



TORPOINT TOWN COUNCIL

Councillor Mrs. J M Martin led prayers before the meeting.

Councillor Mrs. K Ewert (Rame Peninsula and St Germans Division) attended the meeting.

There was one member of the public in the gallery.

MINUTES of the meeting of Torpoint Town Council held on Thursday 20th January 2022 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, Mrs. K L Partridge, L J Sanderson, C R Sawyer, M G Spurling, C R Still, J Tivnan BEM, M Thomson-Neall and R M Willoughby, plus the Town Clerk & RFO (Clerk) and Town Council Support Officer in attendance.

	ACTION
<p>170-21 Apologies for absence: - Apologies for absence were submitted on behalf of Councillor L E Keise and Councillor B A Walsh.</p>	
<p>171-21 Declarations of Interest relating to items on the Agenda None.</p>	
<p>172-21 Planning Applications: -</p> <p>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. It is resolved there are no objections or observations.</p> <p>Councillors agreed to look at b and c in order to pose questions to the developer in the public gallery.</p> <p>b) PA21/12424 Two storey rear extension to property including the erection of single storey garage. 98 Marine Drive, Torpoint PL11 2EN. The following questions were posited to the 'developer':</p> <ol style="list-style-type: none"> 1. Who owns the plot of grass located immediately behind the property? 2. Is permission being sought to install a dropped kerb in Carbeile Road? 3. What impact will this have on parking at this site for other local residents'? <p>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. The following questions and statement were posited to the 'developer':</p> <ol style="list-style-type: none"> 1. Who owns the plot of grass located immediately behind the property? 2. Is permission being sought to install dropped kerbs in Carbeile Road? 3. What impact will this have on parking at this site for other local residents'? 4. What is the impact to the Post box, currently located on the wall at Carbeile Road? 	

<p>The Mayor (Councillor Miss. R A Evans BEM) proposed to suspend Standing Orders at 7:14pm, this was seconded by Councillor Mrs. J M Martin and it was resolved to suspend Standing Orders to allow a member of the public to speak. (Returned to the meeting at 7:17pm.)</p> <p>On receipt of the answers regarding Agenda item b, it was unanimously resolved that there are no additional observations or objections to the proposal.</p> <p>5. A further observation was that the development seems to be in a good location, the surrounding occupants of the houses in close proximity may object to their gardens being overlooked.</p> <p>The Mayor (Councillor Miss. R A Evans BEM) proposed to suspend Standing Orders at 7:19pm, this was seconded by Councillor J Tivnan BEM and it was resolved to suspend Standing Orders to allow a member of the public to speak. (Returned to the meeting at 7:20pm.)</p> <p>On receipt of the answers to these questions and statement (Standing Orders were suspended and the questions were answered by the 'developer'), it was unanimously resolved that there are no additional observations or objections to Agenda item c.</p> <p>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. It is resolved there are no objections or observations.</p>	
<p>173-21 Cornwall Council Report: - Councillor Mrs. K Ewert had previously circulated a written report for the Council's consideration. The Mayor (Councillor Miss. R A Evans) proposed to suspend Standing Orders, this was seconded by Councillor Mrs. K Brownhill and it was resolved to suspend Standing Orders to allow Councillor Ewert to speak. (Returned to the meeting at 7.23pm.)</p> <p>Councillor J Tivnan BEM had previously circulated a written report for the Council's consideration. Regarding the current Enforcement Action at Trevol Business Park, Councillor Tivnan advised Cornwall Council Enforcement is reviewing any evidence, highlighting this is beyond the Town Council's remit. The Mayor (Councillor Miss. R A Evans BEM) voiced that she has had numerous conversations on the matter and understands residents' concerns. The Clerk explained, having spoken to Cornwall Council, this Council needs to remain objective. Following a question posited, it was explained that residents have been advised to record all evidence of noise disturbance. The Mayor (Miss. R A Evans BEM) acknowledged the continued disturbance to the residents' of Lamorna Park and suggested writing a letter to the residents. Councillor Mrs. C E Goodman agreed a letter from the Town Council was a good idea and happy to make that proposal, which was seconded by Councillor J Tivnan BEM, it is resolved for the Town Mayor (Miss. R A Evans BEM) to circulate a letter to all residents' living at Lamorna Park, acknowledging the continued disturbance they have been experiencing.</p>	<p>Cllr Evans/ Clerk</p>
<p>174-21 Police Activity Report: - The Police activity report is noted.</p>	
<p>175-21 Minutes of the previous meeting: - The minutes of the previous meeting held on Thursday 16th December 2021 (as circulated) were taken as read, confirmed and signed by the Mayor (Councillor Miss. R A</p>	

<p>Evans BEM). The following amendment to minute number 153-21 a) (Licensee rental charges), Councillor Mrs. J M Martin had also declared a non-pecuniary interest in Coppola School of Performing Arts, due to being related to the Licensee. A grammatical error was amended to minute number 168-21.</p>													
<p>176-21 Matters arising from the minutes: - a) Memorial bench Chapeldown Road – Mrs D Toms: - Pursuant to minute 158-21 (a) the Clerk informed members it has taken another four weeks as a discussion was required with South West Water about the location of the bench. Cornwall Council granted permission however, they have requested a map of the benches along Chapeldown Road, and are discouraging any further memorial benches at this location.</p>													
<p>177-21 Mayor’s Communications The Mayor (Councillor Miss. R A Evans BEM) thanked everyone at St. James Church for the ‘Home Alone’ Christmas Day event. “The Church had planned lots of activities and everyone seemed to enjoy themselves. I am really grateful to the Church who held this event. We have also agreed with St. James Church to hold the Civic Service on Sunday 17th July”. The Mayor made members aware of the vandalism that has occurred in Thanckes Park and Torpoint Skate Park. “It is incredibly frustrating as we are now having to spend Council money on this when it could be spent on something else”. The Clerk informed members of the conversation had with PC Wilson who commented that unfortunately, it is not the first case of vandalism in the town and who is also frustrated by this matter.</p>													
<p>178-21 Questions of which notice has been given or notice of motion. None.</p>													
<p>179-21 Torpoint Ferry statistics The Torpoint Ferry availability statistics were noted. a) Tamar Crossings Future Financing Consultation – Invitation to Participates as Key Stakeholder. Noted. – Agreed to circulate on social media.</p>	Clerk												
<p>180-21 Financial Information It is resolved that the December 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. The Clerk advised corrections are being made to the Mayoral Allowance and Salaries Expenditure.</p>													
<p>181-21 Policy Review List (January 2022) Noted. The Mayor (Miss. R A Evans BEM) minuted thanks to Councillors Mrs. J M Martin and Mrs. K Brownhill for their work on updating the policies.</p>													
<p>182-21 Accounts for Payment</p> <table border="1" data-bbox="156 1800 1334 1984"> <thead> <tr> <th>Contact Name</th> <th>Invoice Number</th> <th>Total</th> <th>VAT</th> <th>NET</th> <th>Description</th> </tr> </thead> <tbody> <tr> <td>Cornish Tea & Cornish Coffee Co Ltd</td> <td>Invoice SL56151</td> <td>33.89</td> <td>0.00</td> <td>33.89</td> <td>Café provisions</td> </tr> </tbody> </table>	Contact Name	Invoice Number	Total	VAT	NET	Description	Cornish Tea & Cornish Coffee Co Ltd	Invoice SL56151	33.89	0.00	33.89	Café provisions	
Contact Name	Invoice Number	Total	VAT	NET	Description								
Cornish Tea & Cornish Coffee Co Ltd	Invoice SL56151	33.89	0.00	33.89	Café provisions								

D J W Window Cleaning	Invoice 0043	55.00	0.00	55.00	Council Chambers internal/external window cleaning
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	Café provisions
Cornwall Council	Invoice 8100215632	59,992.09	72.00	59,920.09	Employee Salary Oct – Dec 21 & Mayors Allowance
RD Johns Ltd	Invoice 708152	49.64	2.19	47.45	Café 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 – Bus Rates Room 6	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 annuarry 2022
Cornwall Council – Bus Rates 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 , 22.12.21 , 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 Return 13.12.21 – 09.01.22
Cornish Tea & Cornish Coffee Ltd	Invoice SL55900	270.75	0.00	270.75	Café provisions
Cornwall Council – Occupational Health	Invoice 8100205873	360.00	60.00	300.00	Occupation Health Services November 2021 Medigold consultation
Vickery Holman	INV012447	971.00	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 5221	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 1148568	50.00	0.00	50.00	Seat at Yonderberry Point Rent for 01.01.22 – 31.12.22
SSE Southern Electric - Public Con- Elec	DD Invoice 561785554 / 0027	38.62	1.84	38.62	Electricity at Cambridge field 12.10.21 - 05.01.22

SSE Southern Electric -Library Gas	DD Inv 91812424 / 0028	641.13	106.85	641.13	monthly charge 01.12.21 - 31.01.21
Stone Labels Ltd	CC Invoice 89737	10.81	1.80	10.81	Till rolls - Library
Corona Energy - Chambers- Gas	DD Invoice 16686505	1,670. 72	278.45	1,670.72	Gas Usage Council Chambers Dec 21 - Jan 22
ALD Automotive Limited t/a Ford Lease	DD January 2022	441.44	73.58	441.44	Monthly lease payment for vehicle January 2022
Argos	CC HDMI Cable	10.00	1.67	10.00	5m HDMI Cable
Adobe Systems Software Ireland Ltd	CC January 2022	12.64	0.00	12.64	Monthly subscription January 2022
XERO	CC January 2022subscriptio n	31.20	5.20	31.20	Monthly accounting software subscription January 2022
<p>183-21 Correspondence</p> <p>a) Citizens Advice Cornwall Newsletter – Citizens Advice Cornwall. Noted.</p> <p>b) Cornwall Council Hackney Carriage (Taxi) / Private Hire Vehicle, Operator and Driver Licensing Public Consultation – Cornwall Council. Noted.</p> <p>c) 'Empowering Local Communities' online survey – Environment Services Cornwall Council. Noted.</p> <p>d) DRAFT Grant Offer Letter and Funding Agreement relating to the improvements at Torpoint Library and the creation of a Community Hub – Cornwall Council. Members resolved to approve the DRAFT Grant Offer Letter and terms and conditions set out in the Agreement relating to the improvements at Torpoint Library and the creation of a Community Hub. Additionally, it is resolved to delegate authority to the Town Clerk to sign the Funding Agreement, for and on behalf of Torpoint Town Council.</p>					
<p>184-21 Reports</p> <p>a) Climate Emergency Report from the inaugural meeting of the Working Party group (as circulated): - Councillor Mrs. C E Goodman summarised the Climate Emergency Report which was accepted and the date of the next meeting is Wednesday 2nd February at 4.00pm.</p> <p>b) Neighbourhood Development Plan (NDP): -</p> <p>i) Minutes of steering group meeting from Tuesday 21st December 2021 to include: -</p>					

<ul style="list-style-type: none"> ➤ A recommendation to approve the draft Heritage Assessments undertaken - Members unanimously resolved to approve the draft Heritage Assessments. ➤ A recommendation with fee proposal to instruct LRM Planning to integrate the draft Transport Study and draft Heritage Assessments into the NDP - Members unanimously resolved to approve to instruct LRM Planning to integrate the Transport Study at the cost of £1,750 plus VAT and Heritage Assessments at the cost of £1,050 plus VAT. ➤ A recommendation to accept the draft proposed Local green space assessments to form part of the NDP – Members unanimously resolved to approve the proposed green space assessments. <p>ii) Update from the steering group meeting held Wednesday 19th January 2022 (to include the first draft of the Knowledge base as circulated).</p> <p>The Deputy Mayor (Councillor G J Davis) informed members, if another consultation is required, it is being planned to be carried out prior to Easter (this is subject to change). The Clerk had been working through the Evidence Knowledge Base.</p> <p>c) Torpoint Town Partnership (TTP): - Date of next meeting: Tuesday 25th January 2022.</p> <p>d) Town Team Project Board: - Date of next meeting: To be discussed. The Deputy Mayor (Councillor G J Davis) advised that unfortunately the consultant was taken very ill over the Festive Period, he is recovering well and approaching full capacity. Members wish him a speedy recovery.</p> <p>e) Reports from delegates to outside bodies: -</p> <ul style="list-style-type: none"> ➤ Councillor Mrs. C E Goodman informed members the next Rame Public Transport Users Group meeting has been postponed. 	
<p>185-21 Date of next meeting: - Thursday 17th February 2022.</p>	
<p>Meeting closed at 8.04pm..... Town Mayor</p>	