



TORPOINT TOWN COUNCIL

The Deputy Mayor (Councillor Mrs. Julie Martin) led prayers before the meeting.

MINUTES of the meeting of Torpoint Town Council held on Thursday 19th October 2023 at 7.00pm in the Council Committee Room, 4 York Road, Torpoint.

Present: - Town Mayor (Councillor G J Davis) (Chairman), Deputy Mayor (Councillor Mrs. J M Martin), Councillors Mrs. S G Bickle, Mrs. K Brownhill, Mrs. L Fellows, Mrs. C E Goodman, Mrs. J L Reeves, L E Keise M G Spurling, C R Sawyer, C R Still, M Thomson-Neall, J Tivnan BEM, R M Willoughby, with the Town Clerk & RFO (Clerk) and Town Council Support Officer in attendance.

	ACTION
<p>120-23 Apologies for absence: - Apologies for absence were submitted on behalf of Councillors Miss R. A Evans BEM and B A Walsh. Also apologies for absence were submitted on behalf of Councillor Mrs. K Ewert.</p>	
<p>121-23 Declarations of Interest relating to items on the Agenda None.</p>	
<p>122-23 Planning Applications: - None.</p>	
<p>123-23 Cornwall Council Reports: - The Town Mayor (Councillor G J Davis) thanked Councillor Mrs. K Ewert and Councillor J Tivnan BEM for their written reports for the Council's consideration.</p>	
<p>124-23 Police Activity Report: - The Chairman (Councillor G J Davis) thanked the Devon and Cornwall Police Officer for their report.</p> <p>The Clerk explained PS Jon Welch had unfortunately had to give his apologies and was unable to send another representative to the meeting. The Clerk confirmed that an arrest had been made in connection with the recent multiple reports of a young male exposing himself to lone females in the Torpoint. Members' were notified that arrangements are being made for Police 'drop-in sessions' to start at Torpoint Library and Community Hub, with PCSO Sid Lawrence attending on a monthly basis, more details will follow when the sessions are confirmed.</p> <p>A member expressed their concern about reports, on social media, of members of the public stumbling across an individual allegedly sleeping in 'back alleys'.</p>	
<p>125-23 Minutes of the previous meeting: - It is resolved the minutes of the meeting held on Thursday 21st September 2023, as circulated, were taken as read, confirmed and signed by the Town Mayor (Councillor G J Davis).</p>	
<p>126-23 Matters arising from the minutes: - a) Completion of the engrossments for the Public Conveniences, Antony Road, Torpoint with Cornwall Council, Torpoint Town Council and Plymouth Boat Park Limited: - Pursuant to minute 108-23 (b) the Clerk explained all contracts are due to be exchanged in the next two weeks. The Chairman (Councillor G J Davis) directed the</p>	Clerk

<p>Clerk to establish a timescale [from Plymouth Boat Park Ltd.] when they plan to commence the building works.</p>	
<p>127-23 Mayor's Communications: - The Town Mayor (Councillor G J Davis) summarised the engagements / activities undertaken during the last month, which included: -</p> <p>September Sunday 24th– Freedom Parade: What a great occasion, showing again how lucky we are to have HMS RALEIGH as part of our community. It was brilliant to see such a large compliment of the ships company immaculately turned out to march through the town, drums beating, colours flying and bayonets fixed. It was good to see so many of the community show their appreciation, thank you Councillors for your support and a special thank you to all of the town council staff involved in the successful organisation and smooth running of the event.</p> <p>Tuesday 26th– Development update: Thank you all for your support on the evening it was a tremendous night with well over 150 people coming along to see the exciting developments that we have been working on, that promise to come to fruition over the next few years. It was great to see in the pre-event brief that so many of you were there, really demonstrating we are a united council, working hard and delivering for our town. With all of the partners we are working with also supporting the evening, it could not have gone better; we have had great feedback. Thank you again to all the staff who helped make the evening a success with special thanks to the Town Council Support Officer.</p> <p>Thursday 28th– Opening of the Rame Group Practice Wellbeing Garden: Well done to all of those who volunteered with the planning and installation of the well-being garden, it is such an interesting garden, and I am sure it will become a special place to share ideas, spend time and relax whilst enjoying the outdoor space. Particular thanks to Linda Dunstone from Permaculture Kernow, for her fantastic help with the plans for the garden.</p> <p>October Monday 9th– BBC Spotlight interview in Rendel Park, inviting comments on the consultation of the proposed Tamar Bridge and Torpoint Ferry toll increases. Having been asked four or five questions, a neutral report on the consultation was presented on the BBC.</p> <p>Sunday 15th– Celebration of Health and Healing at Stoke Damerel Parish Church.</p> <p>Wednesday 18th– Attended a public meeting regarding the Tamar Tolls consultation at the Saltash Football Club, it was incredibly well attended, over 120 people and there was 'standing room only'.</p> <p>Future events: Thursday 26th October – Official launch of the Poppy Appeal - Concert at St. James Church Saturday 11th November – Armistice Day, 11.00am at Sparrow Park – all invited to attend Sunday 12th November – Remembrance Service and Parade – all invited to attend</p>	

<p>A thank you card had been received from the High Sherriff of Cornwall – Toby Ashworth – thanking us for the kind invitation to the HMS RALEIGH Freedom Parade.</p>	
<p>128-23 Minutes of the Finance Committee: - It is resolved the minutes of the meeting held on Monday 2nd October 2023 are received and the recommendations in the minutes: - 65-23F&O (c) (Instruct contractor for works to Rooms 4 & 7 in Council Chambers), 65-23F&O (c) (Purchase mini Christmas trees & lights as detailed for Fore Street) and 65-23F&O (c) (Purchase assets/services to decorate the usual locations in the town this Christmas), as circulated, are adopted.</p> <p>Pursuant to minute numbers 65-23F&O (c) (Purchase mini Christmas trees & lights as detailed for Fore Street) and 65-23F&O (c) (Purchase assets/services to decorate the usual locations in the town this Christmas) the Clerk presented updated cost information to members.</p>	<p>Clerk</p>
<p>129-23 Minutes of the Development and Localism Committee: - It is resolved the minutes of the meeting held on Thursday 5th October 2023 are received and the recommendations in the minutes: - 83-33D&L (a) (Tennis Court proposals /a resolved item), as circulated, are adopted.</p> <p>It is proposed by Councillor J Tivnan BEM and seconded by the Chairman (Councillor G J Davis) and is resolved the minutes of the same meeting and the recommendation in the minutes, as circulated are adopted, as detailed below: Minute number 86-23D&L (b) (i) (3G Pitch 9v9 Project – financial support)</p> <ul style="list-style-type: none"> i) To financially support the 3G Pitch 9v9 project at Torpoint Community College for an amount of £80,000; <p>It is proposed by Councillor J Tivnan BEM and seconded by Councillor C R Still and is resolved the minutes of the same meeting and the recommendation in the minutes, with a slight amendment, as circulated are adopted, as detailed below: Minute number 86-23D&L (b) (i) (3G Pitch 9v9 Project – further financial support).</p> <ul style="list-style-type: none"> ii) To continue further discussions to financially support the 3G Pitch 9v9 project at Torpoint Community College for an amount up to £70,000, the terms of this amount to agreed, with all funds required in the summer of 2024. <p>It is further resolved the council continues to support, through securing financial commitment from the Parish Councils of the Rame Peninsula and also with other community groups or grant opportunities that may arise over the next year, as Torpoint Community College looks to deliver this much needed facility in our community.</p>	
<p>130-23 Calendar of meetings 2024: - Clerk to action changes, as per Easter 2024 requirements and re-circulate, also the Annual Parish (Town) Meeting is being scheduled for Thursday 9th May 2024, which will be the 50th Anniversary of the inception of Torpoint Town Council.</p>	<p>Clerk</p>
<p>131-23 Questions of which notice has been given or notice of motion None.</p>	
<p>132-23 Torpoint Ferry statistics The Torpoint Ferry availability statistics were noted and the Town Mayor (Councillor G J Davis) minuted thanks to the Torpoint Ferry officer for providing the statistics.</p>	

Members agreed to formally thank everyone at the Torpoint Ferry, who had enabled and were involved with bringing the third ferry on earlier than scheduled, last Thursday, following the closure of the A38, between Saltash and Trerulefoot, which was very much appreciated.

Clerk

133-23 Financial Information

It is **resolved** that the September 2023 Budget Variance as circulated, is received and adopted. The Clerk highlighted the creation of new cost centres specifically relating to recording the income and expenditure of grant funding.

134-23 Accounts for Payment

Contact Name	Invoice Number	Total	VAT	NET	Description
Cornwall Council - Bus Rate Chambers	802311466	1,322.00	0.00	1,322.00	Business Rates
Cornwall Council - Rm 6 Bus Rates	802720466	111.00	0.00	111.00	Business Rates Room 6 November '23
Cornwall Council - Bus Rate Library	802715760	403.00	0.00	403.00	Business Rates Library November '23
Cornwall Council - Bus Rate Tennis Courts	802923069	54.00	0.00	54.00	Business Rates Tennis Courts November '23
Cornwall Council Salaries	8100410903	72,843.34	72.00	72,771.34	Salaries and Mayor's Allowance July to September 2023
L&L Diverse Solutions	013/2023	6,576.00	1,096.00	5,480.00	Eight days consultancy in accordance with submitted time sheet to support Torpoint Projects, funding, bids and the development of a feasibility studies. As agreed, TITAN and Community Building costs are included separately for Bid accounting.
Outersight (UK) Ltd	INV-1890	141.50	19.00	122.50	Generator Hire for Freedom Parade
Complete Weed Control	SW3602	1,716.00	286.00	1,430.00	Supply and application of Total herbicide for the control of weeds Autumn 2023 30/09/2023
Don Benson	INV 43	48.00	0.00	48.00	Clock Winding St James Church
Cornish Tea & Cornish Coffee Co Ltd	SL78458	137.78	0.00	137.78	Library Café Supplies
Duchy Defibrillators	INV JN1254	372.00	62.00	310.00	Annual Monitoring Fee and Mobile Data - Fire Station
Biffa	INV 52266022	65.39	10.90	54.49	General Waste Collection Council Chambers
Biffa	INV 522C66021	28.49	4.75	23.74	Recycling Collection Council Chambers

Biffa	INV 522C66020	40.06	6.68	33.38	General Waste Collection Library
Biffa	INV 522C66019	28.49	4.75	23.74	Recycling Collection Library
ASG Security	INV 40095	128.40	21.40	107.00	Call Out for Fire Doors Failing To
	Total	84,015.45			
XERO	CC October 2023 subscription	36.00	6.00	30.00	XERO - Monthly accounting software subscription October 2023
Amazon	CC Storage Box / Wire Cutters / Work Helmets	16.95	2.82	14.13	Amazon - work helmets
Adobe Systems Software Ireland Ltd	CC October 2023	16.64	0.00	16.64	Adobe Systems Software Ireland Ltd - Monthly subscription October 2023
Amazon	CC Storage Box	29.50	4.92	24.58	Amazon - Really Useful storage box
Amazon	CC Wire Cutters	12.99	2.16	10.83	Amazon - Wire Cutters
Amazon	CC Work Helmets	11.31	1.88	9.43	Amazon - work helmets
Amazon	CC A3 Calendar Desk Pads	20.61	3.43	17.18	Amazon - A3 mid-year calendar desk pads
Amazon	CC Amazon	8.99	1.50	7.49	Amazon - 2024 Diary Library A5
Amazon	CC Amazon	9.89	1.65	8.24	Amazon - 2024 A4 Diary Library
Amazon	CC Amazon	8.95	1.49	7.46	Amazon - 2024 Diary A5 Ops Man
SAINSBURYS S/MKTS	CC Library	12.70	2.11	10.59	Café Supplies and Newspapers
CO-OP GROUP 380558	CC Library	76.35	12.71	63.64	Café Supplies and Newspapers
CC Fraud	CC Fraudulent Activity	(7.25)	0.00	(7.25)	CC Fraud - "GLOBE- BILLSPAY TAGUIG PHL" - Fraudulent Activity Philippines. See attached statement letter
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CC Fraud	CC Fraud Refund	(7.25)	0.00	(7.25)	CC Fraud - GLOBE-BILLSPAY TAGUIGTRANSFERRED CC Fraud Refunded from Lloyds Bank
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Total		260.88	40.67	220.21	
ALD Automotive Limited t/a Ford Lease	DD October 2023	441.44	73.57	367.87	ALD Automotive Limited t/a Ford Lease - Monthly lease payment for vehicle October 2023
SSE Southern Electric -Library Gas	DD 91812424/0049	7.50	1.25	6.25	SSE Southern Electric - Library Gas - Gas supplied to library 1st September to 30th September
SSE Southern Electric - Chambers- Elec	DD 3861778310	825.50	137.58	687.92	SSE Southern Electric - Chambers- Elec - Electricity supplied to Council Chambers from 2nd July to 1st October
SSE SWALEC - Library- Elec	DD 501909140 / 0006	249.85	41.64	208.21	SSE SWALEC -Library- Elec - Electricity supplied to library 12 September - 10th October 2023
SSE Southern Electric - Public Con- Elec	DD 51785521 / 0018	186.12	8.86	177.26	SSE Southern Electric - Public Con- Elec - Electricity supplied to pubic conveniences Thanckes park 4th July to 1st October 2023
Everflow Water	DD Invoice 2606655	57.34	3.57	53.77	Everflow Water - Public Conveniences Water Rates - Water 18/11/2023 - 17/12/2023

Everflow Water	DD Invoice 2606655	95.45	6.28	89.17	Everflow Water - Library Water Rates 18/11/2023 - 17/12/2023
Everflow Water	DD Invoice 2606655	79.91	5.12	74.79	Everflow Water - Chambers Water Rates 18/11/2023 - 17/12/2023
Corona Energy - Chambers- Gas	DD 17878553	174.04	8.29	165.75	Corona Energy - Chambers- Gas - Gas Supplied to Council Chambers Sept to Oct 2023
Total		2117.15	286.16	1830.99	

135-23 Correspondence: -

- a) Notice of Polling Districts and Polling Places Review – Cornwall Council: - Noted.
- b) Public Consultation October 2023 Funding the Crossings – Tamar Crossings: - It was agreed by members’ to debate the town council’s response to the public consultation at this meeting and there was much debate on the matter. There were comments from Councillors Mrs. J L Reeves, C R Sawyer, R M Willoughby, the Deputy Mayor (Councillor Mrs. J M Martin), M Thomson-Neall, the Chairman (Councillor G J Davis), Mrs. L Fellows plus M J Spurling.

Following a proposal put by Chairman (Councillor G J Davis) and seconded by Councillor C R Still it is **resolved** to delegate to the Clerk to reply to the consultation for and on behalf of the town council with the statement: - “Torpoint Town Council strongly oppose any option which separates the Tamar Bridge and Torpoint Ferry tolls and anticipates a significant unknown impact, socially and economically to human behaviour for Torpoint and the Rame Peninsula. The 24/7 Torpoint Ferry service is an essential life-saving service that should be maintained.”

(Councillor J Tivnan BEM explained that due to being a member of The Tamar Bridge and Torpoint Ferry Joint Committee he would not participate in any of the discussions or indeed any of the voting.)

- c) Tamar Toll Action Group: - Noted and had been shared on social media, in advance of their meeting.
- d) CIL Charges on new open market housing – Huggins Marine: - Members’ agreed to note the correspondence.

Clerk

136-23 Reports

- a) Neighbourhood Development Plan (NDP) – update on the Regulation 14 consultation.
The NDP Regulation 14 consultation is continuing until 5pm on Thursday 9th November 2023.
- b) Torpoint Town Partnership (TTP) : -
The Deputy Mayor (Councillor Mrs. J M Martin) explained the TTP had last met on 10th October. Fundraising towards the Christmas lights in the town had now exceeded £900. The Christmas tree, to be positioned at Eliot Square had been selected by Councillors Mrs. K Bownhill and J Tivnan BEM, with the Torpoint Players agreeing to sponsor the Christmas tree this year. Information on the shop window competition will shortly be circulated to local traders and the annual Christmas lantern making

<p>workshop is planned for Saturday 4th November at the Council Chambers. Saturday 25th November is the Christmas lights switch-on event; there will be stalls, a lantern parade, plus entertainment with a visit from Father Christmas, who will then be in 'Bob's Barn' at Torpoint Library and Community Hub after the lights are switched on. Father Christmas will also be in 'Bob's Barn' the following day, on Sunday 26th November.</p> <p>The Chairman (Councillor G J Davis) recorded his thanks to Councillors Brownhill and Tivnan for choosing the Christmas tree this year.</p> <p>c) Town Team Project Board (TTPB) - To accept the minutes of the TTPB meeting held Wednesday 11th October 2023: -</p> <p>The minutes had not been circulated in advance of this meeting. The Chairman gave a very brief update on the towns opportunity for the possible introduction of 'Beryl Bikes', explaining there has been no decision made on this yet.</p> <p>d) Reports from delegates to outside bodies.</p> <p>i) TAHC report September 2023: –</p> <p>In addition to the report from the Torpoint Archives and Heritage Centre, Councillor Mrs. K Brownhill added that TAHC wished to record that they are extremely grateful to the town council for the Section 137 grant which had recently been received. Additionally, Councillor Brownhill has reassured the members about their inclusion in any redevelopment opportunities at the Lower end of Fore Street.</p> <p>ii) Rame Peninsula Public Transport User Group (RPPTUG): -</p> <p>Councillor Mrs. C E Goodman explained, having recently attended the RPPTUG meeting at Antony Village Hall on Thursday 5th October, Richard Stephens MBE from Go South West had attended. Unfortunately, Mr James Church has been made redundant from the organisation. Councillor Goodman continued, saying that James would be deeply missed, highlighting the support he has given to the RPPTUG group over the years. Members' resolved to send a letter thanking Mr Church, for his significant efforts in the matter of assisting with queries, supporting and guiding on the key changes in the provision of public (bus) transport in and around Torpoint and the Rame Peninsula.</p> <p>iii) Torpoint Environmental Action (TEA) group: -</p> <p>Councillor Mrs. C E Goodman explained she has a meeting scheduled with a delegate from a water refill station organisation, following a recent visit to a couple of potential sites. In October, the Repair Café is trialling 'mending things' at the Library and Community Hub, to see whether there is a call for this service.</p>	<p>Clerk</p>
<p>137-23 Date of next meeting Thursday 16th November 2023.</p>	
<p>Meeting closed at 8:22pm Town Mayor</p>	