



TORPOINT TOWN COUNCIL

NOTICE is hereby given that a meeting of Torpoint Town Council will be held on **Tuesday 27th September 2022** at 7.00pm in the Committee Room, 4 York Road, Torpoint to which you are summoned to attend.

Prayers will be held, followed by a minute's silence, the Mayor will then pronounce God Save the King.
(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.

None.

4. Cornwall Council Reports (one as circulated, one to follow).

5. Police Activity Report (as circulated).

6. Minutes of the previous meeting.

Minutes of the previous meeting held on Thursday 18th August 2022 (as circulated).

7. Matters arising from the minutes.

a) Political Youth programme (previous correspondence from J Nelson) (Cllr Tivnan to update).

8. Mayor's communications.

9. Minutes of the Finance and Operations Committee.

Minutes of the meeting held on Tuesday 30th August 2022 and to consider the recommendations in the minutes: - 48-22F&O (b) (Volunteering Policy), 48-22F&O (e) (Business Continuity Plan), 49-22F&O (g) (Option to Opt Out of the SAAA central external auditor appointment arrangements) and 53-22F&O (d) (Civility and Respect Pledge to Support), as circulated.

a) Notice of Conclusion of Audit, AGAR Section 3 External Auditor Report and preparation of "Notice of conclusion of audit" – PKF Littlejohn LLP (as circulated).

10. Minutes of the Development and Localism Committee.

Minutes of the meeting held on Thursday 1st September 2022 and to consider the recommendation in the minutes: - 56-22D&L (a) (Cleansing Services for four play parks), as circulated.

a) Warmth Hubs – Opportunity to submit a Funding application to Volunteer Cornwall (as circulated).

11. Minutes of the Personnel Committee.

Minutes of the meeting held on Thursday 8th September 2022 and to consider the recommendations in the minutes: - 14-22Pers (a) (Managing Sickness Absence Policy) and 14-22Pers (b) (Recruitment and Selection Policy), as circulated.

12. Town Council Meetings Schedule 2023.

Meetings Schedule 2023 (as circulated).

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

14. Torpoint Ferry statistics (to follow).

15. Financial Information.

August 2022 Budget Variance (as circulated).

16. Accounts for payment.

PAYEE	Invoice /Reference No.	GROSS (£)	(VAT) (£)	NETT (£)	REASON
Richards Builders Merchants Ltd	Invoice 824336	21.46	3.58	17.88	Chambers maintenance
Cornwall Council - Garage	Invoice 34190700166	61.32	10.20	51.12	Garage 7 19.09.22 - 16.10.22
D J W Window Cleaning	INV0051	55.00	0.00	55.00	Council Chambers maintenance
D J W Window Cleaning	INV0050	18.00	0.00	18.00	Bus Shelters maintenance
Rame Refuse	Invoice 5499	200.00	33.33	166.67	Removal and disposal of bench and mixed waste
PKF Littlejohn LLP	Invoice SB20221656	1,200.00	200.00	1,000.00	Review of Annual Governance & Accountability Return for year ended 31 March 2022
Cornwall Council - Garage	Invoice 34190700166	61.32	10.20	51.12	Garage 7 22/08/22 - 18/09/22
DisAbility	Invoice 17/33853	396.00	66.00	330.00	Access Audits
Kathy's Fruit & Veg	Invoice 63	37.78	0.00	37.78	Cafe supplies
Richards Builders Merchants Ltd	Invoice 830125	7.21	1.20	6.01	Pub cons Benodet
Richards Builders Merchants Ltd	Invoice 829467	2.86	0.48	2.38	Pub con Antony
Richards Builders Merchants Ltd	Invoice 828532	15.26	2.54	12.72	Rendle Park
Richards Builders Merchants Ltd	Invoice 828518	9.38	1.56	7.82	Rendle Park
Richards Builders Merchants Ltd	Invoice 828101	50.28	8.38	41.90	Park Maintenance
Richards Builders Merchants Ltd	Invoice 827967	11.99	2.00	9.99	Skate Park Maintenance
Richards Builders Merchants Ltd	Invoice 827394	13.23	2.21	11.02	Park Maintenance
Richards Builders Merchants Ltd	Invoice 827392	11.91	1.99	9.92	Library Ivy Installation
Richards Builders Merchants Ltd	Invoice 827026	83.88	13.98	69.90	Library Ivy Installation
Richards Builders Merchants Ltd	Invoice 822683	10.44	1.74	8.70	Library Ivy Installation
Gibson's Cornish Ice Cream	INV-1029	52.80	8.80	44.00	Cafe supplies
Complete Business	SINV03338101	95.74	15.97	79.77	Stationery

Solutions Group Ltd					
Duchy Defibrillators*	Invoice JN921	108.00	18.00	90.00	Defib training 03 September 2022
Cornwall Council - Bus Rate Tennis Courts	Sep-22	55.00	0.00	55.00	Bus Rates September 2022
Mark's Ark	Invoice Library visit	225.00	0.00	225.00	Presenting Mark's Ark at the Torpoint Library and Community Hub
Amicus Compliance Solutions Ltd	Invoice 100424	42.00	7.00	35.00	Fire Marshal E-Learning Courses
ITEC	Invoice 763775	29.17	4.86	24.31	Meter readings Black
ASG Security	Invoice 38776	70.78	11.80	58.98	Maintenance visit Fire Alarm System
Don Benson	Invoice 30	60.00	0.00	60.00	Clock Winding August 22
RD Johns Ltd	Invoice 993515	14.38	2.40	11.98	Cafe supplies
FOY-AIR Enterprises Ltd T/A LittleMops	Invoice 1839	179.94	30.00	149.94	Cleaning supplies
SMP Pipe Systems Limited	Invoice 3791	361.39	60.23	301.16	Attend Benodet Park remove broken toilet and replace
RD Johns Ltd	Invoice 989811	51.84	6.87	44.97	Cafe supplies
James Hallam Ltd	Invoice 517542954	12.26	0.00	12.26	Aviva insurance Limited Pergola
Cornwall Council - Sea Gull Proof Sacks	Invoice 8100289142	111.00	0.00	111.00	Seagull Proof sacks
Biffa	522C585511	22.32	3.72	18.60	Waste Collection Recycling Council Chambers 26/07//22
Complete Business Solutions Group Ltd	SINV03204382	48.86	8.14	40.72	Stationery
Cornwall Council - Rm 6 Bus Rates	802720466	125.00	0.00	125.00	Bus Rates October 2022
Cornwall council - Bus Rate Library	802715760	410.00	0.00	410.00	Library Bus Rates October 2022
Cornwall Council - Bus Rate Chambers	802311466	1,509.00	0.00	1,509.00	Business Rates October 2022
*Donation expected towards the training expenditure					

17. Correspondence.

- a) Public Liability Claim – 23rd June 2022 (information not circulated, Clerk to advise).
- b) Seeking Chairperson of Cornwall AONB Trust - Cornwall Area of Outstanding Natural Beauty (as circulated).
- c) Invitation to Conference: In and Beyond NDPs: Formation and Review for Community, Climate and Nature (Saturday 22nd October 2022) – Cornwall Zero (as circulated).
- d) Consultation – Statement of Principles under Gambling Act 2005, Draft revised Gambling Act Statement of Principles – Cornwall Council Public Protection (link as circulated).
- e) Renewal of existing dog bans on beaches – Cornwall Council Public Protection (as circulated).
- f) Seek views on a proposed upgrade at the existing telecommunications Base Station Installation at Cornerstone at Trevol Business Park, Trevol Business Park, PL11 2QJ – Cornerstone (as circulated).



g) Community Right to Bid Application, St. John Ambulance Hall, Ferry Road, Torpoint PL11 2AY – Cornwall Council (site map as circulated).

18. Reports.

- a) Publication of Climate Emergency Action Plan (update).
- b) Neighbourhood Development Plan, minutes of meeting held Wednesday 20th July 2022, plus revised Terms of Reference (as circulated).
- c) Torpoint Town Partnership.
- d) Town Team Project Board, minutes of meeting held Tuesday 19th July 2022 (as circulated).
- e) Reports from delegates to outside bodies.
 - i) Torpoint Archives and Heritage Centre, August 2022 (report as circulated)

19. Date of next meeting.

Thursday 20th October 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

Wednesday 21st September 2022