

TORPOINT TOWN COUNCIL

MINUTES of a meeting of Torpoint Town Council held on Thursday 19th June 2014 at 7.00 p.m. in the Council Committee Room, 4 York Road, Torpoint.

Present: - Town Mayor (Councillor M N Pearn MBE), Deputy Town Mayor (Councillor M J Crago), Councillors E H Andrews, Mrs K Brownhill, J F Creek, G J Davis, Mrs C E Goodman, B Hobbs, Mrs C A Jackson, L E Keise, Miss J L Kinsman, Mrs J M Martin, R A Southworth and J Tivnan plus the Town Clerk with the Assistant Town Clerk in attendance.

41-14 Apologies for Absence:-

Apologies for absence were submitted on behalf of Councillors P R Edwards and Mrs C I A Trueman

42-14 Declarations of interest relating to items on the agenda:-

A non-pecuniary interest was declared by the following.

Councillor J Tivnan – Planning Application PA14/04530 as being known to the applicant.

43-14 Police Report:-

In the absence of a police representative the Clerk read the May report.

35 crimes in the town consisting of

- 6** thefts
- 10** assaults
- 3** burglaries (2 outbuildings, 1 dwelling)
- 6** criminal damage
- 1** public order offence
- 5** communication offences
- 3** breach of restraining order
- 1** animal related offence

Councillor J Tivnan reading from an email he had received from the police, reported that the town had suffered a spate of 18 thefts and attempted thefts from vehicles since the 3rd June. The principal items that had been stolen were highlighted and during the same period 2 burglaries have also occurred. An appeal from the police had resulted in a telephone call from a concerned resident to report a suspicious male. On locating and checking the individual he was dealt with for possession of drugs. The police are pursuing the incidents that is now involving forensic teams and additional officers on patrol. It was also reported that Sargeant Crow is relocating to Bodmin on temporary promotion until at least September and the name of the officer covering Sargeant Crow when known will be notified to members. Following news of the damage to equipment in Cambridge Field, the Mayor informed the meeting that the cost of repairs would be in the region of around £500. Councillor Mrs R A Southworth raised the tardiness in responses to 101 calls and suggested that the delays in getting responses might deter residents from reporting crimes. Councillor Mrs Southworth reported that Sargeant Crow had been informed. Both Councillors G J Davis and B Hobbs detailed their experiences and problems with the 101 police reporting system. Councillor Tivnan confirmed that he would pursue the complaints with the police.

44-14 Minutes of the previous meeting:-

The minutes of the meeting held on Thursday 15th May 2014 and the adjourned meeting held on Thursday 22nd May 2014 were taken as read, confirmed and signed by the Mayor.

45-14 Matters arising from the Minutes:-

a) Minutes of the Forward Planning Committee:-

Pursuant to minute 32-14(a) the Clerk confirmed that he has forwarded the proposed dog ban order forms to the relevant officer at Cornwall Council for perusal and is awaiting a response. The Mayor in his capacity as a Cornwall Councillor has been copied into correspondence.

46-14 Mayors Communications

Mayor's column

Sorry to hear Paul Roper will be stepping down as our Torpoint and District photographer/correspondent after more than 9 years, covering local stories and taking photos.

Paul has always been on hand for any function.

I know Paul would like to thank everyone for giving him the opportunity to cover some interesting and varied events over the years.

You can still see some photos on his website paul@paulsfotos.co.uk or at the Torpoint Archives where he has passed in a lot of photos. Paul and Chris enjoy your retirement we will miss you!!

Congratulations to:

The Torpoint Nursery & Infant School Council who won the House of Commons Speakers Award for 2014. The School children went to the Palace of Westminster on Wednesday 11th June. And they all had a wonderful time.

Torpoint & Rame Ten Tors - It is the 50th Anniversary of the Ten Tors this year. 50 years ago, Torpoint Secondary School sent two teams to Denby Camp to take part in their first Ten Tors Challenge and continued since with up to 9 teams. This year, Torpoint Community College once again sent two teams to take part. A Great team effort to you all who took part in the atrocious weather. Well done to you all. Torpoint Fire Service Fireman Stephen Gill and colleagues from Bodmin were awarded the RSPCA Bronze Gallantry Medal as well as Peter Ferris, RSPCA Animal Collection Officer, for their part in the rescue of a pony from cliffs at Rame Head. The citation for the award said it had been a complicated rescue involving the RSPCA, Fire Service, the Royal Marines and Veterinary staff, and took over six hours from the time of the call to the pony being rescued.

Mayor's Diary

Wednesday 21st May - Liskeard Mayor Choosing - Councillor Philip Seeva.

Tuesday 27th May - Callington Mayor Choosing - Councillor Andrew Long.

Wednesday 28th May - Charity Golf Tournament in aid of Prostate Cancer - £1700 was raised. Thank you to all who took part.

Monday 2nd June - Meeting with Major Colin Charters reference the visit to Torpoint of The King's Troop Royal Horse Artillery in September.

Wednesday 4th June - US Memorial Service at the Tamar Bridge.

Wednesday 4th June - Visit and tour with Town Councillors and The Chief Executive, Chairman and Leader of Cornwall Council.

Friday 6th June - Lord Mayor of Plymouth Choosing - Councillor Michael Fox.

Friday 6th June - The Coppola School of Performing Arts Summer Production "Gotta Sing Gotta Dance" at the Council Chambers,

Saturday 7th June - Torpoint Athletic Football Club Presentation evening with the Deputy Mayor John Crago

Monday 9th June - Torpoint Community College - To meet visitors on a exchange visit from DAV Public School, New Dehli, India and also Joanna Millan, a holocaust survivor, to hear her family's story.

Tuesday 10th June - Torpoint Archives AGM.

Friday 13th June - Met at Elliot Square with Mark Newton who is going around Britain on a Mobility Scooter raising funds for The Lifeboat, Help the Heroes, The British Legion and SSAFA - he has raised £29,935.02p so far - Further details: www.aroundbritain.org.uk

Saturday 14th June - Torpoint Lady Singers 22nd Annual 12 hour Singathon - After Starting them off at 9am we returned again at 8pm to hear the final hour and were there for the finish at 9pm in aid of Jeremiah's Journey – Well Done to everyone!!

Saturday 14th June - The Coppola School of Performing Arts Storyland Showtime at the Council Chambers, All the performers were under 8 years. Another great show!! Now looking forward to Disney's Beauty and The Beast show in October.

In September Torpoint Town Partnership (TTP) is going to join Cornwall's "Paint The Town Gold" – an awareness and fundraising campaign for Childhood Cancer Awareness Month in association with CLIC Sargent the UK's leading children's cancer charity. Please watch out for posters to see what the TTP will be doing during September to raise funds for this very worthy cause. Your support will be most appreciated. You are invited to The Civic Service and Parade on Sunday 13th July the procession will leave from The Council Chambers at 10.30am for the service at St James Church at 11am. All Welcome.

47-14 Planning Applications:-

a) PA14/04420 – 11, Grove Park, Torpoint – Construction of single storey rear extension, ridged roof over existing garage and front porch.

No objections or observations.

b) PA14/04507 – Tamar Laundry Block A, Trevol Business Park, Trevol Road – Change of use from existing B1 and B8 use for B2 use (Change unit to light vehicle MOT unit car and light servicing and repair garage).

No objections or observations.

c) PA14/04530 – 4, Hawthorn Avenue, Torpoint – Occupation of garage/store and installation of window to front elevation.

No objections or observations.

(Councillor J Tivnan declared a non-pecuniary interest being known to the owner of the property).

d) PA14/04816 – Porte Rouge Residential Home, Vicarage Road, Torpoint – Extension to existing nursing home.

Council recommend refusal on the following grounds

- Overdevelopment of the site
- No provision for accommodating the bat population in the proposals
- Disturbing the slow worm population in the old Cornish hedge
- The proposed development would overlook neighbouring properties

48-14 Minutes of the Finance and Personnel Committee

It was **resolved** that the minutes of the meeting held on Monday 2nd June 2014 are received and the recommendations in minutes 21-14FGP (a) (To consider the Council Business Risk Management Plan), 22-14FGP (a) (To consider the Committee Terms of Reference – both recommendations contained therein), 23-14FGP (a) (Kelly Brown – Request to use the Council facilities at no cost – both recommendations contained therein), 23-14FGP (b) (Friends of Antony Road Surgery – Request to use the Council facilities at no cost) and 23-14FGP (e) (Frances Impey – New Medical Centre) are adopted and implemented. Pursuant to minute 16-14FGP (Election of Chairman for the civic year 2014-15) Councillor Mrs. Southworth noted that the election did not set a precedent and the Deputy Town Mayor did not want the post. The Deputy Town Mayor explained that he did not agree with the proposal that the Deputy Town Mayor is recommended to serve as Chairman. Pursuant to minute 23-14FGP (a) (Kelly Brown – Request to use the Council facilities at no cost) Councillor Mrs. J M Martin noted a personal declaration of a non-pecuniary interest in this matter

as being related to the applicant. Councillor Mrs. Martin explained the reasoning behind the application for the premises being used free of charge. Councillor E H Andrews observed that he considered all Committees should have the opportunity to consider and decide on free of charge use. Pursuant to minute 23-14(e) (Frances Impey – New Medical Centre) it was noted that the proposed name was the John Haydon Langdon-Down surgery. The Mayor confirmed that he had sent a copy of the letter to the surgery for the consideration.

49-14 Minutes of the Asset Management and Operations Committee

It was **resolved** that the minutes of the meeting held on Thursday 5th June 2014 are received and the recommendations in minutes 20-14FP (a) (Hall Heating System), 20-14FP (c) (Any business that has been disclosed to the Chairman and members prior to the meeting), 22-14FP (a) (Terms of Reference), 23-14FP (To consider the Council Risk Management Plan) and 24-14FP (Health and Safety – both recommendations contained therein), 25-14 (Council Chambers) and 30-14FP (Any Other Business) are adopted and implemented. Pursuant to minute 17-14FP (Election of Vice Chairman) it was noted that the word “Vice” was missing from this minute. Pursuant to minute 24-14FP (Health and Safety – Defibrillator) Councillor Mrs. R A Southworth sought to understand how the training would be provided to operate the equipment. Councillor J Tivnan was of the opinion that little or no training is required for this type of equipment. The Deputy Town Mayor suggested a supplier where the equipment could be purchased. Pursuant to minute 30-14FP (Any other business) Councillor G J Davis explained to members possible proposals for the lower end of Fore Street following the recent meeting involving Cornwall Council officers. Councillor Mrs. R A Southworth sought an explanation as to what this Council were asking. Councillor Mrs. Southworth sought to understand how much the Council were asking to be loaned and also for what purpose. Councillor Mrs. Southworth voiced concern at this Council taking on more debt. Councillor E H Andrews explained that the proposal was just a preliminary enquiry without prejudice and would not bind this Council to any contract. Councillor Mrs. J M Martin suggested some of the areas that an enquiry might cover. Councillor G J Davis reminded members that the Council were to have a stall in Cambridge Field on the day of the carnival. Members were also reminded that two officers from Cornwall Council would be attending next meeting of the Development and Localism Committee to discuss proposals at the lower end of Fore Street.

50-14 Financial Comparison and External Audit

It was **resolved** that the May 2014 financial comparison (as circulated) is received and adopted. The Clerk spoke on various items within the comparison and confirmed that the Assistant Town Clerk had signed off the Receipts and Payment ledgers in the cash book together with confirming the reconciliation for May is accurate as part of the separation of duties protocols. The Clerk also reported receipt of the external audit report from the Council’s auditors Grant Thornton LLB. The Council had been “signed off” by the auditors with no material issues. The auditors have made a recommendation that did not affect their opinion and that is the Council should review the most recent financial regulation template that includes matters relating to the Internal Auditor and internal audit processes. Members acknowledged that the Council had the relevant processes in place and clearly minuted but acknowledged that it should be included within financial regulations. The Clerk would also add to the newly revised regulations the further and additional processes this Council had in place to underpin the process. The newly revised financial regulations would be presented to the September meeting of the Finance and Personnel Committee for consideration.

51-14 Accounts for payment

PAYEE	REASON	GROSS	(VAT)	NETT
British Telecom	Phone Bill	54.34	9.06	45.28
ITEC	Photocopies	57.08	9.51	47.57
David Ralph	Footpath Cutting 4 & 7	300.00	0.00	300.00
British Gas	Electricity - Antony Road Toilets	19.05	0.91	18.14
Viking Direct	Stationery/Stamps	127.18	7.53	119.65
Cornwall Council	Non Domestic Rates (May)	1,111.00	0.00	1,111.00
British Telecom*	Phone Bill	39.97	4.41	35.56
NDF Civils &Property**	Benodet Park/Rendel/Ambulance	195.00	0.00	195.00
Barrie Birch	Key Replacments - Benodet Park	25.00	0.00	25.00
G W Brown	Roof Repairs	95.00	0.00	95.00
Cornerstone Vision	Tyhee Times	120.00	20.00	100.00
Tamar Laundry	Laundry Tea Towels/Tablecloths	74.54	12.42	62.12
Firewatch	Alarms Labour Charges	255.00	42.50	212.50
Firewatch	Fire Extinguishers/Sign	102.70	17.12	85.58
Firewatch	Annual Inspection/Parts/Refills	437.02	72.84	364.18
Nisbets	Cutlery	20.11	3.35	16.76
A D Smith	Reimbursement Clock/Key	8.00	0.00	8.00
Security Dynamics	CCTV - Hardware	364.00	0.00	364.00
WesternWeb	Mayors Diary facility	18.00	3.00	15.00
Firewatch SW	Alarm Call Out	127.50	21.25	106.25
Viking Direct	Labels	5.00	0.83	4.17
BNP Parabas	Photocopier	522.72	87.12	435.60
EE T Mobile	Phone Bill	21.72	3.62	18.10
Orange	Phone Bill	35.14	5.86	29.28

*Rebate of £13.50 + VAT is due from BT

** The Mayor would approach the Tamar Bridge and Torpoint Ferry Manager to ask for a refund of the Rendel Park maintenance.

52-14 Correspondence

a) Sheryll Murray MP – First Great Western Services.
Noted.

b) M A Watkiss – Rendel Park.

Noted. The Mayor confirmed that he had sent the original letter addressed to himself to the Tamar Bridge and Torpoint Ferry Manager to consider and reply. Councillor B Hobbs reported that he would raise the points made by Mr Watkiss at the Joint Committee meeting. The Deputy Town Mayor suggested that any information from the Committee should be in writing. Councillor Mrs J M Martin urged the Council to give an appropriate response. Councillor Tivnan suggested it would be easier for members to consider this matter with access to the letters prior to the meeting other than just being included as an agenda item. Using technology was the considered the most effective way forward. It was **resolved** that the Clerk would acknowledge the letter given the information to date and that a further response would be given when the additional information was available.

53-14 Reports

a) Cornwall Council:-

Councillor B Hobbs drew attention to an issue with buses running engines at 6.30 am and disturbing residents in the Goad Avenue area. It was resolved that contact would be made with the bus companies asking that drivers desist from this practice. Councillor Hobbs then spoke on housing allocations and

discussion centred on the vacant premises at Albion Court. Members discussed the proposals in the email that was then noted. The Deputy Town Mayor drew attention to overhanging trees in Harvey Street that were causing a problem. The Deputy Town mayor called for the trees to be trimmed and pruned.

b) Torpoint Town Partnership (TTP):-

The Mayor reminded members that the carnival will be held on the 5th July and appealed for help and assistance on the day. The Mayor also drew attention to the next meeting of the Gorsedh Committee that would be followed by a meeting of the TTP. The Mayor concluded by announcing that it was intended to form an Armed Forces sub-committee that would meet at 8.30pm on Monday 30th June 2014.

54-14 Date of the next meeting.

Thursday 17th July 2014.

55-14 Adjournment of the Meeting

It was **resolved** that the meeting stand adjourned until after the Town Meeting. It was further resolved to exclude the Public and Press as items to be discussed involved staff and staff contracts (Public Bodies (Admission to Meetings) Act 1960). The minute is listed as confidential and appended to these minutes.

Meeting closed at 8.45p.m.Town Mayor

OPEN FORUM

There was no questions raised by members of the public.