



TORPOINT TOWN COUNCIL

NOTICE is hereby given that a meeting of Torpoint Town Council will be held on Thursday 16th March 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) PA23/01285 – Demolish existing Good Templar’s Hall and replace with a single dwelling – St. John Ambulance or The Good Templar’s Hal, Ferry Street, Torpoint PL11 2AY.
- 4. Cornwall Council Reports** (both as circulated).
- 5. Police Activity Report** (to follow).
- 6. Minutes of the previous meeting.**

Minutes of the previous meeting held on Thursday 16th February 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 (197-22 (a) refers).
 - b) Disseminate opportunity for youth groups to attend question and answer sessions at the Council Chambers (minute number 198-22 refers).
 - c) Publicise defibrillator financial information (minute number 2032-22 refers).
 - d) Hedgehog Highway Project (minute 205-22 (a) refers).
- 8. Mayor’s communications.**
- 9. Finance and Operations Committee.**

Minutes of the meeting held on Monday 27th February 2023 and to consider the recommendations in the minutes: - 119-22F&O (b) (Safeguarding Policy), 119-22F&O (c) (Model Councillor – Officer Protocols), 119-22F&O (d) (Financial Risk Management Protocols), 120-22F&O (d) (Internal Controls Scrutiny) and 120-22F&O (e) (Council Insurance Renewal 1st April '23 – 31st March '24), as circulated.
- 10. Development and Localism Committee.**

Minutes of the meeting held on Thursday 2nd March 2023 and to consider the recommendation in the minutes:- 134-22D&L (a) (Communications Policy), as circulated.
- 11. Personnel Committee.**

Minutes of the meeting held on Thursday 9th March 2023 and to consider the recommendations in the minutes: - 44-22Pers (a) (Drugs and Alcohol Policy) and 45-22 (b) (Delegated authority for payment of Q4 Salaries/Mayoral Allowance invoice), as circulated.
- 12. Question of which notice has been given or notice of motion.**
- 13. Torpoint Ferry Statistics** (to follow).

14. Financial Information.

February 2023 Budget Variance and update from the Clerk on the Public Works Board Loan (Budget for the financial years' 2022-23 and 2023-24 (as circulated)).

15. Accounts for payment.

PAYEE	Invoice /Reference No.	GROSS (£)	(VAT) (£)	NETT (£)	REASON
Don Benson	INV 36	48.00	0.00	48.00	Clock Winding
D J W Window Cleaning	INV0054	18.00	3.00	15.00	Bus Shelter Cleaning
Rame Refuse	INV6074	750.00	125.00	625.00	Collection of Tennis Hut Debris
Western Web Limited	PO-0295	54.00	9.00	45.00	Website Changes
Biffa	INV 522C07787	38.84	6.47	32.37	Recycling Collection Library
Biffa	INV522C07789	38.84	6.47	32.37	Recycling Collection Chambers
Biffa	INV522C07788	54.61	9.10	45.51	General Waste Collection Library
Biffa	INV522C07790	71.32	11.89	59.43	General Waste Collection Chambers
Cornwall Council - Rm 6 Bus Rates	802720466	125.00	0.00	125.00	Business Rates
Cornwall Council - Bus Rate Chambers	802311466	1,509.00	0.00	1,509.00	Business Rates
Cornwall council - Bus Rate Library	802715760	410.00	0.00	410.00	Business Rates
Richards Builders Merchants Ltd	INV 849044	22.14	3.69	18.45	Tennis Courts Refurbishment
Richards Builders Merchants Ltd	INV 848743	13.96	2.33	11.63	Tennis Courts Refurbishment
Richards Builders Merchants Ltd	INV 848486	5.78	0.96	4.82	Tennis Courts Refurbishment
Richards Builders Merchants Ltd	INV 848518	408.44	68.07	340.37	Tennis Courts Refurbishment
Richards Builders Merchants Ltd	INV 848503	63.11	10.52	52.59	Tennis Courts Refurbishment
Richards Builders Merchants Ltd	INV 847332	107.76	17.96	89.80	Foundations for Memorial Seat
Richards Builders Merchants Ltd	INV 848319	65.67	10.94	54.73	Tennis Courts Refurbishment
Richards Builders Merchants Ltd	INV 848157	10.21	1.70	8.51	Tennis Courts Refurbishment
Richards Builders Merchants Ltd	INV 848031	57.68	9.61	48.07	Tennis Courts Refurbishment
Richards Builders Merchants Ltd	INV 848477	19.60	3.27	16.33	Tennis Courts Refurbishment
ITEC	Inv 834607	47.50	7.92	39.58	Printer Monitoring
Cornwall Council - Garage	INV 34190700166	61.32	10.22	51.10	Garage Rent
Kathy's Fruit & Veg	INV 57	60.55	0.00	60.55	Library Café Supplies
RD Johns Ltd	INV 299649	64.23	3.56	60.67	Library Café Supplies
The Play Inspection Company	59721/ PO-0306	1,512.00	252.00	1,260.00	Play Park Licence Fee



16. Correspondence.

- a) Affordable Housing Newsletter First edition January 2023 – Affordable Housing Team Cornwall Council (as circulated).
- b) 2023 Off-Street Parking Order – comment on the proposals – Cornwall Council (as circulated).
- c) Torpoint Foodbank premises - Liskeard & Looe Foodbank including Torpoint & Rame Peninsula (as circulated).
- d) Buildings at risk update and details of new Cornish book (as circulated).
- e) Two upcoming online events of interest (VAT on Sports Fees) (Water Resilience and De-Salination in Cornwall) – CALC (as circulated).

17. Reports.

- a) Neighbourhood Development Plan - notes from the meeting of Tuesday 28th February 2023 and to consider the recommendations in the minutes: - 32-22NDP (b) (Instruct Clifton Emery Design for NDP work), 32-22NDP (b) (Waive Financial Regulations - Contracts) and 32-22NDP (d) (Instruct GoCollaborate for an NDP Regulation 14 online consultation platform & associated services), (as circulated).
- b) Torpoint Town Partnership.
- c) Town Team Project Board – notes of the meeting of Thursday 23rd February 2023 (as circulated).
- d) Reports from delegates to outside bodies.
- i) Torpoint Archives & Heritage Centre Feb 2023 (as circulated).

18. Date of next meeting.

Thursday 20th April 2023.

A handwritten signature in black ink that reads 'C F Southworth' with a horizontal line underneath.

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

Friday 10th March 2023