



TORPOINT TOWN COUNCIL

NOTICE is hereby given that a meeting of Torpoint Town Council will be held on Thursday 16th November 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) PA23/02805 – Erection of two dwellings – Land adjacent to 51 Cremyll Road, Cremyll Road, Torpoint.
 - b) PA23/08812 – Two-storey extension to enlarge kitchen and provide utility room/WC on the ground floor and one bedroom and a bedroom/study on the first floor. Revision to previous application PA23/00638 dated 14.08.2023.
 - c) PA23/06174 – Replacement garage - 14 Chapeldown Road, Torpoint, Cornwall PL11 2HT.
- 4. Cornwall Council Reports** (one as circulated, one to follow).
- 5. Police Activity Report** (as circulated).
- 6. Minutes of the previous meeting.**
 - a) Minutes of the meeting held on Thursday 19th October 2023 (as circulated).
- 7. 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 (minute 126-23 (a) refers).
 - b) Send letter of thanks to Mr J Church (minute 136-23 (d) (iii) refers).
- 8. Mayor's communications.**
- 9. Personnel Committee**

Minutes of the Extraordinary meeting held on Monday 30th October 2023 and to consider the recommendations in the minutes: - 26-23Pers (b.) (Continue to sign up to be a Real Living Wage employer for the next financial year 2024/25), 26-23Pers (c.) (Award the Operations Manager an increase in one NJC spinal point, upon successful completion of CILCA, in 2024), (d). (Increase the current NJC spinal points for the employees as detailed, with effect from 1st April 2024) and 26-23Pers (d) (Set the salaries budget at £330,280.48, for 2024/25).

 - a) To **approve** the retrospective authorisation of the backdated Pay Award for 2023/24 for all employees as advised by NALC/CALC.
- 10. Finance and Operations Committee**

Minutes of the meeting held on Monday 30th October 2023 and to consider the recommendations in the minutes: - 76-23F&O (c) (Amend the LCAS application and apply for the Foundation award), 77-23F&O (a) (Adopt the updated Financial Regulations 2023 and Best Value Statement) and 82-23F&O (f) (Section 137 Grant application - Torpoint Mosquito Sailing Club), as circulated.

11. Development and Localism Committee

Minutes of the meeting held on Thursday 2nd November 2023 and to consider the recommendations in the minutes: - 101-23D&L (a) (Tennis hut - replacement door for the tennis hut), as circulated.

12. Calendar of Meetings 2024 (as updated, circulated)

13. Question of which notice has been given or notice of motion.

14. Torpoint Ferry Statistics (as circulated).

15. Financial Information. October 2023 Budget Variance (as circulated).

16. Accounts for payment.

PAYEE	Invoice /Reference No.	GROSS (£)	(VAT)(£)	NETT (£)	REASON
Cornwall Council - Bus Rate Chambers	802311466	1,322.00	0.00	1,322.00	Business Rates Chambers December '23
Cornwall Council - Rm 6 Bus Rates	802720466	111.00	0.00	111.00	Business Rates Room December '23
Cornwall Council - Bus Rate Library	802715760	403.00	0.00	403.00	Business Rates Library December '23
Cornwall Council - Bus Rate Tennis Courts	802923069	54.00	0.00	54.00	Business Rates Tennis Courts December '23
The Festive Lighting Company Ltd	SO1796785	1,233.01	205.50	1,027.51	Christmas festoon & string lights, adaptors and extension cables
CHAT	SLA May - October 2023	1,839.26	0.00	1,839.26	SLA for provision of community enrichment May - Oct' 2023 - Library
Don Benson	INV 44	48.00	0.00	48.00	Clock winding - St James
ITEC	INV 923960	48.98	8.16	40.82	Photocopier meter readings
Cornish Tea & Cornish Coffee Co Ltd	SL9565	196.16	0.00	196.16	Library Café supplies
FOY-AIR Enterprises Ltd T/A LittleMops	INV 2101	145.10	24.18	120.92	Disposables Council Chambers
FOY-AIR Enterprises Ltd T/A LittleMops	INV 2102	36.12	6.02	30.10	Disposables Public Conveniences
FOY-AIR Enterprises Ltd T/A LittleMops	INV 2103	35.99	6.00	29.99	Disposables Library
Start Safety	INV 218424	169.62	28.27	141.35	Barriers for the Christmas tree surround
Richards Builders Merchants Ltd	877270	15.42	2.57	12.85	Parks Maintenance
Richards Builders Merchants Ltd	876996	70.29	11.71	58.58	Parks Maintenance
BCW Office Products Ltd	INV 2021503	257.20	42.87	214.33	Stop Go signs etc for Christmas tree put up
Arcadis Consulting (UK) Ltd	680029079	32,397.86	5,399.64	26,998.22	First half of TITAN project feasibility expenditure
Biffa	522C74248	28.49	4.75	23.74	Recycling collection Council Chambers
Biffa	522C74249	52.30	8.72	43.58	General waste collection Council Chambers
Biffa	522C74246	28.49	4.75	23.74	Recycling collection Library
Biffa	522C74247	40.06	6.68	33.38	General waste collection Library
Awenek Studio	1119	192.00	0.00	192.00	Provision of arts and crafts groups - Library
Richards Builders	875973	4.94	0.82	4.12	Library Maintenance

Merchants Ltd					
Wicksteed Leisure Ltd	0000823527	70.48	11.75	58.73	Swing repair items - parks
Fire Crest	23810795	270.00	45.00	225.00	Fire extinguisher training
Francis Thomas Mobile Servicing Limited	6288	304.17	50.69	253.48	Repairs to Mountfield ride on mower
Cornwall ALC Limited	2324-446	36.00	6.00	30.00	Member training - planning
*Team Rubicon	230923	1,104.00	184.00	920.00	Provision of 'Skate Jam'
Cornwall ALC Limited	2324-426	36.00	6.00	30.00	Member training - enforcement
L&L Diverse Solutions	015/2023	5,794.00	959.00	4,795.00	
TOTAL		46,343.94			
*Donation towards Skate Jam received from Friends of Thanckes park group - £460.00					

17. Correspondence.

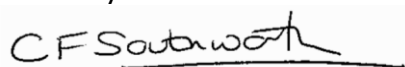
- a) A374 support a 50mph limit? – C Lister (C Lister is not a Torpoint Parish resident, correspondence included, along with replies from Cllr Tivnan and Cllr Ewert, as circulated).
- b) Employer Newsletter – Cornwall Pension Fund (as circulated).
- c) Parish and Town Council Precepts for the 2024/25 Financial Year also Taxbase 2024/25 with 2023/4 comparison – Cornwall Council (as circulated).
- d) Cornwall Council Playing Pitch Strategy and Sport Facilities Study & copies of the two surveys – Stuart Todd Associates (as circulated).
- e) "Help create a Ribbon of Poppies in Cornwall" – Cornwall Council (as circulated).
- f) Local Maintenance Partnership updates for 2024/2025 – Cornwall Council (as circulated).

18. Reports.

- a) Neighbourhood Development Plan (NDP) – update following completion of the Regulation 14 consultation and steering group meeting minutes held Monday 13th November 2023.
- b) Torpoint Town Partnership (report from the Deputy Mayor).
- c) Town Team Project Board (TTPB) - To accept the minutes of the TTPB meeting held Thursday 9th November 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.**
- d) Reports from delegates to outside bodies. i) TAHC report October 2023 (as circulated).

19. Date of next meeting.

Thursday 21st December 2023.



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

Friday 10th November 2023