

TORPOINT TOWN COUNCIL

MINUTES of a meeting of Torpoint Town Council held on Thursday 18th September 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, L E Keise, Mrs J M Martin, R A Southworth and J Tivnan plus the Town Clerk with the Assistant Town Clerk in attendance.

Also present: - P C Williams – Beat Manager for Torpoint.

71-14 Apologies for Absence:-

Apologies for absence were submitted on behalf of Councillors Mrs. C A Jackson, Miss J L Kinsman and Mrs C I A Trueman. The Clerk reported receipt of a letter from Councillor Mrs C I A Trueman resigning from the Council. The Clerk had informed Cornwall Council and the process to fill the casual vacancy had begun. Members expressed disappointment and sympathy at the resignation and it was **resolved** to write a letter to Mrs Trueman in thanks for the work and commitment to this Council.

72-14 Declarations of interest relating to items on the agenda:-

Non Registerable interests (NRI) were declared by

The Deputy Town Mayor (Councillor M J Crago) – Agenda item 12 (as a member of the Torpoint Moorings Association).

Councillor B Hobbs – Agenda item 12 (as a member of the Torpoint Moorings Association).

Councillor Mrs R A Southworth Agenda item 12 (married to the treasurer of the Torpoint Moorings Association).

73-14 Police Report:-

PC Williams reported to members on behalf of the police. The crime reports for July and August (as previously circulated) were noted (August figures in parenthesis)

31 (32) crimes in the town consisting of

11 (13) thefts

6 (6) assaults

4 +1 attempted (4) burglaries

3 (2) criminal damage

4 drugs possession

1 sexual offence

1 possession of offensive weapon

(3) public order offences

(1) motor vehicle interference

(1) cause deposit of controlled waste

PC Williams informed the meeting that Acting Sargeant Ian Griffiths temporary tenure would finish in early October when Sgt Angela Crowe would return in charge of Saltash and Torpoint. PC Williams also announced that in response to recent crimes in the area one offender had been jailed for 2½ years and another was on bail and under curfew. In response to a theft of copper pipe from a vehicle in Marine Drive PC Williams announced that a blood sample had identified the DNA and this was assisting in identifying the offender. It was also announced that since the installation of Acting Sargeant Griffiths vehicle interference had dropped by 33% that had to be reassuring to the residents of the town. PC Williams also confirmed

that additional police cadets were being recruited, the coverage of the area had resulted in high profile policing and concluded by detailing the use of social media and the benefits that resulted from this approach especially in engaging with residents.

Councillor J Tivnan informed the meeting a public spirited resident had taken personal information and documents that had been found to the police station only to discover that a parking ticket had been issued for parking outside the police station. It was considered that this was not conducive for good relations or any encouragement for residents to engage with the police especially when the appeal against the parking ticket had been refused. During the discussion Councillor B Hobbs announced that this matter was being reconsidered by Cornwall Council.

74-14 Minutes of the previous meeting:-

The minutes of the meeting held on Thursday 17th July 2014 was taken as read, confirmed and signed by the Mayor.

75-14 Matters arising from the Minutes:-

None.

76-14 Mayors Communications

Mayors Diary:-

Tuesday 15th July – Attended the Torpoint Community College Awards Evening. Congratulations to all the winners.

Thursday 17th July - Torpoint Community College and Rame Ten Tors 50th Anniversary Reunion. It was good to see some of the past and present students and staff who took part over the 50 years.

Friday 18th July - Torpoint Nursery and Infant School to a Thank You Afternoon.

Friday 18th July - STC presentation to the Boxing Club at the Queens Arms.

Saturday 19th July - Torpoint & Rame Peninsula Lions Club Fete at The TC College Grounds which was officially opened by Captain Bob Fancy. A very enjoyable afternoon had by all.

Wednesday 23rd July -Torpoint Nursery and Infants School Assembly. Year 2 students move to Carbeile Junior School in September. The children are a credit to all the staff and helpers at the school.

Wednesday 23rd July - Penny Geach's Retirement farewell Open Day. Enjoy Penny!

Thursday 24th July - Admiralty House- Flag Officer Sea Training Reception – it was nice to meet up with various Mayors, Business and Naval personnel from around Plymouth and SE Cornwall including Chris the Editor of the Advertiser.

Sunday 27th July - St James Church - Commemorative Service for the 100th Anniversary of World War 1. Thank you Lynn for a lovely service and also The Coppola School of Performing Arts Singers.

Saturday 2nd August - Torpoint Youth Football Funday and Dog Show. An enjoyable afternoon, well done to the organisers.

Sunday 3rd August - RBL & RNA Saltash Branch 100th Anniversary of World War 1 Church Service.

Monday 4th August - 100th Anniversary of World War 1 Commemorative Service at Cornwall County Hall, Truro 9.30am.

Monday 4th August – 9.30pm - St Andrews Church Commemorative Service for the 100th Anniversary of World War 1 then procession to Plymouth Hoe (Lights Out Service) at 11pm.

Tuesday 12th August – At Sainsbury's - Molly Montgomery had her hair shaved in aid of Cancer Research UK, Molly is a student at Torpoint Community College where a teacher Mr Richard Feast had recently passed away with a brain tumour. Molly's godmother Sarah Radley was there to see Molly have her hair shaved, Sarah had been diagnosed with cancer and sadly passed away three days after. Our thoughts are with all the families and friends at this very sad time.

Molly is donating her long locks to The Little Princess Trust which makes wigs for children. Well done Molly on raising over £1000 you are a credit to your friends, family and to Torpoint.

Thursday 21st August - Attended Ron Widdicombe's Memorial service at The Cornerstone Church.

Thursday 21st August - HMS Raleigh to witness the RBL bikers bringing the wreath of Respect to stay overnight in the church before going around the Country.

Monday 25th August - The Twinners – Taste of French at the Council Chambers due to the weather conditions.

From Monday 1st September – Gorsedh Week: Monday – Display at the Library – Torpoint at Sea.

Thursday 4th September - Launch of the Gorsedh Book - Council Chambers.

Friday 5th September - Gorsedh Conference and Dance in the evening.

Saturday 6th September – Gorsedh Day – My thanks to all who helped in any way to make it a day to remember. I would like to congratulate all the competition winners from the Torpoint & District Area:

Saturday 6th September Evening – Gorsedh Concert by all local talent – what a show!!

Sunday 7th September – The Gorsedh Church Service at Cornerstone Church.

Friday 12th September Girl Guides 10th Anniversary

Saturday 13th September RNA – to welcome all members of the RNA from Devon & Cornwall.

Saturday 13th – St Andrews Church Plymouth – Concert by a Choir from Wales Crymbles and the Rame Peninsula Male Voice choir.

Sunday 14th St Andrews Church Plymouth RAF Battle of Britain Memorial Service.

Wednesday 17th September – visit of the Kings Troop Royal Horse Artillery – what a great show and thank you to all who helped to make it a wonderful evening.

Congratulations to:

RNLI LifeGuards Andy Wrennal, Daniel Holly, Joe Saunders and Aidan Hetherington saving the family at Trgonhawke Beach, Whitsand Bay.

Miss Royle who saved a six-year-old pupil from choking has been awarded a top national life-saving honour. The frightening incident unfolded during a snack break at Torpoint Nursery and Infant School. The first year pupil, six-year-old Finley Owen, was eating a banana and suddenly began choking on it. His teacher Katie Royle, who is first aid trained, immediately moved in and slapped him firmly on the back repeatedly until the banana dislodged from his throat. Miss Royle is to receive a Royal Humane Society certificate of commendation for saving little Finley from choking and in addition to the award she has also won the personal praise of Dick Wilkinson, secretary of the Royal Humane Society. Speaking at the Society's headquarters on London as he announced the award, which has been made after her name was put forward by Elisabeth Carney-Haworth the school's head teacher, he said : Katie was the right person in the right place at the right time. "Choking is a frightening thing both for the person involved and those around and particularly for one as young as Finley. Thankfully Katie kept a cool head and knew exactly what to do and saved the day. She richly deserves the award that has been made to her. No date has yet been fixed for presentation of the award, but it is expected to take place in the near future.

All the Students at Torpoint Community College who passed their A Levels with almost 80% of students who applied for university gaining their first choice. I wish them all the very best for the future.

Chris Roper on receiving an award for her 24+ years in Girl guiding UK. The award was presented to Chris in Salisbury. She has done a lot over the years both locally and countywide for the organisation and the region is rewarding her. Congratulations Chris and thank you for all you do for the town.

Torpoint Ferry Crew has been praised for their quick actions and professionalism after they saved a woman from drowning in the River Tamar

Receipt was reported of a letter and also a book commemorating and illustrating the recent visit to the Houses of Parliament by pupils from the Torpoint Nursery and Infants School was circulated to members to peruse. The pupils also gained the "Speakers School's Council's Award" presented by the House of Commons Speaker. It was **resolved** to send a letter of congratulations to the school on receipt of the award.

The Mayor reported receipt of a letter from the recently retired Head teacher at Carbeile School expressing thanks for the gifts from the Council.

Receipt was also reported of letters from the Torpettes and Torpoint Nursery and Infant School both seeking financial assistance. It was **resolved** that this Council would request the normal format and

procedure is observed by referring the items to the Finance and Personnel Committee and additionally that the relevant application forms and any accompany documents are received by the Council. Councillor B Hobbs commended the Mayoress on her excellent speech in Cornish at the Gorsedh celebrations.

77-14 Planning Applications:-

a) PA14/07561 – 2, Buller Road, Torpoint – Construction of dwelling.

No objections or observations.

b) PA14/08269 – 26, Marine Drive, Torpoint – Proposed two storey rear extension to create a self-contained annexe. Creation of parking bay* in front garden including proposed cross over. Renewal of existing aluminium double glazed windows and doors to pvc double glazed including alteration of first floor bed 1 window to inward opening double glazed pvc doors with Juliet balcony to south elevation. Formation of raised timber decking adjacent to ground floor lounge double doors to south elevation.

The following observations were made

i) Would wish to see the proposal for a holiday let removed and not retained in the application.

ii) The current proposals are out of alignment with the current street scene.

iii) The windows overlooking neighbouring or adjoining properties should be fitted with fixed opaque glass

c) PA/08313 – Udal Garth, North Road, Torpoint – Notification to crown thin by 20% Sycamore (T1) and to remove Ivy up to 2 metres from ground to Bay Tree (T2).

No observations or further comments.

78-14 Minutes of the Development and Localism Committee

It was **resolved** that the minutes of the meeting held on Thursday 24th July 2014 are received and the recommendations in minutes 16-14DL (Terms of Reference) and 24-14DL (a) (Any Business that has been disclosed to the Chairman and members prior to the meeting) are adopted and implemented. Pursuant to minute 15-14DL (a) (Sparrow Park) it was reported that the Clerk has met and also discussed the proposals with Cornwall Council. It was suggested that the Council relinquish the planting licence for Sparrow Park in favour of Cornwall Council granting the licence to the current contractors Trebor Maintenance who would then maintain the area. The Clerk would pursue this further with the contractors. Pursuant to minute 15DL (b) (Weed Control) it was reported that a reply is still awaited from Cornwall Council on the Japanese Knotweed control following the meeting on the 7th July. Pursuant to minute 21-DL (b) (Poppy Appeal and Diary of Events) Councillor J Tivnan reported that the 4 wreaths orders were for wreath laying at St Andrews Church, Tamar Bridge, the memorial in Eliot Square and at Horson Cemetery. Pursuant to minute 24-DL (Any business that has been disclosed to the Chairman and members prior to the meeting) the Clerk reported on the meeting at Truro with the Chief Executive of Cornwall Council. It was noted in the budget suggestions that Cornwall Council were seeking to close larger re-cycling centres for a day per week and smaller centres might be closed. The Deputy Town Mayor drew attention to the proposed charges for taking materials to recycling centres insisting that this would lead to increased fly tipping and suggested that this Council should write to the Finance and Resources department at Cornwall Council asking for the matter to be reconsidered. Councillor G J Davis observed that this Council should submit a solution to this issue given the financial restraints and after further discussion it was **resolved** that the Council would suggest to Cornwall Council that an appropriate charge is placed on each vehicle using the facility rather than for the waste that was being deposited. Speaking to another aspect of the debate it was suggested that Cornwall Council issue a licence to an operative at Trevol Business Park to allow this locality to be used as a waste recycling centre.

79-14 Minutes of the Finance and Personnel Committee.

It was **resolved** that the minutes of the meeting held on Monday 1st September 2014 are received and the recommendations in minutes 45-14FGP (Managing Sickness Absence), 46-14FGP (a) (Debtors/Creditors and Overtime/Casual hours), 46-14FGP (b) (Insurance Schedule), 46-14FGP (d) (Proposed Photocopier Lease), 47-14FGP (a) Financial Regulations (Revision), 48-14(a)(i) Churches Together-Benodet Park, (ii) Community Health Around Torpoint (Fashion Show in the Council Chambers), (iii) Cancer Research. The confidential minute 53-14FGP was considered with the public and press excluded and considered within the confidential minute of this meeting [minute 87-14]. (Confidential minute – and the recommendations contained therein) are adopted and implemented. Pursuant to minute 44-14FGP (a) (Torpoint Youth Project – Request for financial assistance) Councillor B Hobbs explained the reasons for the grant application and the position of the youth workers. Councillor Hobbs also went into detail on the retraction of expenditure on this project by Cornwall Council. Councillor Mrs. J M Martin was unclear on the numbers of youths from Torpoint that this project would benefit and other matters were raised to which members sought clarity. After further discussion it was **resolved** to invite a representative from this organisation to address members prior to the October meeting of the Council at 6.30pm. Pursuant to minute 51-14FGP (Date of next meeting) it was noted that the Torpoint Community College event had been cancelled and it was therefore **resolved** that the next meeting of this Committee would revert to the original date of Monday 29th September 2014.

80-14 Minutes of the Asset Management and Operations Committee

It was **resolved** that the minutes of the meeting held on Thursday 4th September 2014 are received and the recommendations in minutes 53-14FP (To consider the Business Risk Management Plan), 54-14FP (c) (CCTV cameras), 55-14FP (Communication Strategy), 56-14FP (b) (Baby Changing Unit) and 56-14FP (d) Town Clock) are adopted and implemented. Pursuant to minute 54-14FP (c) (CCTV cameras) in response to a question from Councillor Hobbs on using CCTV surveillance of the Skateboard Park, it was confirmed that the Council data protection policy was clear on the retention, destruction and use of personal data but that this would be reviewed in light of the possible sensitivity of the data collected and any amendments introduced when the policy is reviewed at the December meeting of this Committee. Pursuant to minute 55-14FP (Communication Strategy) Councillor G J Davis spoke on the future of the Tyhee times and noted possible support from the Torpoint Town Partnership (TTP). Councillor Andrews confirmed that this matter had not been discussed at the TTP meeting but was optimistic that the organisation would continue to support the publication. Councillor Davis also appealed for news articles for the publication. Pursuant to minute 56-14FP (c) (Guttering Replacement), Councillor Mrs. R A Southworth reminded members that this budget was already overspent and Councillor Davis sought to ascertain why this Council was undertaking this work other than to improve the aesthetics of the building. Councillor Mrs. J M Martin supported the observation made by Councillor Mrs. R A Southworth on financial restraints and suggested that there was no real need to replace the guttering at this time. After further discussion the recommendation from the Committee was defeated with 4 votes in favour and 5 votes against.

81-14 Torpoint Moorings Association – Improvements to Ferry Beach

Receipt was reported of a quotation from Councillor B Hobbs for renovation works on Ferry Beach that was noted. The Clerk suggested that in light of the circumstances surrounding the submission and in discussion with the Town Mayor, probably the best approach was for the organisation to submit a S137 application form for consideration by the Council. Members concurred with the Clerk and Mayor and therefore it was subsequently **resolved** that the Council would reconsider this matter after a duly completed S 137 application with the relevant information had been submitted by the organisation. The Assistant Town Clerk would furnish Council Hobbs with the application form and guidance notes.

(The Deputy Town Mayor, Councillors B Hobbs and Mrs. R A Southworth all declared a non-registerable interest (see minute 72-14) and although remaining in the chamber did not participate in the debate or voting on this matter).

82-14 Financial Comparison

It was **resolved** that the July and August 2014 financial comparisons (as circulated) are received and adopted. The Clerk confirmed as previously discussed whilst the Council had resolved to accept the financial comparison in a receipts and payments format with the financial accounts in the form of accruals the Clerk confirmed that he would review the current format and if pragmatic would consider the inclusion of accruals into the financial comparison.

83-14 Accounts for payment

PAYEE	REASON	GROSS	VAT	NET
British Telecom	Phone Bill	27.72	4.62	23.10
PWLB	Loan Repayment	17,599.99	0.00	17,599.99
Streetmaster*	3 benches/fittings (inc memorial bench	2,906.40	0.00	2,906.40
Cornwall Housing	Garage Rent	47.76	7.93	39.83
CORY Environmental	Wheelie Bin	92.62	15.44	77.18
Cornwall Council	Non-domestic rates (October)	1,111.00	0.00	1,111.00
Viking Direct	Stationery/Wall Planners	75.56	12.59	62.97
Trebor Maintenance	Grounds Maintenance (August)	249.60	41.60	208.00
Torpoint Computers	HP Paper	10.00	1.67	8.33
British Gas	Gas Bill	189.42	9.02	180.40
M & S (M N Pearn reimb)	Frame - Kings Troop Scroll	12.00	2.00	10.00
ITEC	Photocopies	46.80	7.80	39.00
Firewatch SW	6 monthly Alarm Test	177.00	29.50	147.50
M N Pearn (Reimbursement)	Retirement Gift (P Geach Head Carbeile)	12.00	2.00	10.00
Cornerstone Vision	Tyhee Times	120.00	20.00	100.00
Cornwall Council	Road Closure - Kings Troop	40.00	0.00	40.00
Torpoint Bowling Club	Refreshments - Kings Troop	267.00	0.00	267.00
BNP Parabas	Photocopier	486.72	81.12	405.60
EE/T Mobile	Telephones	60.38	10.06	50.32

*An invoice has been raised to the value of £803 for the memorial bench

84-14 Correspondence

a) M A Watkiss – Retired Constable and Promenade.

Noted. The Deputy Town Mayor reported that Mr Smith was not a police constable but a special constable who had initially resigned his position but had subsequently re-joined and now retired. The Mayor confirmed that he would acknowledge the contribution made by Mr Smith. On the subject of the brambles on the Promenade, Councillor B Hobbs advised the meeting that he had reported this matter to Cornwall Council. Councillor Hobbs conceded that the most effective method of dealing with this matter was to treat the brambles with a suitable herbicide but that Cornwall Council had not included this location in the programme. However Councillor Hobbs was hopeful Cornwall Council would clear the area of brambles. The Mayor reported that he has contacted the installers of the shelter roof and is awaiting a reply.

b) Cornwall Council – Public Convenience Management Grant.

Noted. The Council were aware that the grant for managing the public conveniences would probably be withdrawn for the next financial year and the letter was confirmation of Cornwall Council's intention.

c) P Geach – Letter of thanks.

Noted.

85-14 Reports

a) Cornwall Council:-

Councillor B Hobbs reported of staff shortages at the Torpoint sorting office and this was contributing to delays in postal deliveries. Councillor Hobbs also informed the meeting that collection services from post boxes were now being timed with only 2-3 minutes allowed between collection points. Members **resolved** that a letter or email be sent to Royal Mail asking them to improve the standards of postal services in the town. Councillor Hobbs reported that the work to Rendel Park has been completed and the park re-opened. Councillor Hobbs reported that the Rame Peninsula Cornwall Council ward member George Trubody has been working on an integrated water transport plan part of which would involve the creation of a jetty from Rendel Park. It was suggested that this project could be approved as early as December of this year with the LEP contributing £150,000 with this being match funded by Cornwall Council. Councillor Hobbs informed the meeting that it has been suggested that Torpoint Town Council could be asked to issue the licences for motor vessels using the facilities at the new jetty. Councillor G J Davis thanked Councillor Hobbs for reporting on proposals at Rendel Park and indicated that this would be discussed more fully at the Development and Localism Committee meeting. Members also discussed the maintenance at the cemetery and suggested that there is no respect and damage to the memorial stones. It was suggested that more sensitivity and consideration should be taken when undertaking the work. Councillor Hobbs confirmed that he would pursue this matter.

Councillor M N Pearn MBE spoke on proposals for future park maintenance in the county. Councillor Pearn informed the meeting that it is intended to reduce the number of maintained parks in Saltash from 12 to 3 parks. Councillor Hobbs remarked that Cornwall Council's intention for the parks was that if the Parish and Town Councils did not wish maintain the parks and further that these were not used, the parks could be sold off or developed. Councillor G J Davis responded by advising the parks in the town were well used and drew attention to issues with equipment and cited the example of the seesaw that had been removed for repair. Councillor Pearn would pursue this matter.

The ferry report is as follows.

DATE	EFFICIENCY %	CROSSINGS
w/c 14 th July	99.7% efficient	4 crossings lost (loose segments)
w/c 21 st July	99.8% efficient	2 crossings lost (loose segments)
w/c 28 th July	100% efficient	0 crossings lost
w/c 4 th August	100% efficient	0 crossings lost
w/c 11 th August	97.5% efficient	32 crossings lost (weld repair by external contractors)
w/c 18 th August	99.7% efficient	4 crossings lost (prow sensor and loose segments)
w/c 25 th August	95.7% efficient	56 crossings lost (electronic drive problems)
w/c 1 st September	96.6% efficient	44 crossings lost (electronic drive problems)
w/c 8 th September	100% efficient	0 crossings lost

Target is 99% efficient. Average since the last report is 98.9%, with the average during the last rolling 12 month period 99.4%.

Main defect during the reporting period was the problem with the propulsion system that required the attendance of an engineer from the equipment manufacturer. Defect traced to a faulty circuit board. The intention is to purchase spare boards to hold in store in case the defect re-occurs.

b) Torpoint Town Partnership (TTP):-

The Mayor remarked on the very successful Gorsedh event in the town and looked forward to an equally successful Armed Services Day in 2015. The Town Mayor spoke of the need to focus attention on this event and to work in partnership with organisations in the town.

c) Town Centre Regeneration:-

Councillor G J Davis spoke to the paper (as circulated). Councillor Davis drew attention to the recent consultation exercise undertaken during the carnival event at Cambridge Field and also the spreadsheet (as circulated - also circulated to Cornwall Council officers) with the results of the consultation. Councillor Davis urged this Council to take the lead and direction on this programme. Councillor Davis reported that the most popular request was for a swimming pool at lower Fore Street although Councillor Mrs. C E Goodman disagreed and cautioned pointing to the development proposals at the Sportshall included the provision of a swimming pool. Councillor Davis continued by informing the meeting that contact has been made with the local landowners, Antony Estates, who had indicated that they wish to work in partnership with the Town Council to develop proposals for the Town Centre. It was reported that Antony Estates have engaged a consultant to work with them on proposals for the Defiance Field area and would like to link this with proposals at Lower Fore Street. Councillor Davis suggested that this Council should also work with the Estates on the proposals. Councillor Davis continued by announcing that a consultation and feasibility exercise would cost in the region of around £20,000 although financing this part of the project was available in the form of grants. It was intended to utilise previous regeneration documents as baseline information prior to conducting the proposed study. Councillor E H Andrews whilst supporting the proposals did not wish to see this document as another gathering dust on the shelf. After discussing the matter it was **resolved**

- i) That the results of the consultation would be referred to Cornwall Council.
- ii) That this Council would engage with a Town Planning Consultant, Clifton Emery, at no cost to this Council and with no further commitment to undertake a preliminary exercise.

d) Other:-

Councillor J Tivnan informed the meeting that the cost of a legionella survey would £450 + VAT. It was also announced that following the meeting with the Cornwall Council officer the Adela Road signage would be referred to the next meeting of the Council. Councillor Tivnan discussed the various options available to improve the road surface on Adela Road.

86-14 Date of the next meeting.

Thursday 16th October 2014.

87-14 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 10.07p.m.Town Mayor

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OPEN FORUM

None.