



TORPOINT TOWN COUNCIL

Fr. Michael Brown led prayers before the meeting.

Councillor Mrs. K Ewert, PC Hayley Gething and Mr S Clark were in the public gallery.

MINUTES of the meeting of Torpoint Town Council held on Thursday 19th January 2023 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, L E Keise, Mrs. J M Martin, L J Sanderson, C R Sawyer, M G Spurling, C R Still, M Thomson-Neall, J Tivnan BEM and the Town Clerk & RFO (Clerk) in attendance.

	ACTION
<p>176-22 Apologies for absence: - Apologies for absence were submitted on behalf of the Councillors Mrs. C E Goodman, B A Walsh and R M Willoughby. Apologies for absence were submitted on behalf of the Town Council Support Officer.</p>	
<p>177-22 Declarations of Interest relating to items on the Agenda None.</p>	
<p>178-22 Planning Applications: - None.</p>	
<p>179-22 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 Tivnan referred to Agenda item 14e. The forthcoming Public Meeting regarding Cornwall Council's Proposed Cornwall Devolution Deal on Wednesday 25th January and encouraged Members to attend the meeting. Councillor Tivnan highlighted he has some Community Chest funding available, with the closing date for applications 17th February.</p>	
<p>180-22 Police Activity Report: - The Mayor (Councillor Miss. R A Evans BEM) invited PC Hayley Gething (Neighbourhood Officer) to introduce herself and thanked her for attending the meeting of the Town Council. PC Gething explained her post is currently temporary and apologised for the inconsistency with providing the statistics, as they is a new system in place. PC Gething explained the Police are aware of the recent vehicle crimes and highlighted that any CCTV evidence showing vehicle crime can be submitted. The Police have been speaking to members of the public and have been gathering evidence. Following a question, PC Gething explained the recent crimes recorded of Stalking and harassment (3), Other sexual offences (3) are not connected, although unfortunately there has been an increase in the number of victims reporting domestic abuse. The Mayor explained having received positive feedback from the community, from posts made on the 'Torpoint Police' social media page and encouraged use of the many ways crimes can be reported, including online.</p>	
<p>181-22 Minutes of the previous meeting: - The minutes of the previous meeting held on Thursday 15th December 2022, plus Appendix 1 and Appendix 2, as circulated, were taken as read, confirmed and signed by the Mayor (Councillor Miss. R A Evans BEM). (Typing correction page 4, Hourly charge for Bénodet Park tea hut and Park should read £9.45 not £6.30 per hour.)</p>	

<p>182-22 Matters arising from the minutes: -</p> <p>a) Political Youth programme (previous correspondence from J Nelson: - Pursuant to minute number 164-22 (a), the Mayor (Councillor Miss R A Evans BEM) thanked Councillor Mrs. K Ewert and the Clerk who had met with the correspondent earlier the same week. The correspondent and Councillor Ewert are continuing the discussions about Cornwall Council’s Youth Council and the Clerk will continue to liaise with the correspondent in the future.</p> <p>b) 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: - Pursuant to minute number 164-22 (c), the Clerk explained there is no further update on the matter.</p> <p>c) Update on the Councillor Vacancy – East Ward: - Pursuant to minute number 173-22 (a), the Clerk explained that following a valid Petition, arrangements will now be made to hold an election, with the Council Chambers provisionally booked for Thursday 23rd February 2023. The council has requested poll cards to be issued. The Mayor (Councillor Miss R A Evans BEM) highlighted the vacancy is now widely advertised on the council’s website, notice boards and social media and highlighted there has been some interest shown already. The Mayor continued that she is a great believer in the democratic process and is encouraged that at least ten electors were interested enough in this Councillor vacancy to write to Cornwall Council requesting an election, continuing that she is hopeful some may consider putting up for the position themselves or continue to encourage others. The Mayor concluded, it is unfortunate the costs of these elections fall directly to the Town and Parish Councils themselves, a sentiment which was shared at the Mayor’s meeting she had attended earlier the same week.</p> <p>Councillor J Tivnan BEM highlighted that nomination papers for the vacancy can only be submitted in person and was disappointed to highlight that only one out of the six days for submission of nomination papers is at Luxstowe House in Liskeard, with the remaining five days requiring travel to Country Hall in Truro. Debate ensued on this matter, with Members expressing their frustration about the return mileage/travel incurred to Truro, with only one day available to deliver papers to Luxstowe House in Liskeard. It is therefore resolved to contact Electoral Services expressing this council’s frustration over the lack of local availability for the hand delivery of nomination papers, asking Cornwall Council to consider suitable alternatives in the future.</p> <p>d) Free Cyber Security Presentation – poster as circulated: - The Cyber Security Presentation event has been organised and poster circulated to the usual places as well as to the local schools. The event is recommended for adults only, Clerk to contact Devon and Cornwall Police to update the poster with this detail.</p>	<p>Clerk</p> <p>Clerk</p>
<p>183-22 Mayor’s Communications</p> <p>The Mayor (Councillor Miss. R A Evans BEM) said “Christmas has been a busy time for the town, with all activities running successfully. Thank you again to the volunteers who helped put up and then take down the Christmas lights on Fore Street and also the two Christmas trees, your support is very much appreciated. Next Wednesday 25th January we are hosting a thank you lunch to all the volunteers at Torpoint Library and Community Hub. I would encourage you all to attend the public meeting next Wednesday evening, hosted by Cornwall Council regarding the Proposed Cornwall Devolution Deal.”</p>	

184-22 Minutes of the Extra-ordinary Finance and Operations Committee

It is **resolved** the minutes of the meeting held on Monday 9th January 2023 are received and the recommendation in the minutes: - 98-22F&O (Planned Projects and Allocation of Reserves for the 2023-24 financial year), as circulated, is adopted.

a) To approve the Budget Statement for the 2023-24 financial year: -

The Clerk explained the Budget Statement had been circulated in advance of the meeting. Members considered the statement and following discussion it is **resolved** this council accepts the Budget Statement with some amendments to the text, Councillor Mrs. J M Martin will work with the Clerk to update the narrative, before submission to Cornwall Council, to accompany the precept request for 2023-24.

Cllr Martin/
Clerk

185-22 Questions of which notice has been given or notice of motion.

None.

186-22 Torpoint Ferry statistics

a) 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.

b) Tamar Crossings Newsletter – December 2022, plus email regarding Gantry replacement: -

Members were delighted to read the interesting newsletter, requesting this is fed back to the Tamar Crossings team. Councillor Mrs. J M Martin was pleased to report, as Chair of Governors, that Torpoint Nursery and Infant School had recently arranged (three) trips for all the year two children to the Tamar Bridge Learning Centre, who had learnt so much and hope that maybe their visits will feature in the next edition of the newsletter!

187-22 Financial Information

It is **resolved** that the December 2022 Budget Variance Income and Expenditure (as circulated) is received and adopted. The Clerk gave a detailed explanation about the following: -

- i) Warmth funding expenditure – an additional cost centre is required for the £10k income required, currently the expenditure has been taken from Reserves – Library Improvements, which is incorrect;
- ii) Salaries expenditure – with the latest salary invoice of £80,130.68 to be authorised (this includes the Mayor’s Allowance), the Clerk is predicting there will be an over spend of circa £15k on the budget for 2022-23. Members’ accepted the likelihood of the over spend, which is due to the significantly increased (back-dated) salary award for this financial year.

188-22 Accounts for Payment

Contact Name	Invoice Number	Total	VAT	NET	Description
Sail Shades Direct	PO-0283	2,398.80	399.80	1,999.00	External heaters and pergola Library (Warmth Hub)
Cornish Tea & Cornish Coffee Co Ltd	SL67181	620.35	0.00	620.35	Tea and Coffee Library
Cornwall Council - Bus Rate Tennis Courts	January 2023	55.00	0.00	55.00	Business Rates
ITEC	Invoice 811155	33.08	5.51	27.57	Xerox meter readings
Don Benson	Invoice 34	48.00	0.00	48.00	Clock winding
Daniel Tweedie	INV0028	250.00	41.67	208.33	Plastering Council Chambers

BT	Invoice Q057UT	671.37	111.90	559.47	Phone Lines
HSS Hire	Invoice 61421961	504.00	84.00	420.00	Boom lift hire for Christmas lights
Liftman UK Ltd	INV006224	108.00	18.00	90.00	Lift service Council Chambers
Biffa	Invoice 522C92090	40.63	6.77	33.86	Bin collection
Biffa	Invoice 522C92089	22.32	3.72	18.60	Bin collection
Biffa	Invoice 522C92088	31.13	5.19	25.94	Bin collection
Biffa	Invoice 522C92087	22.32	3.72	18.60	Bin collection
Duchy Defibrillators	Invoice JN997	456.00	76.00	380.00	Annual monitoring fees Carbeile and Council Chambers
Complete Weed Control	Invoice Number SW3440	1,632.00	272.00	1,360.00	Weed spraying December '22
G & R Electrical Wholesalers Ltd*	Invoice 151958:L	651.00	108.50	542.50	Festive lighting
Richards Builders Merchants Ltd	Invoice 842197	19.18	3.20	15.98	Silver multi-surface paint
Richards Builders Merchants Ltd	invoice 842187	40.98	6.83	34.15	Park maintainance supplies
ASG Security	Invoice 39545	106.80	17.80	89.00	Fire alarm callout Council Chambers
Richards Builders Merchants Ltd	invoice 841736	56.47	9.41	47.06	Park maintainance supplies
Richards Builders Merchants Ltd	Invoice 841552	34.40	5.73	28.67	CCTV pole installation
Richards Builders Merchants Ltd	Invoice 841004	24.99	4.16	20.83	Safety clothing
Richards Builders Merchants Ltd	Invoice 841005	2.72	0.45	2.27	Maintenance Council Chambers
RD Johns Ltd	Invoice 243756	207.14	18.71	188.43	Café Supplies Library
Cornwall Council - Sea Gull Proof Sacks	101006370324	96.00	0.00	96.00	Seagull proof sacks
Festive Lighting	Invoice 20629	43.20	7.20	36.00	Festive lighting maintainance
Huxter and Davy	INV 1006	149.00	20.00	129.00	Staff eye test/spectacles - screen working
SLCC	INV MEM242681-1	439.00	0.00	439.00	Clerk - SLCC annual membership
Cornwall Council - Garage	34190700166	61.32	10.22	51.10	Garage rent
Cornwall Council	Invoice 8100324920	80,202.68	72.00	80,130.68	Salaries Oct - Dec '22 & Mayoral Allowance & Pension deficit
XERO	CC January 2023 subscription	33.60	5.60	28.00	XERO - Monthly accounting software subscription January 2023
Adobe Systems Software Ireland Ltd	CC January 2023	16.64	0.00	16.64	Adobe Systems Software Ireland Ltd - Monthly

					subscription January 2023
Lidl	CC 274618	12.54	2.09	10.45	Lidl - Cafe Supplies
Aldi	CC R23859	16.26	2.71	13.55	Aldi - Library Cafe Supplies
Sainsbury's	CC	11.33	1.89	9.44	Sainsbury's Café Supplies
Clifford Motors	CC 407124	70.43	11.74	58.69	Clifford Motors - Fuel Unleaded
Amazon	CC 2023 Diary	9.99	1.66	8.33	Amazon - 2023 Diary for Library
Amazon	CC Letter Cage	32.00	5.33	26.67	Amazon - Letter box cage for council chambers
Amazon	CC Sauce pots	14.77	2.46	12.31	Amazon - Small disposable sauce pots library
Amazon	CC Small batteries	3.49	0.58	2.91	Amazon - Small batteries
Amazon	CC volunteer lanyards	41.97	6.99	34.98	Amazon - Volunteer lanyards for library
Amazon	CC Rubber Gloves	5.21	0.87	4.34	Amazon - Rubber washing up gloves
Amazon	CC Refuse Sacks	23.49	3.91	19.58	Amazon - Black heavy duty refuse sacks
Amazon	CC chocolate duster	7.95	1.32	6.63	Amazon - Chocolate duster library
Amazon	CC Rubbish bags	15.99	2.66	13.33	Amazon - Bidegradable rubbish bags
Amazon	CC Coffee machine cleaner	13.21	2.20	11.01	Amazon - Coffee Machine Cleaner
CO-OP GROUP 380558	CC	138.49	23.11	115.38	Newspapers / Café Supplies
ALD Automotive Limited t/a Ford Lease	DD January 2023	441.44	73.57	367.87	ALD Automotive Limited t/a Ford Lease - Monthly lease payment for vehicle January 2023
Corona Energy - Chambers- Gas	DD Invoice 17284514	1128.77	188.13	940.64	Corona Energy - Chambers- Gas - Gas Supply for Council Chambers November 2022- December 2022
XEROX Finance	DD 50068188	150.38	25.06	125.32	XEROX Finance - XEROX FINANCE LIM1 5006818897628730
SSE SWALEC -Library- Elec	DD 51789712/0051	280.39	46.73	233.66	SSE SWALEC -Library- Elec - Electricity supplied to Library 2/11/22 - 1/12/22
SSE Southern Electric - Library Gas	DD 91812424 / 0040	419.04	69.84	349.20	SSE Southern Electric - Library Gas - Gas supplied to Library 01/12/22- 31/12/22
SSE Southern Electric - Chambers- Elec	DD invoice January 2023	1017.80	169.63	848.17	SSE Southern Electric - Chambers- Elec
SSE Southern Electric - Benodet- Elec	DD 51785521/0015	174.49	8.31	166.18	SSE Southern Electric - Benodet- Elec
SSE Southern Electric - Public Con- Elec	DD 11788490/0019	151.86	7.23	144.63	SSE Southern Electric - Public Conveniences
SSE SWALEC -Library- Elec	DD 51789712/0052	261.87	43.65	218.22	SSE SWALEC - Library Electric
Everflow Water	DD Invoice 2016192	92.88	6.21	88.67	Everflow Water - Council Chambers
Everflow Water	DD Invoice 2016192	-8.21	-1.09	-7.12	Everflow Water - Library

Everflow Water	DD Invoice 2016192	60.45	3.91	56.54	Everflow Water - Public Conveniences	
* Donation received from Local Community Markets						
<p>189-22 Correspondence</p> <p>a) Tamar Toll Action Group – Information and presentation: - Following consideration of the presentation, as circulated, the Deputy Mayor (Councillor G J Davis) suggested representatives from the Tamar Toll Action Group are invited to give the presentation to members of the council at a future meeting. Members were supportive and it is agreed to invite the group to either a future Committee or council meeting, in time for the council to make the decision on whether to support the aim of the group or not, in advance of the next Cornwall Gateway Community Network Meeting on Wednesday 15th March 2023.</p> <p>b) Retirement news from St Petrocs! – St Petrocs, Cornwall: - Noted.</p> <p>c) Invitation to CALC AGM: Tuesday 21st February 2023 at 7.00pm - Cornwall ALC: - The Mayor (Councillor Miss R A Evans BEM) invited member(s) to attend the forthcoming CALC AGM, Councillor Mrs. J M Martin volunteered to attend (giving her apologies for the next Torpoint Town Partnership meeting as it is on the same evening), the Clerk volunteered to attend too.</p> <p>d) Sport England Small Grants Programme awards between £300 and £15,000 – via Cornwall Council Community Link Officer: - Information noted and is being circulated in the next council newsletter.</p> <p>e) Public meeting Proposed Cornwall Devolution Deal Wednesday 25th January 2023, 7.00pm Committee Room, Council Chambers: - As previously noted in the meeting.</p>						Clerk
<p>190-22 Reports</p> <p>a) Neighbourhood Development Plan (NDP): - The next meeting of the NDP is scheduled for Tuesday 24th January 2023, information has already been circulated.</p> <p>b) Torpoint Town Partnership (TTP): - No further update, the next meeting of the TTP is scheduled for 21st February 2023.</p> <p>c) Town Team Project Board: - Councillor J Tivnan BEM advised that members of the Town Team Project Board have been shared information regarding the Enterprise Zone. There was no additional update.</p> <p>d) Reports from delegates to outside bodies: - None.</p>						
<p>191-22 Date of next meeting Thursday 16th February 2023.</p>						
<p>Meeting closed at 7:34pm..... Town Mayor</p>						