



## TORPOINT TOWN COUNCIL

NOTICE is hereby given that the Annual meeting of Torpoint Town Council will be held on Thursday 19<sup>th</sup> May 2022 at 7.00pm in the Council Hall, York Road, Torpoint to which you are summoned to attend.

Prior to opening the meeting the Mayor will review her term in office and make presentations.

### AGENDA

- 1. Election of Town Mayor for Civic Year 2022-23 and signature of Declaration of Office.**
- 2. Apologies for absence.**
- 3. Election of Deputy Town Mayor for Civic Year 2022-23.**
- 4. Appointment of Committees, Working Parties and Outside Bodies for the Civic Year 2022-23.**
- 5. Adjournment of the meeting.**

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- 6. Apologies for absence at the adjourned meeting.**

- 7. Declarations of Interest relating to matters on the Agenda.**

- 8. To provide an update on the process to fill the Councillor vacancy in the East Ward.**

- 9. Planning Applications.**

a) PA22/0258 – New garage room, with internal alterations to dwelling – 3 Moor View, Torpoint PL11 2LH.

- 10. Cornwall Council Reports** (one as circulated, one to follow).

- 11. Police Activity Report** (as circulated).

- 12. Minutes of the previous meeting.**

Minutes of the previous meeting held on Thursday 21<sup>st</sup> April 2022 (as circulated).

- 13. Matters arising from the minutes.**

a) Bus timetable changes from Sunday 10<sup>th</sup> April (minute 7-22 (a) refers).

b) Trevol Business Park PL11 2TB (minute 7-22 (b) refers).

- 14. To approve the Annual Return and Accounts for 2021-2022.**

a) Annual Governance Statement (to follow).

b) Accounts Information/Financial Statements and Internal Audit Report (to follow).

- 15. Mayor's communications.**

**16. Minutes of the Asset Management and Operations Committee.**

Minutes of the meeting held on Thursday 28<sup>th</sup> April 2022 and to consider the recommendations in the minutes: - 6-22AMOC (c) (Weed Spraying Contract), 6-22AMOC (c) (Wave Financial Regulations), 8-22AMOC (Equality, Diversity and Inclusion Policy, best practice document, undertake access audit), as circulated.

**17. Minutes of the Finance and Personnel Committee.**

Minutes of the meeting held on Tuesday 3<sup>rd</sup> May 2022, and to consider the recommendations in the minutes: - 7-22F&P (d) (Reserves Election Costs), as circulated.

a) Standing Orders (as revised and to follow).

**18. Minutes of the Development and Localism Committee.**

Minutes of the meeting held on Wednesday 4<sup>th</sup> May 2022 and to consider the recommendations in the minutes (to follow).

a) Community Infrastructure Levy (CIL) Funding – Expression of Interest.

**19. Question of which notice has been given or notice of motion.**

**20. Torpoint Ferry statistics** (as circulated).

**21. To consider and approve the Committee Terms of Reference for the 2022-23 Civic Year**

a) Development and Localism Committee.

b) Finance and Operations Committee.

c) Personnel Committee (all to follow).

**22. Financial Information.**

April 2022 Budget Variance (as circulated).

**23. Accounts for payment.**

PAYEE	REASON	Invoice /Reference No.	GROSS (£)	(VAT) (£)	NETT (£)
South West Hygiene	Invoice 268866	845.06	140.84	704.22	Sanitary Disposal Unit 13 Serv 25.06.22 - 24.06.23
Richards Builders Merchants Ltd	Invoice 815649	129.53	21.59	107.94	Parks maintenance
Richards Builders Merchants Ltd	Invoice 812904	261.00	43.50	217.50	Parks maintenance
Richards Builders Merchants Ltd	Invoice 812677	5.82	0.97	4.85	Parks maintenance
Richards Builders Merchants Ltd	Invoice 812668	137.77	22.96	114.81	Parks maintenance
Richards Builders Merchants Ltd	Invoice 812509	62.50	10.42	52.08	Parks maintenance
Richards Builders Merchants Ltd	Invoice 812502	2.05	0.34	1.71	Parks maintenance
Richards Builders Merchants Ltd	Invoice 812351	14.69	2.45	12.24	Parks maintenance
Frank Shepherd	Invoice 2077	720.00	0.00	720.00	Library blinds
Ironmongery Direct	Invoice	209.40	34.90	174.50	Disabled toilet support rail

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Don Benson	Invoice 26	48.00	0.00	48.00	Clock winding April
Cornwall Council	Account 802311466	1,509.00	0.00	1,509.00	Chambers Business Rates Jun 22
Cornwall Council	Account 802720466	125.00	0.00	125.00	Room 6 Business Rates Jun 22
Cornwall Council	Account 802715760	346.00	0.00	346.00	Library Business Rates Jun 22

**24. Correspondence.**

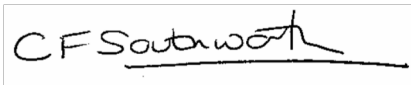
- a) Grass Cutting and Verge Maintenance – Cornwall Council (as circulated).

**25. Reports.**

- a) Climate Emergency Report.
- b) Neighbourhood Development Plan.
- c) Torpoint Town Partnership.
- d) Town Team Project Board.
- e) Reports from delegates to outside bodies.
  - i) Torpoint Archives and Heritage Centre – 29<sup>th</sup> April 2022.

**26. Date of next meeting.**

Thursday 16<sup>th</sup> June 2022.



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

Friday 13<sup>th</sup> May 2022