



TORPOINT TOWN COUNCIL

NOTICE is hereby given that a meeting of Torpoint Town Council will be held on Thursday 16th February 2023 at 7.00pm in the Committee Room, 4 York Road, Torpoint to which you are summoned to attend.

(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.**
 - a) PA23/00343 – Change of use of premises from Class E (commercial, business and service) to commercial laundry and 2-bed maisonette – 8 Antony Road, Torpoint PL11 2JW.
 - b) PA23/00629 – Change of use of ground floor from office to residential with red single storey extension – Powell and Co, 6 Fore Street, Torpoint.
 - c) PA23/00638 – Two-storey extension to enlarge kitchen and provide utility room/WC on the ground floor and one bedroom and a bedroom/study on the first floor – 1 Borough Park, Torpoint PL11 2PY.
- 4. Cornwall Council Reports** (one as circulated, one to follow).
- 5. Police Activity Report** (to follow).
- 6. Minutes of the previous meeting.**

Minutes of the previous meeting held on Thursday 19th January 2023 (as circulated).
- 7. Matters arising from the minutes.**
 - a) To consider for approval and signature the Legal documentation / Agreements for the transfer of the Public Conveniences, Antony Road, Torpoint with Cornwall Council, Torpoint Town Council and Plymouth Boat Park Limited (182-22 (b) refers).
 - b) Councillor Vacancy – Hand delivery of Nomination Papers (minute number 182-22 (c) refers).
 - c) Update Free Cyber Security poster (minute number 182-22 (d) refers).
 - d) Budget Statement for the 2023-24 financial year (minute 184-22 (a) refers).
- 8. Mayor's communications.**
- 9. Finance and Operations Committee.**

Minutes of the meeting held on Monday 30th January 2023 and *Appendix 1* and to consider the recommendations in the minutes: - 104-22F&O (h) (Wallgate Units), 104-22F&O (h) (Waive Financial Regulations), 105-22F&O (b) (Markets Policy), 105-22F&O (e) (Business Risk Management Plan) and 105-22F&O (g) Council Lettings Policy and Hire Charges, as circulated.
- 10. Development and Localism Committee.**

Minutes of the meeting held on Thursday 2nd February 2023 & to consider the recommendations in the minutes:- 118-22D&L (a) (Council Strategy) & 120-22D&L (a) (Tamar Toll Action Group) as circulated.
- 11. Question of which notice has been given or notice of motion.**
- 12. Torpoint Ferry Statistics** (to follow).
- 13. Financial Information.**

January 2023 Budget Variance and finance information on Defibrillators (as circulated).

14. Accounts for payment.

PAYEE	Invoice /Reference No.	GROSS (£)	(VAT) (£)	NETT (£)	REASON
Atlas Graphics (SW) Ltd	PO-0301 INV 20990	36.00	6.00	30.00	1 x A4 disabled "drop off and pick up only" sign
Don Benson	Inv 35	48.00	0.00	48.00	Clock Winding St James' Church
ITEC	Inv 822612	28.63	4.77	23.86	Xerox Meter Readings
Western Web Limited	Inv 23654	102.00	17.00	85.00	Annual renewal of web space
RD Johns Ltd	Inv 268599	81.68	5.49	76.19	Café Supplies - Library
Western Web Limited	Inv 23628	110.40	18.40	92.00	Annual renewal of web space torpointplan.org.uk
Western Web Limited	Inv 23619	32.04	5.34	26.70	Reset wifi and check connection
Richards Builders Merchants Ltd	Inv 844495	8.93	1.49	7.44	Parks Maintainance
Richards Builders Merchants Ltd	Inv 844122	15.19	2.53	12.66	Parks Maintainance
RD Johns Ltd	Inv 271582	93.13	7.69	85.44	Café Supplies - Library
Richards Builders Merchants Ltd	Inv 843423	2.38	0.40	1.98	Parks Maintainance
FOY-AIR Enterprises Ltd T/A LittleMops	Inv 1957	35.99	6.00	29.99	Econatural V-fold hand towels - Library
Richards Builders Merchants Ltd	Inv 844098	1.87	0.31	1.56	Parks Maintainance
Print Options	INV 13834	1,238.00	48.00	1,190.00	Newsletter Printing & Artwork - February Edition
Complete Office Solutions	INV SIN03553640	163.80	27.30	136.50	Stationery Order
Every Corner Distribution	INV TTCED005	672.00	112.00	560.00	Newsletter Distribution- February Edition
Cornwall Council	INV 8100334185	800.00	0.00	800.00	Torpoint Library - Works to support creation of a Warm Bank
Cornwall Council	INV 8100334326	169.05	0.00	169.05	Torpoint Library. Works to heating programming
Cornwall Council	INV 31490700166	61.32	10.20	51.12	Garage Rent
South West Hygiene	INV 285051	261.68	43.62	218.06	Sanitary and Nappy Unit rental and servicing

15. Correspondence.

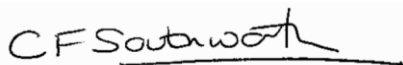
- Hedgehog Highway Project – Information from Hedghogs R Us (as circulated).
- Community Housing Conversations event 19th April 2023 – CALC (as circulated).

16. Reports.

- Neighbourhood Development Plan (notes from the meeting of Tuesday 24th January 2023 to follow, next meeting Tuesday 28th February 2023).
- Torpoint Town Partnership.
- Town Team Project Board – Next meeting Thursday 23rd February 2023.
- Reports from delegates to outside bodies. i) Torpoint Archives & Heritage Centre Jan 2023 (as circulated).

17. Date of next meeting.

Thursday 16th March 2023.



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

Friday 10th February 2023