



TORPOINT TOWN COUNCIL

NOTICE is hereby given that a meeting of Torpoint Town Council will be held on Thursday 21st September 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) PA23/06891 – Amendment to off street parking layout following decision notice PA19/00909 dated 29.04.19 – York House, 3A York Road, Torpoint.
- 4. Cornwall Council Reports** (two reports as circulated).
- 5. Police Activity Report** (as circulated).
- 6. Minutes of the previous meeting.**
a) Minutes of the meeting held on Thursday 17th August 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 90-23 (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 90-23 (b) refers).
- 8. Mayor's communications.**
- 9. Finance and Operations Committee**
Minutes of the meeting held on Monday 4th September 2023 and to consider the recommendations in the minutes: - 51-23F&O (c) (Investment of £50k into Cornwall Council Call A/C), 55-23F&O (f) (Section 137 Grant Citizens Advice Cornwall – CAB Cornwall) and 55-23F&O (k) (Section 137 Grant Torpoint Archives and Heritage Centre), as circulated.
- 10. Development and Localism Committee**
Minutes of the meeting held on Thursday 7th September 2023 and to consider the recommendations in the minutes (to follow).
- 11. Personnel Committee**
Minutes of the meeting held on Thursday 7th September 2023 and to consider the recommendations in the minutes (to follow).
- 12. Question of which notice has been given or notice of motion.**
- 13. Torpoint Ferry Statistics** (as circulated).
- 14. Financial Information.** August 2023 Budget Variance (as circulated).
- 15. Accounts for payment.**

| PAYEE | Invoice /Reference No. | GROSS (£) | (VAT)(£) | NETT (£) | REASON |
|-------|------------------------|-----------|----------|----------|--------|
|-------|------------------------|-----------|----------|----------|--------|

| | | | | | |
|---------------------------------|-------------------------------|-----------------|--------|----------|---|
| Cornwall Council | INV 802923069 | 54.00 | 0.00 | 54.00 | Oct '23 Bus Rate Tennis Courts |
| Cornwall Council | INV 802311466 | 1,322.00 | 0.00 | 1,322.00 | Oct '23 Bus Rate Chambers |
| Cornwall Council | INV 802715760 | 403.00 | 0.00 | 403.00 | Oct '23 Bus Rate Library |
| Cornwall Council | INV 802720466 | 111.00 | 0.00 | 111.00 | Oct '23 Rm 6 Bus Rates |
| Westcare Limited | SORD00205530 | 105.05 | 17.51 | 87.54 | Stationery Order |
| ITEC | INV 902001 | 42.40 | 7.07 | 35.33 | Printer Readings |
| Biffa | INV 522C57649 | 26.15 | 4.36 | 21.79 | Waste Collection Council Chambers |
| Living Wage Foundation | INV-138527 | 158.40 | 26.40 | 132.00 | Living Wage Employer Registration |
| Don Benson | INV 42 | 60.00 | 0.00 | 60.00 | Clock Winding |
| CORSEV Ltd | CINV-035015 | 60.00 | 10.00 | 50.00 | Staff Training John Debenham |
| Moor 2 Shore | INV 1410 | 240.00 | 40.00 | 200.00 | Chair Cleaning - Council Chambers |
| Richards Builders Merchants Ltd | INV 871445 | 41.16 | 6.86 | 34.30 | Parks Maintenance |
| Richards Builders Merchants Ltd | INV 871294 | 12.75 | 2.13 | 10.62 | Parks Maintenance |
| JR PAT Testing Ltd | INV 70841 | 220.50 | 36.75 | 183.75 | Parks Maintenance |
| Security Dynamics | INV 1369 | 96.00 | 16.00 | 80.00 | call out to Hiere Annex (Isla Sell Alarm) |
| Biffa | INV 522C57648 | 28.49 | 4.75 | 23.74 | Recycling Collection Library |
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| Richards Builders Merchants Ltd | INV 871046 | 8.26 | 1.37 | 6.89 | Library Maintenance |
| Richards Builders Merchants Ltd | INV 870796 | 29.39 | 4.90 | 24.49 | Public Conveniences Maintenance |
| Biffa | INV 522C57647 | 40.06 | 6.68 | 33.38 | Waste Collection Library |
| Richards Builders Merchants Ltd | INV 868975 | 118.72 | 19.78 | 98.94 | Parks Maintenance |
| Caroline Martin | Mileage Claim April to August | 52.83 | 0.00 | 52.83 | Mileage Claim - Library Home Visit Volunteer |
| L & L Diverse Solutions | INV 011/20203 | 2,466.00 | 411.00 | 2055.00 | Three Days consultancy 1.0 day consultancy, 1.0 day TITAN, 1.0 day Community Building |
| | TOTAL | 5,724.65 | | | |

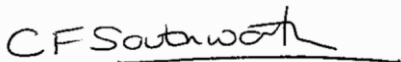
16. Correspondence.

- Affordable Housing Newsletter – September 2023 – Cornwall Council (as circulated).
- PUBLIC CONSULTATION – Licensing Act Policy Review – Cornwall Council (as circulated).
- Peninsula Transport: Technology and Zero-Emission Vehicle study for the South West – link to the study – Plymouth City Council as circulated).

17. Reports.

- Neighbourhood Development Plan (NDP) – update on the Regulation 14 consultation.
- Torpoint Town Partnership (report from the Deputy Mayor).
- Town Team Project Board (TTPB) - To accept the minutes of the TTPB meeting held Wednesday 13th September 2023 and consider the CONFIDENTIAL recommendation therein (minutes to follow) (CONFIDENTIAL paper to be shared at the meeting). **Pursuant to Section 1(2) of the Public Bodies (Admission to meetings) Act 1960 the public and press will leave the meeting for any confidential discussions.**
- Reports from delegates to outside bodies. i) TAHC report August 2023 (as circulated).

18. Date of next meeting. Thursday 19th October 2023.



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

Friday 15th September 2023