



## TORPOINT TOWN COUNCIL

NOTICE is hereby given that a meeting of Torpoint Town Council will be held on Thursday 17<sup>th</sup> August 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) PA23/04530 – Create a new dual purpose forestry track to facilitate felling and extraction of diseased Ash trees within the woodland for safety purposes. Propsoed upgrading works to circa 60m of existing pedestrian track to the East of the stream. Quarry Park, Bottom Woods, Woodland Way, Torpoint.
  - b) PA23/05483 – Non material amendment to decision PA21/12428 dated 22.04.2022 for the removal of external stone cladding from the gable ends and rear elevations to be replaced with a render finish, the Insertion of a tall narrow slot window at first floor level in the north facing gable end and anthracite grey aluminium windows to be replaced with anthracite grey upvc windows. 98 Marine Drive, Torpoint PL11 2EN.
  - c) PA23/05585 Front porch. 12 Chapeldown Road, Torpoint PL11 2HT.
  - d) PA23/05787 – Proposed Change of use from Offices to Hot Food Takeaway with sit in functions and the installation of extraxtion equipment. 2 York Road, Torpoint PL11 2LG.
- 4. Cornwall Council Reports** (one report as circulated, one to follow).
- 5. Police Activity Report** (to follow).
- 6. Minutes of the previous meeting.**
  - a) Minutes of the meeting held on Thursday 20<sup>th</sup> July 2023 (as circulated).
- 7. Matters arising from the minutes.**
  - a) To continue to correspond with Cornwall Council regarding Footpath 3 Torpoint – Definitive map and statement [10 Trematon Close, PL11 2JG] (minute 73-23 (a) refers).
  - b) To sign the engrossments for the Public Conveniences, Antony Road, Torpoint with Cornwall Council, Torpoint Town Council and Plymouth Boat Park Limited (minute 73-23 (b) refers). See final Public Conveniences Specification (as circulated).
  - c) To respond to the Freedom of Information request Emissions Data – Helen Cross (minute 81-23 (b) refers).
- 8. Mayor’s communications.**
- 9. Extraordinary Development and Localism Committee**
  - a) Minutes of the meeting held on Thursday 3<sup>rd</sup> August 2023 and to consider the recommendation in the minutes: 57-23D&L (a) (Tennis court improvements), (as circulated).
- 10. Question of which notice has been given or notice of motion.**

- 11. Torpoint Ferry Statistics** (to follow).
- 12. To note the updated Committee/Working party structure** (as circulated).
- 13. To note the updated Policy List** (as circulated).
- 14. Financial Information.**  
July 2023 Budget Variance (as circulated).

**15. Accounts for payment.**

PAYEE	Invoice /Reference No.	GROSS (£)	(VAT)(£)	NETT (£)	REASON
Cornwall Council	July 2023	54.00	0.00	54.00	Sep '23 Bus Rate Tennis Courts
Cornwall Council	INV 802311466	1,322.00	0.00	1,322.00	Sep '23 Bus Rate Chambers
Cornwall Council	INV 802715760	403.00	0.00	403.00	Sep '23 Bus Rate Library
Cornwall Council	INV 802720466	111.00	0.00	111.00	Sep '23 Rm 6 Bus Rates
Don Benson	INV 41	48.00	0.00	48.00	clock winding St James
Biffa	INV 522C48929	80.09	13.35	66.74	recycling collection library
Biffa	INV 522C48930	91.66	15.28	76.38	recycling collection chambers
ITEC	INV 891757	85.79	14.30	71.49	printer meter readings
Richards Builders Merchants Ltd	INV 867564	81.51	13.58	67.93	Parks Maintenance
Richards Builders Merchants Ltd	INV 866981	74.33	12.39	61.94	Parks Maintenance
FOY-AIR Enterprises Ltd T/A LittleMops	INV 2052	40.73	6.79	33.94	consumables library
FOY-AIR Enterprises Ltd T/A LittleMops	INV 2051	100.59	16.76	83.83	Consumables public conveniences
Richards Builders Merchants Ltd	INV 866440	3.88	0.65	3.23	Parks Maintenance
Richards Builders Merchants Ltd	INV 865904	13.00	2.17	10.83	Parks Maintenance
Beaver Blinds	INV 81428	312.00	52.00	260.00	Blinds for room 5
David Green (Town Crier)	Expenses Claim	30.00	0.00	30.00	AHGTC membership
Richards Builders Merchants Ltd	INV 866233	24.39	4.06	20.33	Parks Maintenance
Richards Builders Merchants Ltd	INV 865316	150.88	25.15	125.73	Library Shed Installation
Richards Builders Merchants Ltd	INV 865331	48.26	8.04	40.22	Library Shed Installation
Biffa	INV 522C48931	80.09	13.35	66.74	waste collection library
Biffa	INV 522C48932	90.84	15.14	75.70	waste collection chambers
Richards Builders Merchants Ltd	INV 864788	45.25	7.54	37.71	Parks Maintenance
Richards Builders Merchants Ltd	INV 864775	13.70	2.28	11.42	Library Shed Installation
L&L Diverse Solutions Limited	INV 010/2023	2,055.00	342.50	1,712.50	development projects consultancy
Moor 2 Shore	INV 1379	80.00	13.33	66.67	carpet cleaning Clerks office
Richards Builders Merchants Ltd	INV 864645	32.86	5.48	27.38	Parks Maintenance
Richards Builders Merchants Ltd	INV 864644	12.73	2.12	10.61	Parks Maintenance
James Hallam Ltd	INV 525781733	107.61	11.96	95.65	Additions to fixed asset register
FOY-AIR Enterprises Ltd T/A LittleMops	INV 2050	63.58	10.60	52.98	Consumables Chambers
Westcare Limited	SORD00205028	144.00	24.00	120.00	Stationery Library
Westcare Limited	SORD00205023	62.63	10.44	52.19	Stationery Chambers

Westcare Limited	SORD00204936	110.24	18.37	91.87	Stationery Chambers
Cornish Tea & Cornish Coffee Co Ltd	INV SL75354	157.72	0.00	157.72	Library café supplies
Saltash Town Council	INV-4975	100.80	16.80	84.00	First Aid Training (2 employees)
Richards Builders Merchants Ltd	INV 867587	21.99	3.67	18.32	Parks Maintenance
Cornwall Council	INV 8100392717	97.00	0.00	97.00	Sea Gull Proof Sacks
Richards Builders Merchants Ltd	INV 865330	23.50	3.92	19.58	Parks Maintenance
Cornwall Council	INV 8100392461	57.24	9.54	47.70	dog waste bags
Sea Cadets	INV 232	100.00	16.67	83.33	Sea cadets band for Civic Parade
Page Construction	INV 200723TTC	690.00	115.00	575.00	Maintenance to Council Hall doors
Cornish Tea & Cornish Coffee Co Ltd	SL75679	161.16	0.00	161.16	Library café supplies
Daniel Tweedie Plastering	INV0058	780.00	0.00	780.00	Repair/plaster and remove waste – ceiling York Road entrance toilets
	<b>TOTAL</b>	<b>8,163.05</b>			

### 16. Correspondence.

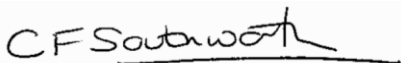
- Rural / Market Towns Group – subscriptions for the rest of 2023/24 (as circulated).
- Liquidation of Torpoint Entertainment Services Limited T/A The Old Rowing Club – Joint Liquidator (xeinadin Corporate recovery) (as circulated).
- Employer Pensions Newsletter July 2023 – Cornwall Pension Fund (as circulated).
- Tidworth Town Council’s New Civic Centre – Update July 2023 – South West Project Management (as circulated).
- Planning News for Local Councils and Agents – Cornwall Council (as circulated).
- Homechoice review - Reminder to complete the consultation – Cornwall Council (as circulated).
- Adopt and fund maintenance of new AED being installed at Trevorder (map of AED’s enclosed) – Mr R D White (as circulated).

### 17. Reports.

- Neighbourhood Development Plan (NDP) - To accept the minutes of the NDP steering group meeting held Wednesday 26<sup>th</sup> July 2023 and consider the recommendations: - 15-23NDP (a) (Accept the findings of the Habitats Regulations Assessment and Strategic Environmental Assessment) and 15-23 (c) (To instruct Go Collaborate to commence production of the online community consultation and instruct Clifton Emery Design to produce the story boards, which will accompany the Regulation 14 Consultation exhibition work), all prices as previously agreed by the council (as circulated).
- Torpoint Town Partnership (report from the Deputy Mayor).
- Town Team Project Board.
- Reports from delegates to outside bodies.
  - TAHC report July 2023 (as circulated).

### 18. Date of next meeting.

Thursday 21<sup>st</sup> September 2023.



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

Friday 4<sup>th</sup> August 2023