



TORPOINT TOWN COUNCIL

Father Michael Brown led prayers before the meeting.

There were no members of the public in the gallery.

At 6.30pm a presentation from representatives from Action for Children – Kernow Connect was given, this was followed by a questions and answers session. The Town Mayor thanked Carla and Sam for attending and giving an interesting update on Torpoint Youth Club.

MINUTES of the meeting of Torpoint Town Council held on Thursday 18th August 2022 at 7.00pm in the Council Committee Room, 4 York Road, Torpoint.

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

	ACTION
<p>85-22 Apologies for absence: - Apologies for absence were submitted on behalf of Councillors Mrs. J M Martin, L E Keise, M G Spurling also (Cornwall) Councillor Mrs. K Ewert, plus the Town Council Support Officer.</p>	
<p>86-22 Declarations of Interest relating to items on the Agenda a) An NRI (Non-Registerable Interest) was declared by:- Councillor Mrs. K Brownhill – (Agenda Item 12 Accounts for Payment – CALC Training).</p>	
<p>87-22 Planning Applications: - a) PA22/05709 – Single storey side extension – 55 Chapeldown Road, Torpoint PL11 2HU. It is resolved there are no observations or objections. b) PA22/06393 – Installation of a new GRP electrical enclosure, for provisions of the new incoming WPD electrical service – Torpoint Nursery and Infant School, Albion Road, Torpoint. It is resolved there are no observations or objections.</p>	
<p>88-22 Cornwall Council Reports: - The Mayor (Councillor Miss. R A Evans BEM) thanked Councillor Mrs. K Ewert and Councillor J Tivnan BEM for their written reports for the Council’s consideration.</p>	
<p>89-22 Police Activity Report: - Noted. The Mayor (Councillor Miss. R A Evans BEM) explained PC Jodie Llewellyn (Neighbourhood Officer) had been planning to attend the meeting this evening, however, had been called to work elsewhere.</p>	
<p>90-22 Minutes of the previous meeting: - The minutes of the previous meeting held on Thursday 21st July 2022, as circulated, were taken as read, confirmed and signed by the Mayor (Councillor Miss. R A Evans BEM). (The Clerk explained the credit card and direct debit payments are not included and it is agreed to include these in the minutes of the August council meeting).</p>	

91-22 Matters arising from the minutes: -

a) Update on Projects to support Sports Facilities in the town: -

The Deputy Mayor (Councillor G J Davis) summarised the current position with the projects to support sports facilities in the town.

"The Mayor and I have met on a couple of occasions, in July, with Torpoint Community College (TCC) and the Torpoint and Rame Active Community Network (TaRACN) to consider the All-Weather pitch project. At the meetings, we explained that the Council has agreed to enter into discussions, with a view to developing a funding agreement proposal in October, to support the CIL (Community Infrastructure Levy) funding bid and their bid to the Football Foundation next year.

We have said that the Council are open to consider whatever role the TTC and TaRACN would like us to play to bring the project to fruition.

We have said that for the council to support the project it will need to demonstrate/identify all of the following: -

- 1) Community need,
- 2) Community support,
- 3) A business case,
- 4) The risk to the council.

The Mayor and I have indicated that we are happy to work openly and closely with the team to help develop the proposals and the Council's role.

The discussions between the Council and the rugby club are continuing in parallel with the All-Weather pitch project. The rugby club are likely to be required as part of a phased project to make an 11x11 All-Weather pitch project a viable proposal. There is a meeting with the rugby club scheduled for 24th August to explore the opportunities further. The Mayor and I remain on standby to work with the All Weather pitch project team when requested."

92-22 Mayor's Communications

The Mayor (Councillor Miss. R A Evans BEM) summarised recent activities, plus future events: -

- Attended a farewell event for Captain Suzi Nielsen, the Commanding Officer of HMS RALEIGH; the Mayor explained there will be an informal event arranged to welcome the new Commanding Officer, Captain Jane Roe, all members will be invited to attend.
- Attended a retirement event, at the St. John Inn, to congratulate and thank Kev Steer for 32¾ years' service to Her Majesty's Coastguard, it was a fitting farewell for his dedication to the town and Rame Peninsula.
- Team Rubicon hosted the skate jam event, which was relatively well supported, however as it was such a hot day, the event finished earlier than scheduled.
- Attended an amazingly 'fabulous' Drag Queen Story Hour at Torpoint Library and Community Hub. It was very well attended by children and adults, who thoroughly enjoyed the story hour. There were more supporters than protesters outside the building, although none of the protesters were local residents. The Mayor minuted thanks to all the local Police, including PC Jodie Llewellyn and PCSO Sid Lawrence, for supporting this event, in order that it could run so smoothly.
- Free Defibrillator training is being organised and delivered by Duchy Defibrillators, at

the Council Chambers on Saturday 3rd September, there will be two sessions, 10.30am and 12.30pm, all welcome to attend.

- Christmas trees shopping – the Mayor, Deputy Mayor, Deputy Mayoress and Deputy Mayor's Deputy (George) visited Tartendown Nurseries to secure the purchase of the Christmas trees for the town.
- Date for diaries - The council members/staff Christmas meal has been booked for Friday 16th December at the Whitsand Bay Fort, more details to follow.
- Date for diaries - Saturday 22nd October, the Mayor is planning to hold a 'Magical Mayor's Ball', at the Council Chambers, raising money for Cancer Research charities.

93-22 Questions of which notice has been given or notice of motion.
None.

94-22 Torpoint Ferry statistics

The Torpoint Ferry availability statistics were noted and the Mayor (Councillor Miss R A Evans BEM) minuted thanks to the Torpoint Ferry officer for providing the statistics.

95-22 Financial Information

It is **resolved** that the July 2022 Budget Variance Income and Expenditure (as circulated) is received and adopted.

96-22 Accounts for Payment

Contact Name	Invoice Number	Total	VAT	NET	Description
*Complete Business Solutions Group Ltd	SINV03204382	48.86	8.14	40.72	Premium Copy Paper A4
Andy Campfield	Invoice Civic	30.00	0.00	30.00	Photographer for Civic
Cornwall ALC Limited	Invoice 2223-315	24.00	4.00	20.00	Chairmanship Training K Brownhill
Cornwall Council - Bus Rate Tennis Courts	802923069	55.00	0.00	55.00	Bus Rates August 2022
Cornwall Council - Bus Rate Council Chambers	802311466	1,509.00	0.00	1509.00	Bus Rates August 2022
Cornwall Council - Bus Rate Library	802715760	410.00	0.00	410.00	Bus Rates August 2022
Cornwall Council - Bus Rate Rm 6	802720466	125.00	0.00	125.00	Bus Rates August 2022
**Cornish Tea & Cornish Coffee Co Ltd	SL62187	456.00	0.00	456.00	Price per cup drinks dispensed
Kathy's Fruit & Veg	June 2022 No 65	18.28	0.00	18.28	Cafe supplies
Gibson's Ice Cream	INV-0971	145.20	24.20	121.00	Sales of ice creams
Gibson's Ice Cream	INV-0923	66.00	11.00	55.00	Sales of ice creams

RD Johns Ltd	946848	71.73	11.23	60.50	Cafe supplies
Seton	9303495744	246.54	41.09	205.45	Hazardous Substance Box
Richards Builders Merchants Ltd	826686	50.68	8.44	42.24	Timber
Richards Builders Merchants Ltd	826683	6.85	1.14	5.71	Timber
Richards Builders Merchants Ltd	826452	143.93	23.98	119.95	Timber Ivy
Richards Builders Merchants Ltd	826132	3.29	0.55	2.74	Washers
Richards Builders Merchants Ltd	825981	1.63	0.27	1.36	Shelf brackets
Richards Builders Merchants Ltd	825830	5.98	1.00	4.98	Steel Padlock and keys
Richards Builders Merchants Ltd	825616	84.78	14.13	70.65	Fixings
Richards Builders Merchants Ltd	823847	26.79	4.47	22.32	Treated wood
Richards Builders Merchants Ltd	823343	16.43	2.74	13.69	Cable ties
Cornwall Council - Sea Gull Proof Sacks	8100280078	111.00	0.00	111.00	Seagull Proof sacks
Cornwall Council - Sea Gull Proof Sacks	8100275958	96.00	0.00	96.00	Seagull Proof Sacks PO0264
Cornwall Council	8100275376	200.00	0.00	200.00	Fixed Penalty Notice Training
ITEC	750790	61.81	10.30	51.51	Meter readings Black
Kathy's Fruit & Veg	64	26.25	0.00	26.25	Cafe supplies
Biffa	522C49912	82.73	13.79	68.94	Library Standard General waste
Biffa	522C49911	73.92	12.32	61.60	Library
Biffa	522C49913	73.92	12.32	61.60	Council Chambers Waste
Biffa	522C49914	92.23	15.37	76.86	Council Chambers Waste
J R PAT Testing	5153	175.50	29.25	146.25	PAT Testing

Francis Thomas Mobile Servicing Limited	5016	44.10	7.35	36.75	Strimmer Head
Cornwall Council - Garage	34190700166	61.34	10.22	51.12	Garage 7 250722 - 210822
Don Benson	29	48.00	0.00	48.00	Clock Winding July 22
Sea Cadets	26	100.00	0.00	100.00	Band attendance for Civic Parade
FOY-AIR Enterprises Ltd T/A LittleMops	1809	55.18	9.20	45.98	Public conveniences supplies
FOY-AIR Enterprises Ltd T/A LittleMops	1787	105.60	17.60	88.00	Public conveniences supplies
FOY-AIR Enterprises Ltd T/A LittleMops	1787	105.60	17.60	88.00	Council Chambers consumables
Wicksteed Leisure Ltd	816805	555.70	92.62	463.08	Straight Link Chain-Flat
Macwhirter Western Ltd	#005053	348.00	58.00	290.00	Air Conditioning Maintenance Contract
RD Johns Ltd	959665	116.74	13.56	103.18	Cafe supplies
***Hedera Screens Ltd	INV-1997	1,519.00	253.33	1265.67	Hedera green screens Library (8)
RB Windows	1368	190.00	31.67	158.33	Service call for hinges C Chambers
Devon Doors & Locks Co	INV-9573	744.00	124.00	620.00	Chambers locks/keys replacements
Sail & Shade Systems Ltd	SS22-300	4134.00	689.00	3445.00	Final Balance Design, supply and install Pergola Library
ALD Automotive Limited t/a Ford Lease	DD June 2022	441.44	72.57	367.87	Monthly lease payment for vehicle June 2022
SSE Electricity	DD 561785554 / 0028	55.06	2.62	52.44	Cambridge Field electric 01.22 – 05.22
EE	DD V02008812310	111.30	18.55	92.75	4 x staff mobiles June '22
SWALEC	DD 91812424 / 0033	58.13	9.69	48.44	Library Gas usage 01.05.22 – 31.05.22
ALD Automotive Limited t/a Ford Lease	DD July 2022	441.44	72.57	367.87	Monthly lease payment for vehicle July 2022
SWALEC	DD July 2022 51789712 /0045	245.24	40.87	204.37	Library electric 02.05.22 – 01.06.22
Everflow Water	DD Invoice 1606713	130.20	8.42	121.78	Water rates all facilities 18.07.22 – 17.08.22
EE	DD V02008812310	111.30	18.55	92.75	4 x staff mobiles July '22

Corona Energy	DD Invoice	678.71	113.12	565.59	Council Chambers Gas usage 010622 - 010722
Southern Electric	DD Invoice 3861778310	844.36	140.72	703.64	Council Chambers Electric usage 02.04.22 – 01.07.22
SWALEC	DD 51789712 / 0046	239.89	39.98	199.91	Library gas 02.06.22 – 01.07.22
Southern Electric	DD 51785521/0013	149.14	7.10	142.04	Public Conveniences Electric 03.04.22 – 01.07.22
Xerox Finance	DD	164.22	27.37	136.85	Photocopier August '22
SE Gas	DD 4526099418	7.50	1.25	6.25	Library Gas June '22
Corona Energy	DD 17068351	421.15	70.19	350.96	Council Chambers Gas usage 01.07.22 – 01.08.22
Southern Electric	DD 11788490 / 0013	64.98	3.09	61389	Public Conveniences Electric 02.05.22 – 01.08.22
Everflow Water	DD Invoice 1723923	364.48	24.89	339.59	Water rates all facilities 18.09.22 – 17.10.22
SWALEC	DD 51789712 / 0047	245.47	40.91	204.56	Library electric 02.07.22 – 01.08.22
Everflow Water	DD Invoice 1663406	138.78	8.41	130.37	Public Conveniences Water Rates - Water 18.08.22 - 17.09.22
ALD Automotive Limited t/a Ford Lease	DD August 2022	441.44	73.57	367.87	Monthly lease payment for vehicle August 2022
EE	DD V02008812310	111.30	18.55	92.75	4 x staff mobiles Aug '22
Adobe Systems Software Ireland Ltd	CC May 2022	12.64	0.00	12.64	Monthly subscription May 2022
Amazon	CC May 2022	7.98	1.33	6.65	Stationery
Amazon	CC May 2022	126.09	21.02	105.08	Platinum Supplies various
Amazon	CC May 2022	21.57	3.60	17.97	Parks signs
Amazon	CC May 2022	26.98	4.49	22.48	Thermometer/Stickers
Clifford Motors	CC May 2022	89.83	14.97	74.86	Fuel
Sam's Ironing	CC May 2022	22.40	0.00	22.40	Cleaning
Post Office	CC May 2022	1.45	0.24	1.24	Postage
Amazon	CC May 2022	19.30	3.22	16.08	Stationery
Amazon	CC May 2022	36.88	6.16	30.72	Platinum supplies
Screwfix	CC May 2022	111.43	11.89	99.51	Parks Maintenance
Coop	CC May 2022	100.50	0.00	100.50	Café supplies &

					newspapers
Lloyds	CC May 2022	32.00	0.00	32.00	Annual CC Fee
Sainsbury's	CC May 2022	6.00	0.00	6.00	Café supplies & newspapers
Westcountry Bakery	CC May 2022	11.40	0.00	11.40	Café supplies
Coop	CC June 2022	134.03	0.00	134.03	Café supplies & newspapers
Amazon	CC June 2022	94.74	15.78	78.96	Platinum Frames
Sainsbury's	CC June 2022	63.93	0.00	63.93	Café supplies & newspapers
Lidl	CC June 2022	19.03	0.00	19.03	Café supplies
Tesco	CC June 2022	39.22	0.00	39.22	Café supplies
Aldi	CC June 2022	35.42	0.00	35.42	Café supplies
Torpoint Hardware	CC June 2022	6.75	1.12	5.63	Parks Maintenance
Clifford Motors	CC June 2022	126.62	21.10	105.52	Fuel Ford Van
Amazon	CC June 2022	44.04	7.34	36.70	Parks Maintenance
Amazon	CC June 2022	40.95	6.84	34.11	Library Maintenance
Johnstone's Decorating	CC June 2022	89.95	14.99	74.96	Benches Maintenance
Post Office	CC June 2022	47.50	7.92	39.58	Postage Stamps
Amazon	CC June 2022	12.68	2.12	10.56	Stationery
Amazon	CC June 2022	29.75	5.00	24.75	Parks Maintenance
Amazon	CC June 2022	26.75	4.46	22.29	HSE/COSHH Posters
Amazon	CC June 2022	19.09	3.18	15.91	Library Improvements
Amazon	CC June 2022	64.55	10.78	53.77	Parks Maintenance
Smyths Toys	CC June 2022	39.99	6.66	33.33	Library Improvements
Green Feathers	CC June 2022	149.00	24.83	124.17	Library Improvements
Home & Rooster	CC June 2022	41.98	6.33	35.65	Library Improvements
Amazon	CC June 2022	31.98	5.33	26.65	Library Improvements
Curry's	CC June 2022	149.99	25.00	124.99	Library under counter freezer
GLS Educational	CC June 2022	353.99	59.00	294.99	Library Improvements
Amazon	CC June 2022	24.39	1.90	22.49	Library supplies
Adobe Systems Software Ireland Ltd	CC June 2022	12.64	0.00	12.64	Monthly subscription June 2022
XERO	CC June 2022	31.20	5.20	26.00	Monthly accounting software subscription June 2022
The Range	CC June 2022	45.83	7.64	38.19	Platinum expenditure
XERO	CC June 2022 subscription	31.20	5.20	26.00	Monthly accounting software subscription June 2022
Adobe Systems Software Ireland Ltd	CC July 2022	12.64	0.00	12.64	Monthly subscription July 2022

XERO	CC July 2022 subscription	31.20	5.20	26.00	Monthly accounting software subscription July 2022
Co-Op	CC July 2022	139.93	0.00	139.93	Café supplies and newspapers
Aldi	CC July 2022	56.16	0.00	56.16	Café supplies
Sainsbury's	CC July 2022	16.70	0.00	16.70	Café supplies and newspapers
Flashbay Limited	CC July 2022	531.92	88.65	443.27	Library Volunteer cups
Torpoint Hardware	CC July 2022	9.50	1.58	7.95	Library consumables
B & M	CC July 2022	21.48	3.58	17.90	Café supplies
Home Bargains	CC July 2022	6.95	0.33	6.62	Café supplies
Lidl	CC July 2022	17.02	1.12	15.90	Café supplies
Amazon	CC July 2022	26.99	4.50	22.49	Parks Maintenance
Amazon	CC July 2022	17.98	3.00	14.98	Parks Maintenance
Tesco	CC July 2022	412.53	68.75	343.78	Civic Refreshments
Amazon	CC July 2022	24.00	4.00	20.00	Parks Maintenance
Amazon	CC July 2022	17.98	3.00	14.98	Library Consumables
Sam's Ironing	CC July 2022	66.97	0.00	66.97	Cleaning Tablecloths/tea towels
Cobblers & Keys	CC July 2022	37.97	6.33	31.64	Civic engraving
Sainsbury's	CC July 2022	36.64	6.11	30.53	Civic Refreshments
B & M	CC July 2022	22.49	3.75	18.74	Parks Maintenance
IMO Car Wash	CC July 2022	12.00	2.00	10.00	Van maintenance
Tamar Bridge	CC July 2022	2.00	0.33	1.67	Tamar Bridge crossing
Wilko Retail	CC July 2022	5.00	0.83	4.17	Civic Supplies
Amazon	CC July 2022	99.75	16.63	83.12	Staff Clothing
Amazon	CC July 2022	41.94	6.99	34.95	Parks Maintenance
Amazon Prime Membership	CC July 2022	79.00	13.17	65.83	Prime Annual Subscription
Clifford Motors	CC July 2022	114.43	19.07	95.36	Fuel Ford Van
Amazon	CC July 2022	230.75	38.46	192.29	Van Maintenance
Amazon	CC July 2022	5.39	0.90	4.49	Maintenance Council Chambers
Amazon	CC July 2022	39.98	6.66	33.32	Maintenance Council Chambers
XERO	CC August 2022 subscription	31.20	5.20	26.00	Monthly accounting software subscription August 2022
Amazon	CC August 2022	20.69	3.45	17.24	Cleaning supplies
Amazon	CC August 2022	16.64	2.77	13.87	Café supplies
Srewfix	CC August 2022	124.65	20.77	103.88	Library Improvements
Adobe	CC August 2022	12.64	0.00	12.64	Monthly subscription August 2022
Curry's	CC August 2022	199.00	33.17	165.83	Library Fridge
Amazon	CC August 2022	25.98	4.33	21.65	Library Maintenance
Amazon	CC August 2022	19.99	3.33	6.66	Maintenance Council

					Chambers
Torpoint Hardware	CC August 2022	11.95	1.99	9.96	Library Maintenance
D R Solutions	CC August 2022	162.00	27.00	135.00	Library Maintenance & Pest Control
Clifford Motors	CC August 2022	51.02	8.50	42.52	Fuel Ford Van
Amazon	CC August 2022	28.04	4.67	23.37	Library Supplies
Sam's Ironing	CC August 2022	7.02	0.00	7.02	Cleaning
Amazon	CC August 2022	13.96	2.33	11.63	Library Maintenance
Amazon	CC August 2022	21.57	3.60	17.97	Parks signs
Amazon	CC August 2022	52.48	8.75	43.73	Parks Maintenance
Amazon	CC August 2022	2.63	0.44	2.19	Stationery
Coop	CC August 2022	135.10	0.00	137.30	Café supplies and Newspapers
Torpoint Hardware	CC August 2022	8.20	1.37	6.83	Library Maintenance
Aldi	CC August 2022	19.46	3.24	16.22	Café supplies
Morrisons	CC August 2022	23.00	3.83	19.17	Library supplies
* Credit Note Complete Business Solutions payable		34.32	5.72	28.60	
**Credit Note Cornish Tea & Cornish Coffee Co Ltd actually payable		9.66	0.00	9.66	
*** Hedera Screens Ltd already authorised and paid					

97-22 Correspondence

- a) Public Transport Survey Rame Peninsula area – update: - Noted.
- b) NALC Short Term Holiday Lets – consultation questionnaire: - Noted.
- c) Copy of correspondence to Torpoint Mooring Association regarding boat mooring – Mrs M Coombe: - Noted.
- d) Pick a litter mile campaign in August – Clean Cornwall: - Councillor Mrs. C E Goodman reported on behalf of the Torpoint Environmental Action (TEA) group, who are participating in the 'Pick a litter mile campaign', highlighting that 405kg of rubbish had been collected since May this year.
- e) Defibrillator at Cremyll Road (section 137 grant update) – P Smith: - Noted.
- f) Political Youth programme for Torpoint – J Nelson: - Councillor J Tivnan BEM volunteered to liaise with the Youth Council at Cornwall Council, to find out when the next meeting is taking place and then contact J Nelson to see whether they would be keen to be part of this established group.
- g) Safer Cornwall – Have your Say Survey – Cornwall Council Support and introduction to The People Hub – The People Hub: - Noted.

<p>98-22 Reports</p> <p>a) Climate Emergency Report/Action Plan: - Councillor Mrs. C E Goodman proposed the adoption of the Climate Emergency Action Plan, as previously circulated, Councillor Mrs. L Fellows seconded the proposition and it is resolved to adopt the Climate Emergency Action Plan, publish this on the website and the Clerk to include the Climate Emergency Action Plan on all Committee meeting agendas, for consideration, review and action.</p> <p>b) Neighbourhood Development Plan (NDP): - The Deputy Mayor (Councillor G J Davis) informed Members that a meeting has been arranged with Cornwall Council who are offering assistance with the next steps towards completing the draft Neighbourhood Plan.</p> <p>c) Torpoint Town Partnership (TTP): - The Mayor (Councillor Miss. R A Evans BEM) reported the TTP are organising the forthcoming Dog Show at Bénodet Park on Sunday 21st August.</p> <p>d) Town Team Project Board: - The Deputy Mayor (Councillor G J Davis) explained there is no further update since the last meeting.</p> <p>e) Reports from delegates to outside bodies: - None.</p>	<p>Clerk</p>
<p>99-22 Date of next meeting Thursday 15th September 2022.</p>	
<p>Meeting closed at 7.31pm..... Town Mayor</p>	