



TORPOINT TOWN COUNCIL

Father Michael Brown led prayers before the meeting.

There was one member of the public in the gallery.

MINUTES of the meeting of Torpoint Town Council held on Thursday 20th October 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, L E Keise, Mrs. J M Martin, C R Sawyer, M G Spurling, C R Still, M Thomson-Neall, J Tivnan BEM and R M Willoughby (late arrival) plus the Town Clerk & RFO (Clerk) and Town Council Support Officer in attendance.

	ACTION
<p>119-22 Apologies for absence: - Apologies for absence were submitted on behalf of Councillors L J Sanderson and B A Walsh also (Cornwall) Councillor Mrs. K Ewert.</p>	
<p>120-22 Declarations of Interest relating to items on the Agenda a) An NRI (Non-Registerable Interest) was declared by: - Councillor Mrs. L Fellows – (Agenda item 7b Community Right to Bid Application) b) An NRI (Non-Registerable Interest) was declared by: - Councillor Mrs. J M Martin – (Agenda item 3a PA22/08689 Planning Application – as a customer of the salon.</p>	
<p>121-22 Planning Applications: - a) PA22/08689 – Change of use from beauty salon (<i>sui generis</i>) to coffee bar (Class E) at ground floor level, and change the use of residential apartments to beauty salon (<i>sui generis</i>) at first and second floors, and associated internal works (no external works required) – 5 Fore Street, Torpoint, PL11 2AA.</p> <p>It is resolved there are no observations or objections.</p>	
<p>122-22 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. Councillor Mrs. J M Martin minuted thanks to Councillor J Tivnan BEM, in her capacity as the Chair of Governors at Torpoint Nursery and Infant School, endorsing the Head Teacher's thanks for Councillor Tivnan's assistance regarding the parking permits and road markings at the school.</p>	
<p>123-22 Police Activity Report: - Noted. The Mayor (Councillor Miss. R A Evans BEM) thanked PC Jodie Llewellyn (Neighbourhood Officer) for the recent statistics and highlighted that PC Llewellyn is no longer the Neighbourhood Police Officer for Torpoint. The Clerk reported PC Hayley Gething is taking on the position from Wednesday 26th October 2022. Councillor Mrs. K Brownhill highlighted her concern regarding an increase in some of the statistics, the Mayor (Councillor Miss. R A Evans BEM) suggested asking PC Gething about the increase in the statistics when she is in post.</p>	Clerk

<p>124-22 Minutes of the previous meeting: - The minutes of the previous meeting held on Tuesday 27th September 2022, as circulated, were taken as read, confirmed and signed by the Mayor (Councillor Miss. R A Evans BEM).</p>	
<p>125-22 Matters arising from the minutes: - a) Political Youth programme (previous correspondence from J Nelson): - Pursuant to minute number 106-22 the Clerk will continue to liaise with the correspondent and Councillor Tivnan on this matter. b) Community Right to Bid Application, St. John Ambulance Hall, Ferry Road, Torpoint PL11 2AY – update from Cornwall Council: - Pursuant to minute number 116-22 (g) the Clerk explained the response from Cornwall Council that following consideration it has been decided that St John Ambulance Hall, Ferry Road, Torpoint should not be included on the Council’s “list of assets of community value”. The reasons for this decision are as follows: i) Although the wider community use may be questionable prior to the onset of the pandemic, there has been no community use since then and in this case, it is not realistic to think that in the next 5 years the building will be used for the social wellbeing or interest of the local community. ii) Cornwall Council will record details of this decision on the list of unsuccessful nominations for inclusion in the list of assets of community value on the Cornwall Council website.</p>	
<p>126-22 Mayor’s Communications The Mayor (Councillor Miss. R A Evans BEM) thanked those who attended the Cornwall Council “Meet the Leader” event here on Tuesday 11th October 2022, with 25 people present.</p> <p>The Mayor informed members she had had a meeting with a Foodbank representative today, which had been an eye-opener. The Mayor noted there is a 54% increase in the number of people using the Foodbank in Torpoint alone, believing the service is not reaching anywhere near the number of people who actually require it. The Foodbank is struggling to recruit volunteers, the young lady who started out as a volunteer for only three hours per week is now running the Foodbank and will be interviewing for paid/volunteer positions this year.</p> <p>On Tuesday 18th October, the Town Council hosted Commanding Officer Captain Jane Roe of HMS RALEIGH at the Torpoint Library and Community Hub. Captain Roe thanked everyone who attended, and particularly enjoyed the walk around the Torpoint Archives and Heritage Centre where she was presented with “The Making of a Cornish Town” book. The Mayor thanked those who attended and noted Captain Roe would like HMS RALEIGH to be involved with more events around Torpoint.</p> <p>A reminder to all members that there are several activities taking place for Remembrance. The Royal British Legion Poppy Appeal Launch Concert is being held at St. James Church on Thursday 27th October. If you wish to find out further details of the planned events and how you can take part, please speak to the Clerk after the meeting.</p> <p>Further Covid and Flu vaccination clinics are being held at the Council Chambers on Saturday 29th, Sunday 30th and Monday 31st October, if any members are able to volunteer please let me know.</p>	

<p>There is a Cost of Living and Energy Support event at Torpoint Library and Community Hub scheduled for Wednesday 9th November, information on the event can be obtained from the Clerk.</p>	
<p>127-22 Minutes of the Personnel Committee The Chairman (Councillor Miss. R A Evans BEM) made the proposal, seconded by Councillor Mrs. C E Goodman and it was resolved that pursuant to Section 1(2) of the Public Bodies (Admission to meetings) Act 1960 the public and press leave the meeting due to the confidentiality of the discussion.</p>	
<p>128-22 Minutes of the Finance and Operations Committee It is resolved the minutes of the meeting held on Monday 3rd October 2022 are received and the recommendation in the minutes: - 63-22F&O (f) (Cloud Voice proposal from BT Business), as circulated, are adopted. (Councillor R M Willoughby joined the meeting at this point and confirmed he had No Declarations of Interest relating to matters on the Agenda.)</p>	
<p>129-22 Minutes of the Development and Localism Committee It is resolved the minutes of the meeting held on Thursday 6th October 2022 are received and the recommendations in the minutes: - 68-22D&L (a) (Purchase of 2 x British made heaters and 2 x Clear sliding front curtains for outside space), 68-22D&L (a) (Waive Financial Regulations 11. Contracts to purchase sliding front curtains), 70-22D&L (b) (Engineering Inspection Insurance renewal – Platform Lift), 72-22D&L (a) (iv) (Purchase CCTV to overlook Thanckes Park Play Park & Tennis Courts), 72-22D&L (a) (iv) (Waive Financial Regulations 11. Contracts for purchase of CCTV) and 77-22D&L (a) (Submission of expression of interest for Cornwall Gateway community network highways scheme 2.0) as circulated, are adopted. (Councillor C R Sawyer left the meeting whilst the vote was being taken on two of the recommendations.) Pursuant to 77-22D&L (a) (Submission of expression of interest for Cornwall Gateway community network highways scheme 2.0) Councillor Tivnan noted he had already shared photographs of the same location with Cornwall Highways.</p>	
<p>130-22 Meetings Schedule 2023 Noted.</p>	
<p>131-22 Town Council Policy Schedule. Noted.</p>	
<p>132-22 Questions of which notice has been given or notice of motion. None.</p>	
<p>133-22 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.</p>	
<p>134-22 Financial Information It is resolved that the September 2022 Budget Variance Income and Expenditure (as circulated) is received and adopted.</p>	

135-22 Accounts for Payment

Contact Name	Invoice Number	Total	VAT	NET	Description
SMP Pipe Systems Limited	Invoice 3812	299.14	49.85	249.29	Remove and replace damaged toilet at Library
Cornwall Council - Garage	Invoice 34190700166	61.32	10.20	51.12	Garage 7 17.10.22 - 13.11.22
RD Johns Ltd	Invoice 149998	83.01	6.86	76.15	Café supplies
Richards Builders Merchants Ltd	Invoice 833868	9.72	1.62	8.10	Public Cons maintenance
Richards Builders Merchants Ltd	Invoice 832746	11.04	1.84	9.20	Public Cons maintenance
Richards Builders Merchants Ltd	Invoice 832599	45.46	7.58	37.88	Public Cons maintenance
Richards Builders Merchants Ltd	Invoice 831958	14.83	2.47	12.36	Public Cons maintenance
Richards Builders Merchants Ltd	Invoice 831956	19.15	3.19	15.96	Public Cons maintenance
Richards Builders Merchants Ltd	Invoice 831691	17.26	2.88	14.38	Parks maintenance
Richards Builders Merchants Ltd	Invoice 831335	11.40	1.90	9.50	Parks maintenance
Corona Energy - Chambers- Gas	DD Invoice 17168005	554.29	92.38	461.91	Gas Usage Council Chambers Sep 2022 - Oct 2022
RD Johns Ltd	Invoice 142276	95.29	4.86	90.43	Café supplies
Duchy Defibrillators*	Invoice JN920	372.00	62.00	310.00	Annual monitoring fee
Duchy Defibrillators*	Invoice JN919	1,780.20	296.70	1,483.50	Fire Station Defib
Cornwall Council - Bus Rate Tennis Courts	802923069	55.00	0.00	55.00	Bus Rates October 2022
Cornwall Council - Rm 6 Bus Rates	802720466	125.00	0.00	125.00	Bus Rates November 2022
Cornwall Council - Library Bus Rates	802715760	410.00	0.00	410.00	Bus Rates November 2022
Cornwall Council - Chambers Bus Rates	802311466	1,509.00	0.00	1,509.00	Bus Rates November 2022
Cornwall Council - Dog Waste Bags	Invoice 8100298464	25.02	4.17	20.85	Dog waste Bags
Cornwall Council	Invoice 8100298744	64,117.82	72.00	64,045.82	Salaries and Mayor's Allowance July to September 2022
James Hallam	29189977/11	503.60	0.00	503.60	Platform Lift Insurance
Adobe Systems Software Ireland Ltd	CCOctober 2022	12.64	0.00	12.64	Monthly subscription October 2022

ALD Automotive Limited t/a Ford Lease	DD October 2022	441.44	73.57	367.87	Monthly lease payment for vehicle October 2022
CO-OP GROUP 380558	CC Cafe supplies	79.20	13.15	66.05	Western morning news
Corona Energy - Chambers- Gas	DD Invoice 17168005	554.29	92.38	461.91	Gas Usage Council Chambers September 2022 - October 2022
EE	DD V02038175075	111.30	18.55	92.75	4 x staff mobiles
Everflow Water	DD Invoice 1837820	190.20	12.21	177.99	Public Conveniences Water Rates - Water 18.11.22 - 17.12.22
XERO	CC October 2022subscription	33.60	5.60	28.00	Monthly accounting software subscription October 2022

136-22 Correspondence

a) Correspondence received reference A374 Road Traffic Collision: -

- i) D Ward
- ii) I Gilbey
- iii) P Voaden

The Mayor (Councillor Miss. R A Evans) said "Our sincere condolences are with the families and all of those who are involved following the tragic accident on Friday 7th October, our thoughts and prayers are with you all".

Councillor J Tivnan BEM explained about working alongside Councillor Mrs. K Ewert to endeavour to make the A374 road safer. Having liaised with Cornwall Council's Highways Team, action to submit an Expression of Interest to further extend the 30mph speed limit that is already in place. Councillor Tivnan highlighted the hazard when exiting Horson Cemetery onto the A374 due to the speed of the traffic and indicated there is currently no warning signs advising traffic of this junction onto the highway. The Mayor (Councillor Miss. R A Evans) explained the Leader of Cornwall Council had arrived at the Council Chambers for the "Meet the Leader" event very distressed. The Leaders distress was caused on her journey to the venue when she saw a driver in her rear-view mirror overtake three vehicles behind her at speed with no headlights on, before the driver illegally over took her on the A374, having past Antony Village. Councillor Mrs. J M Martin referred to the yellow speed awareness signs which were installed in approximately 2007/08 adding, perhaps this is an opportunity to refresh these signs. Councillor Davis highlighted the importance of supporting the recommendation of the Cornwall Councillors to continue to campaign to reduce the speed limit along the remaining sections of the A374 between Torpoint and Antony. It was **resolved** the Town Council will support Councillor Tivnan and Councillor Ewert's proposals and formally correspond with Cornwall Council on this matter ensuring inclusion of proposals to include signage for the cemetery entrance/exit.

Clerk

137-22 Reports

a) Neighbourhood Development Plan (NDP): -

The minutes of the previous Neighbourhood Plan Steering Group meeting, held Monday 10th October 2022, as circulated, were accepted as a true record. The Deputy Mayor (Councillor G J Davis) reiterated the next steps, following pre-screening by Cornwall Council, as per the minutes.

c) Torpoint Town Partnership (TTP): -

The Mayor (Councillor Miss. R A Evans BEM) noted the focus of the meeting held on Tuesday 18th October 2022 was the Lantern Making Workshop being held on Saturday

<p>12th November at the Council Chambers. The Mayor informed members that the TTP are looking for volunteers to assist with the workshop and reminded members the Christmas Lights Switch On is on Saturday 26th November. The next meeting of the TTP are scheduled for 2023.</p> <p>d) Town Team Project Board: - Pursuant to minute 153.TTAG (update on the Lower Fore Street Redevelopment) the Deputy Mayor (Councillor G J Davis) made the proposal which was seconded by the Mayor (Councillor Miss. R A Evans BEM) and it was resolved that pursuant to Section 1(2) of the Public Bodies (Admission to meetings) Act 1960 the public and press leave the meeting due to the confidentiality of the discussion.</p> <p>Pursuant to 155.TTAG (Action Plans/Contractor Payment) the council notes the vote which had been taken to agree to continue to formally engage the consultant who would claim from the existing Purchase Order for the existing work. After which the consultant will inform the Clerk of work undertaken, who will manage payments accordingly. The Deputy Mayor (Councillor G J Davis) was delighted to advise that following submission of an Expression of Interest for the Good Growth Programme, an invitation to submit an application to the Town, Rural and Coastal High Street Development and Skills Programme has been given.</p> <p>e) Reports from delegates to outside bodies: -</p> <ul style="list-style-type: none"> i) Torpoint Archives and Heritage Centre, September 2022 report – Noted and the Mayor (Councillor Miss. R A Evans BEM) minuted thanks to the Torpoint Archives for providing the report. ii) Councillor Mrs. C E Goodman reminded members of the forthcoming Annual General Meeting for the Rame Peninsula Public Transport Users Group is scheduled for Thursday 27th October at 2:00pm. 	
<p>138-22 Date of next meeting Thursday 17th November 2022.</p>	
<p>Meeting closed at 8:12pm..... Town Mayor</p>	