates September 2021
Cornwall council - Bus Rate Library	802715760	384.00	0.00	384.00	Library Bus Rates September 2021
Cornwall Council - Bus Rate Chambers	802311466	1509.00	0.00	1509.00	Business Rates September 2021
Sumup	CC 0001119849	22.80	3.80	19.00	SumUp card reader
Amazon	CC 204-3999584-9373901	9.85	1.65	8.21	Brown Paper Bags – reading challenge
Amazon	CC 205-1614753-1045116	66.30	11.05	55.25	Notice Board for Bénodet Park
Amazon	CC 205-3373849-7002761	5.24	0.87	4.37	Net wash bag for tea towels
Amazon	CC 205-4907807-5129158	42.94	0.00	42.94	Office equipment
Amazon	CC 205-5499013-8893101	16.39	2.73	13.66	Hose connections for watering hanging baskets

Amazon	CC AMAZON LAWNMOWER	9.99	1.66	8.33	5PCs Lawnmower Blade Kit
Xero	CC August 2021 subscription	28.80	4.80	24.00	Monthly accounting software subscription Aug 21
Clifford Motors	CC Fuel receipt	96.15	16.02	80.13	Unleaded fuel Ford van
Sam's Ironing Service	CC INV 45	5.20	0.00	5.20	Kitchen tea towels launder
Zoom Video Communications Inc.	CC INV101828083	14.39	2.40	11.99	Standard Pro Monthly Subscription Aug - Sep 2021
Amazon	CC INV-GB- 126332361- 2021-116452	75.98	12.66	63.32	50 Litre x 125 compostable bin liners
Amazon	CC INV-GB- 135000281- 2021-577850	5.98	1.00	4.98	Academic Diary 2021- 2022
Amazon	CC INV-GB- 826846375- 2021-4458	31.04	5.17	25.87	Phone case, MicroSD Card & Chalk pen
Sainsburys	CC Library Supplies	18.75	3.11	15.64	Café supplies
Bioperl	CC Order No BIO-1971-2021	56.883	9.47	47.36	Cleaning supplies
Beacon Electrical	CC receipt 1305	159.99	26.66	133.33	Under counter fridge for Bénodet tea hut
Devon Door and Locks	CC Receipt 6859	25.50	4.25	21.25	Bénodet keys cut
Post Office Torpoint	CC Stamps	40.80	6.80	34.00	1 st class book stamps x12
Adobe Systems Software Ireland Ltd	CC August 2021	12.64	0.00	12.64	Monthly subscription August 2021
Everflow Water	DD 1107772	144.79	9.35	135.44	Public Conveniences Water Rates - Water 18.09.21 - 18.10.21

Corona Energy - Chambers- Gas	DD 16249557	322.62	53.77	268.85	Gas Usage Council Chambers Jul - Aug 2021
ALD Automotive Limited t/a Ford Lease	DD August 2021	441.44	73.58	367.86	Monthly lease payment for vehicle August 2021
SSE Southern Electric - Public Con- Elec	DD Inv 11788490/0009	66.26	3.16	63.10	Electricity at Antony Road 02.02.21 - 01.05.21
SSE SWALEC - Library- Elec	DD Inv 51789712 0035	204.93	9.76	195.17	Electricity Library 02.07.21 - 01.08.21
SSE Southern Electric -Library Gas	DD Inv 91812424 0023	7.50	1.25	6.25	monthly charge July 2021
EE	DD V01901808649	102.04	17.01	85.03	4 x staff mobiles
<p>111-21 Correspondence</p> <p>a) Housing Resolutions – Bude Stratton Town Council – views and support welcomed: - Noted.</p> <p>b) Campaign to ban the sale of environmentally-damaging body boards – Cornwall Council – It is resolved to support this campaign: - Noted.</p> <p>c) Proposed planning reforms – Bodmin Town Council – views and support welcomed: - Noted.</p> <p>d) Review of Licensed Vehicles, Surveys and Assessment, views welcomed: - Noted.</p>					
<p>112-21 Reports</p> <p>a) Neighbourhood Development Plan (NDP). The Heritage assessment consultant has now been instructed and is visiting Torpoint next Tuesday, the NDP consultant has been invited to attend.</p> <p>b) Torpoint Town Partnership. The Mayor (Councillor Miss. R Evans BEM) thanked Councillor Mrs. C E Goodman, Councillor Mrs. K Brownhill and the Deputy Mayor (Councillor G J Davis) for giving their assistance at the recent Lions Autumn charity event. The next event being planned is the Christmas lights switch on in Fore Street.</p> <p>c) Town Team Project Board. Minutes of meeting held Tuesday 10th August 2021: - Minutes are approved, the Deputy Mayor (Councillor G J Davis) explained the Town Team Project Board had met last Tuesday and reviewed the final draft of the transport survey. The Cornwall Council Cabinet meeting is being arranged for October and is a key meeting in the progression of this project.</p> <p>d) Reports from delegates to outside bodies.</p> <p>i) Torpoint Archives & Heritage Centre (Report 19th July to 31st August 2021): - The Mayor (Councillor Miss. R Evans BEM) minuted thanks to the Torpoint Archives for a wonderful display for the Freedom of HMS RALEIGH parade. Councillor Mrs. J M Martin</p>					

<p>wished to remind the Torpoint Archives that they could apply to the Council for S137 funding. It was minuted that a volunteer of the Archives Mr K Trethewey will be on a programme on Channel 5 tomorrow evening.</p> <p>ii) Councillor Mrs. C E Goodman highlighted the next meeting of the Rame Transport Users group is scheduled for Tuesday 19th October, 2:30pm at Freathy Community Hall.</p>	
<p>113-21 Date of next meeting: - Thursday 21st October 2021. The Mayor (Councillor Miss. R Evans BEM) submitted her apologies in advance for this meeting.</p>	
<p>Meeting closed at 8.01pm.....Town Mayor</p>	

DRAFT