



## TORPOINT TOWN COUNCIL

NOTICE is hereby given that a meeting of Torpoint Town Council will be held on Thursday 15<sup>th</sup> June 2023 at 7.00pm in the Committee Road, 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. To fill the Councillor vacancy in the West Ward** (information as circulated).
- 4. Planning Applications.**
  - a) PA23/03295 Advertisement consent to replace existing double-sided internally illuminated 6 sheet bus shelter advertising displays with double-sided digital displays. 7001-0008 Bus Shelter Antony Road Torpoint.
  - b) PA23/03296 – Advertisement consent to replace existing double-sided internally illuminated 6 sheet bus shelter advertising display facing the inside of the shelter – reverse side of the digital display to be a non-advertising, no-illuminate space for council or community content. 7001-0017 Bus Shelter Nr The Old Rowing Club Ferry Street Torpoint.
- 5. Cornwall Council Reports** (one as circulated, one to follow).
- 6. Police Activity Report** (to follow).
- 7. Minutes of the previous meeting.**
  - a) Minutes of the Annual meeting held on Thursday 18<sup>th</sup> May 2023 (as circulated).
  - b) Minutes of the Adjourned meeting held on Thursday 25<sup>th</sup> May 2023 (as circulated).
  - c) Minutes of the Extraordinary meeting held on Thursday 8<sup>th</sup> June 2023 (to follow).
- 8. Matters arising from the minutes.**
  - a) To correspond with Cornwall Council regarding Footpath 3 Torpoint – Definitive map and statement [10 Trematon Close, PL11 2JG] (minute 28-23 refers) (information as circulated).
  - b) To sign the engrossments for the Public Conveniences, Antony Road, Torpoint with Cornwall Council, Torpoint Town Council and Plymouth Boat Park Limited (minute 31-23 (a) refers).
- 9. To approve the Annual Return and Accounts for 2022-2023.** (All Financial Papers and Internal Audit Report as circulated.)
  - a) Annual Governance Statement.
  - b) Accounts Information/Financial Statement and Internal Audit Report.
- 10. Mayor's communications.**
- 11. Finance and Operations Committee.**

Minutes of the meeting held on Tuesday 30<sup>th</sup> May 2023 and to consider the recommendations in the minutes: 21-23F&O (a) (Code of Conduc), 21-23F&O (b) (Terms of Reference Finance and Operations Committee), 21-23F&O (c) (Standing Orders), 21-23F&O (d) (Health and Safety Policy) and 22-23F&O (d) (Purchase replacement nest swing), (as circulated).

**12. Development and Localism Committee.**

Minutes of the meeting held on Thursday 1<sup>st</sup> June 2023 and to consider any recommendations in the minutes: 25-23D&L (a) (Terms of Reference Development and Localism Committee) and 34-23D&L (d) (Public Spaces Protection Order renewals), (as circulated).

**13. Personnel Committee.**

Minutes of the meeting held on Thursday 8<sup>th</sup> June 2023 and to consider any recommendations in the minutes (to follow).

**14. Question of which notice has been given or notice of motion.**

**15. Torpoint Ferry Statistics (to follow).**

**16. Financial Information.**

May 2023 Budget Variance (as circulated).

**17. Accounts for payment.**

PAYEE	Invoice /Reference No.	GROSS (£)	(VAT)(£)	NETT (£)	REASON
Cornwall Council	802311466	£1,322.00	£0.00	£1,322.00	July '23 Business Rates Council Chambers
Cornwall Council	802720466	£111.00	£0.00	£111.00	July '23 Business Rates Room 6
Cornwall Council	802715760	£403.00	£0.00	£403.00	July '23 Business Rates Library
Cornwall Council	802923069	£54.00	£0.00	£54.00	July '23 Business Rates Tennis Courts
Don Benson	INV 39	£60.00	£0.00	£60.00	St James Clock Winding
FOY-AIR Enterprises Ltd T/A LittleMops	INV 2015	£197.77	£32.96	£164.81	Consumables Council Chambers
Biffa	INV 522C32122	£25.90	£4.32	£21.58	Recycling Collection Library
Biffa	INV 522C32123	£36.41	£6.07	£30.34	Waste Collection Library
Biffa	INV 522C32124	£25.90	£4.32	£21.58	Recycling collection Council Chambers
Biffa	INV 522C32125	£47.54	£7.92	£39.62	Waste Collection Council Chambers
FOY-AIR Enterprises Ltd T/A LittleMops	INV 2017	£64.04	£10.67	£53.37	Consumables Library
FOY-AIR Enterprises Ltd T/A LittleMops	INV 2016	£100.87	£16.81	£84.06	Consumables Public Conveniences
Cornwall Council - Sea Gull Proof Sacks	101006574137	£67.00	£0.00	£67.00	Seagull Sacks
B E White	INV 021/23	£850.00	£0.00	£850.00	Accountancy Fees 2021/2022 and 2022/2023
ITEC	INV 868690	£62.53	£10.42	£52.11	Photocopier Cartridge Monitoring
Cornish Tea & Cornish Coffee Co Ltd	SL72821	£201.58	£0.00	£201.58	Café Supplies Library
Cornwall Council - Dog Waste Bags	INV 810037 2218	£32.22	£5.37	£26.85	Dag waste Bags
Western Web Limited	INV 23851	£36.00	£6.00	£30.00	Website Updates - Councillor Biographies
Cormac Solutions Ltd	CINV-027227	£641.69	£106.95	£534.74	Topping Up of Salt Bins
Cornwall Council - Sea Gull Proof Sacks	INV 810037 2746	£97.00	£0.00	£97.00	Seagull Sacks
The Festive Lighting Company Ltd	INV 20743	£3,427.51	£571.25	£2,856.26	Year 2 Hire Charges

Hudson Accounting Limited	INV 717	£450.00	£0.00	£450.00	Year Audit Reoprt
ASG Security	INV 40392	£338.57	£56.43	£282.14	Alarm Service
ASG Security	INV 40391	£145.04	£24.17	£120.87	Emergency Ligting Service
Duchy Defibrillators	INV JN1135	£228.00	£38.00	£190.00	Annual Monitoring Fee
Cornwall Council - Dog Waste Bags	INV 810379977	£32.22	£5.37	£26.85	Dog Waste Bags
ADS Gas	INV 2866	£240.00	£40.00	£200.00	Gas Safety Checks and Certificates – Chambers
L & L Diverse Solutions	INV 006/2023	£2,466.00	£411.00	£2,055.00	Three days consultancy support Torpoint Projects, funding and bids

**18. Correspondence.**

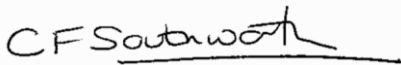
- a) Local Council Planning Training 2023 – 11<sup>th</sup> July 2023 – Cornwall Council (as circulated).
- b) CALC New Reound-up Friday 9<sup>th</sup> June 2023 – CALC (as circulated).

**19. Reports.**

- a) Neighbourhood Development Plan.
- b) Torpoint Town Partnership.
- c) Town Team Project Board – notes of the meeting of Tuesday 16<sup>th</sup> May 2023 (as circulated).
- d) Reports from delegates to outside bodies.
  - i) Torpoint Archives & Heritage Centre May 2023 (as circulated).

**20. Date of next meeting.**

Thursday 20<sup>th</sup> July 2023.



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

Friday 9<sup>th</sup> June 2023