



## TORPOINT TOWN COUNCIL

NOTICE is hereby given that a meeting of Torpoint Town Council will be held on Thursday 20<sup>th</sup> January 2022 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 to the Clerk.)

### AGENDA

- 1. Apologies for absence.**
- 2. Declarations of Interest relating to matters on the Agenda.**
- 3. Planning Applications.**
  - a) PA21/11889 Two storey and single rear extension to provide kitchen, utility room and WC on ground floor. Bedroom and bathroom on first floor. 2 Victoria Street, Torpoint PL11 2HE.
  - b) PA21/12424 Two storey rear extension to property including the erection of single storey garage. 98 Marine Drive, Torpoint PL11 2EN.
  - c) PA21/12428 Construction of 2 No. new semi-detached dwellings within the boundary of No. 98 Marine Drive, Torpoint. Land Rear of 98 Marine Drive, Torpoint PL11 2EN.
  - d) PA21/12698 Listed Building Consent for repairs & refurbishments to Grade II listed building with amendment of Condition 5 of decision notice PA21/01445 dated 08/06/2021. Trevol House, Trevol Road, Torpoint PL11 2NL
- 4. Cornwall Council Reports** (as circulated).
- 5. Police Activity Report** (as circulated)
- 6. Minutes of the previous meeting.**

Minutes of the previous meeting held on Thursday 16<sup>th</sup> December 2021 (as circulated).
- 7. Matters arising from the minutes.**
  - a) Memorial bench Chapeldown Road – Mrs D Toms (minute 158-21 (a) refers).
- 8. Mayor’s communications.**
- 9. Question of which notice has been given or notice of motion.**
- 10. Torpoint Ferry statistics** (as circulated).
  - a) Tamar Crossings Future Financing Consultation – Invitation to Participate as Key Stakeholder (as circulated).
- 11. Financial Information.**

December 2021 Budget Variance (as circulated).
- 12. Policy Review List (January 2022)** (as circulated).
- 13. Accounts for payment.**

PAYEE	Invoice No.	GROSS (£)	(VAT) (£)	NETT (£)	REASON
Cornish Tea & Cornish Coffee Co Ltd	Invoice SL56151	33.89	0.00	33.89	Café provisions

					Council Chambers interal/external window cleaning
D J W Window Cleaning	Invoice 0043	55.00	0.00	55.00	
D J W Window Cleaning	Invoice 0042	18.00	0.00	18.00	Bus shelter window cleaning
Kathy's Fruit & Veg	Dec invoice 71	17.30	0.00	17.30	Cafe provisions
Cornwall Council	Invoice 8100215632	59,992.09	72.00	59,920.09	Employee Salary October – December '21 & Mayors Allowance
RD Johns Ltd	Invoice 708152	49.64	2.19	47.45	Cafe provisions
Cornwall Council - Garage	Invoice 34190700166	58.88	9.82	49.06	Garage Rental 10.01.22 - 06.02.22
Cornwall Council Bus Rates - Room 7	802850097	77.00	0.00	77.00	Bus Rates Room 7 January 2022
Cornwall Council - Rm 6 Bus Rates	802720466	125.00	0.00	125.00	Bus Rates January 2022
Cornwall council - Bus Rate Library	802715760	384.00	0.00	384.00	Library Bus Rates January 2022
Cornwall Council - Bus Rate Chambers	802311466	1,509.00	0.00	1,509.00	Business Rates January 2022
Duchy Defibrillators	Invoice JN571	342.00	57.00	285.00	Set up fee - Carbeile Inn
Duchy Defibrillators	Invoice JN570	342.00	57.00	285.00	Set up fee - Buller road
Don Benson	Invoice 22	60.00	0.00	60.00	Clock winding 01.12.21 , 08.12.21 , 15.12.21 , 2.12.21 , 29.12.21
Biffa	Invoice 522C90521	32.83	5.48	27.35	Chambers waste collection 01.12.21
Biffa	Invoice 522C90520	36.24	6.04	30.20	Chambers recycling collection 23.11.21
Biffa	Invoice 522C90519	25.15	4.20	20.95	Library waste collection 01.12.21
Biffa	Invoice 522C90518	18.12	3.02	15.10	Library recycling collection 30.11.21
Cornwall Council - Garage	34190700166	58.88	9.80	49.08	Garage Rental 13.12.21 - 09.01.22
Cornish Tea & Cornish Coffee Co Ltd	Invoice SL55900	270.75	0.00	270.75	Cafe provisions
Cornwall Council - Occupational Health	Invoice 8100205873	360.00	60.00	300.00	Occupational Health Services November 2021 Medigold consultation
Vickery Holman	INV012447	972.00	162.00	810.00	Professional fee invoice for completion of BRCA for Chambers
Vickery Holman	INV012443	2,340.00	390.00	1,950.00	Quinquennial Survey professional fee for completion of survey
ITEC	Invoice 659744	134.98	22.50	112.48	ITEC Monthly fee Gold Support
Armada Electrical	Invoice 6221	248.40	0.00	248.40	Office maintenance
Little Mops	Invoice 1547	86.38	14.40	71.98	Cleaning supplies
Liftman UK Ltd	INV006024	96.00	16.00	80.00	Service visit on lift
Richards Builders Merchants Ltd	Invoice 800507	24.67	4.11	20.56	Parks repairs and maintenance
Richards Builders Merchants Ltd	Invoice 800176	7.78	1.30	6.48	Parks repairs and maintenance
Defence Infrastructure Organisation	Invoice 1148658	50.00	0.00	50.00	Seat at Yonderberry point Rent for 01.01.22 - 31.12.22

**14. Correspondence.**

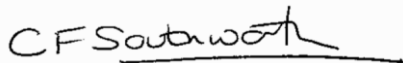
- a) Citizens Advice Cornwall Newsletter – Citizens Advice Cornwall (as circulated).
- b) Cornwall Council Hackney Carriage (Taxi) / Private Hire Vehicle, Operator and Driver Licensing Public Consultation - Cornwall Council (as circulated).
- c) 'Empowering Local Communities' online survey – Environment Services Cornwall Council (as circulated).
- d) DRAFT Grant Offer Letter and Funding Agreement relating to the improvements at Torpoint Library and the creation of a Community Hub – Cornwall Council (as circulated).

**15. Reports.**

- a) Climate Emergency Report from the meeting of the Working Party group (as circulated).
- b) Neighbourhood Development Plan (NDP)
  - i) Minutes of steering group meeting held Tuesday 21<sup>st</sup> December 2021 to include:
    - A recommendation to approve the draft Heritage Assessments undertaken (as circulated);
    - A recommendation with fee proposal to instruct LRM Planning to integrate the draft Transport Study and draft Heritage Assessments into the NDP (as circulated and previous email correspondence refers);
    - A recommendation to accept the draft proposed Local green space assessments to form part of the NDP (documentation as circulated);
  - ii) Update from the steering group meeting held Wednesday 19<sup>th</sup> January 2022 (to include the first draft of the Knowledge base as circulated).
- c) Torpoint Town Partnership.
- d) Town Team Project Board.
- e) Reports from delegates to outside bodies.

**16. Date of next meeting.**

Thursday 17<sup>th</sup> February 2022.

A handwritten signature in black ink that reads 'C F Southworth' with a horizontal line underneath.

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

Friday 14<sup>th</sup> January 2022