



## TORPOINT TOWN COUNCIL

NOTICE is hereby given that a meeting of Torpoint Town Council will be held on Thursday 20<sup>th</sup> April 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.**  
None.
- 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 16<sup>th</sup> March 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 (minute 214-22 (a) refers).
  - b) Publicise election costs on social media (minute 215-22 refers).
  - c) Increase Reserves Election costs for financial year 2023/24 (minute 221-22 refers).
- 8. Mayor's communications.**
- 9. Finance and Operations Committee.**  
Minutes of the meeting held on Monday 3rd April 2023 and to consider the recommendations in the minutes: - 137-22F&O (c) (Civic Protocols) and 137-22F&O (c) (Set up an 'Honours Sub Committee'), as circulated.
  - a) Torpoint Town Crier application (David Green) (as circulated).
- 10. Development and Localism Committee.**  
Minutes of the meeting held on Thursday 13<sup>th</sup> April 2023 and to consider any recommendation in the minutes (to follow).
- 11. Question of which notice has been given or notice of motion.**
- 12. Torpoint Ferry Statistics and information on Torpoint Ferry PLYM** (to follow).
- 13. Financial Information.**  
March 2023 Budget Variance (as circulated).

#### 14. Accounts for payment.

PAYEE	Invoice /Reference No.	GROSS (£)	(VAT) (£)	NETT (£)	REASON
FOY-AIR Enterprises Ltd T/A LittleMops	INV 1992	12.48	2.08	10.40	Consumables Library
FOY-AIR Enterprises Ltd T/A LittleMops	INV 1990	93.39	15.56	77.83	Consumables Council Chambers
FOY-AIR Enterprises Ltd T/A LittleMops	INV 1991	83.99	14.00	69.99	Consumables Public Conveniences
Cornwall Council	34190700166	67.52	11.26	56.26	Garage Rent
Kathy's Fruit & Veg	INV 056	54.90	9.15	45.75	Café Supplies
Biffa	INV 522C 19177	25.90	4.32	21.58	Waste Collection
Biffa	INV 522C 19178	36.41	6.07	30.34	Waste Collection
Biffa	INV 522C 19179	25.90	4.32	21.58	Waste Collection
Biffa	INV 522C 19180	47.54	7.92	39.62	Waste Collection
NABMA	INV 23/256	384.00	0.00	384.00	Membership Subscription
Contacta Systems Ltd	PO-0296	288.00	48.00	240.00	Hearing Loop Service
Cornwall ALC Limited	PO-0303 INV 935 1609 24	432.00	72.00	360.00	CilCA Training
Kernow Aerials	INV 23/138	240.00	40.00	200.00	Put Up and Take Down of Bunting
Richards Builders Merchants Ltd	INV 849973	29.17	4.86	24.31	Mushroom Bin Installation
Richards Builders Merchants Ltd	INV 849969	6.48	1.08	5.40	Mushroom Bin Installation
Richards Builders Merchants Ltd	INV 850116	7.10	1.18	5.92	Parks Maintenance
Richards Builders Merchants Ltd	INV 850463	14.77	2.46	12.31	Parks Maintenance
Richards Builders Merchants Ltd	INV 850629	4.22	0.70	3.52	Parks Maintenance
Cornish Tea & Cornish Coffee Co Ltd	INV SL70784	260.50	0.00	260.50	Café Supplies Library
Complete Business Solutions Group Ltd	SINV036234101	141.20	23.53	117.67	Stationery Order
Itec	INV 739581	59.72	9.95	49.77	Xerox Meter Readings June 2022
L&L Diverse Solutions Limited	INV 004/2023	3,288.00	548.00	2,740.00	4 Days Consultancy at £685 per day
Cornwall Council	802311466	1,322.00	0.00	1,322.00	May '23 Business Rates Council Chambers
Cornwall Council	802720466	111.00	0.00	111.00	May '23 Business Rates Room 6
Cornwall Council	802715760	403.00	0.00	403.00	May '23 Business Rates Library
Cornwall Council	802923069	54.00	0.00	54.00	May '23 Business Rates Tennis Courts

#### 15. Correspondence.

- Tamar Crossings Newsletter March 2023 – Tamar Crossings (as circulated).
- Cost of Living Crisis in Cornwall information, including Torpoint Parish Dashboard of clients helped – Citizens Advice Cornwall (as circulated).
- Upcoming Training and Development Bulletin April and May 2023 – CALC (as circulated).

#### 16. Reports.



- a) Neighbourhood Development Plan - notes from the meeting of Tuesday 28<sup>th</sup> March 2023 (as circulated).
- b) Torpoint Town Partnership.
- c) Town Team Project Board – notes of the meeting of Wednesday 12<sup>th</sup> April 2023 (to follow).
- d) Reports from delegates to outside bodies.
  - i) Torpoint Archives & Heritage Centre March 2023 (as circulated).

**17. Date of next meeting.**

Thursday 18<sup>th</sup> May 2023 – Annual Meeting (Mayor Making).

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 14<sup>th</sup> April 2023