



TORPOINT TOWN COUNCIL

NOTICE is hereby given that a meeting of Torpoint Town Council will be held on Thursday 18th January 2024 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. Update on Councillor Vacancy in the East Ward.**
- 4. Planning Applications.**
 - a) PA23/09853 – Proposed side extension above garage, 40 Penlee Park, Torpoint, Cornwall PL11 2PZ.
- 5. Cornwall Council Reports** (one report as circulated, one to follow).
- 6. Police Activity Report** (as circulated).
- 7. Minutes of the previous meeting.**
 - a) Minutes of the meeting held on Thursday 21st December 2023 (as circulated).
- 8. Matters arising from the minutes.**
 - a) Budget Statement 2024-25 (minute 166-23 (a) refers (to follow).
 - b) Correspond with the Sea Cadets (minute 173-23 (d) (iii) refers).
- 9. Mayor's communications.**
- 10. Question of which notice has been given or notice of motion.**
- 11. Torpoint Ferry Statistics** (to follow).
- 12. Financial Information.** December 2023 Budget Variance (to follow).
- 13. Accounts for payment.**

PAYEE	Invoice /Reference No.	GROSS (£)	(VAT)(£)	NETT (£)	REASON
Cornish Tea & Cornish Coffee Co Ltd	SL81036	120.00	0.00	120.00	Coffee Machine Rental
FOY-AIR Enterprises Ltd T/A LittleMops	INV 2116	7.80	1.30	6.50	Clinell Wipes Tub
Outersight (UK) Ltd	INV 1909	141.50	19.00	122.50	Generator Hire - Christmas lights switch on
CHAT	SLA November	454.01	0.00	454.01	Provision of wellbeing sessions via Torpoint Library and Community Hub
Liftman UK Ltd	INV006441	114.00	19.00	95.00	Service of disabled access lift - Council Chambers
Richards Builders Merchants Ltd	INV 881832	4.25	0.71	3.54	Benodet Park Maintenance

Cornish Tea & Cornish Coffee Co Ltd	SL80015	260.50	0.00	260.50	Café Supplies (INV 15th Nov 2023)
Richards Builders Merchants Ltd	INV 881930	28.63	4.77	23.86	Maintenance to Compost Bins - Parks
Richards Builders Merchants Ltd	INV 882214	82.30	13.72	68.58	Council Chambers Maintenance
FOY-AIR Enterprises Ltd T/A LittleMops	INV 2121	82.78	13.80	68.98	Consumables Council Chambers
FOY-AIR Enterprises Ltd T/A LittleMops	INV 2123	91.18	15.20	75.98	Consumables Library
Print Options	INV-14368	1,714.00	69.00	1,645.00	December 2023 Newsletter - Printing and Artwork
Sutcliffe Play	INV 7047	642.67	107.11	535.56	Replacement Wavy Ramp Panel and Delivery
SMP Pipe Systems Limited	INV 3970	180.00	30.00	150.00	Repairs and Maintenance to Radiators - Council Chambers
Richards Builders Merchants Ltd	inv 882676	28.46	4.74	23.72	Parks Maintenance
Don Benson	INV 46	48.00	0.00	48.00	Clock winding St James Church
ITEC	INV 943524	55.33	9.22	46.11	Meter Readins Xerox
Duchy Defibrillators	INV JN1316	456.00	76.00	380.00	Annual Fee for 2 x Defibrillators (Council Chambers & Carbiele)
Isla Sell Physiotherapy	INV 0014094	420.00	0.00	420.00	Provision of Chair Pilates Sessions at Torpoint Library and Community Hub
SLCC	MEM247250-1	442.00	0.00	442.00	Annual Membership Subscription
FOY-AIR Enterprises Ltd T/A LittleMops	INV 2122	85.86	14.31	71.55	Consumables Public Conveniences
Richards Builders Merchants Ltd	INV 881603	46.95	7.82	39.13	Library Maintenance
Cornwall Council - Sea Gull Proof Sacks	INV 8100442002	97.00	0.00	97.00	Sea Gull Proof Sacks
Cornish Tea & Cornish Coffee Co Ltd	SL81664	298.94	0.00	298.94	Café Supplies
L&L diverse solutions Limited	INV 001/2024	5,754.00	959.00	4,795.00	Consultancy on TITAN and Community Building Projects.
BT	Q061 BB	787.12	124.52	662.60	Telephone and Internet
SLCC	INV BK214230-2	84.00	14.00	70.00	Provision of Management Training Course
Cornwall Council	INV 8100435790	89,350.09	72.00	89,278.09	Salaries October to December 2023 and Mayor's Allowance Oct – Dec '23
Biffa	INV 522C90266	52.30	8.72	43.58	General Waste Collection Library
Arcadis Consulting (UK) Ltd	INV 680034074	32,397.88	5,399.65	26,998.23	Second Payment - Feasibility Studies for Transport Hubs
Cornwall Council - Dog Waste Bags	INV 8100434354	57.24	9.54	47.70	Dog Waste Bags
Biffa	INV 522C90265	42.73	7.12	35.61	Recycling Collection Library
Biffa	INV 522C90263	42.73	7.12	35.61	Recycling Collection Council Chambers
Biffa	INV 522C90264	60.08	10.01	50.07	General Waste Collection Council Chambers
Richards Builders Merchants Ltd	INV 878881	65.03	10.84	54.19	Parks Maintenance
Richards Builders Merchants Ltd	INV 879286	38.55	6.42	32.13	Library Maintenance
Richards Builders Merchants Ltd	INV 879453	31.54	5.26	26.28	Christmas Lights
Richards Builders Merchants Ltd	INV 879507	41.82	6.97	34.85	Christmas Lights
Caradon Tool and Plant	INV 238940	579.60	96.60	483.00	Hire Of Cherry Picker for Christmas Lights

Hire Ltd					
Every Corner Distribution Ltd	INV TTCECD008	672.00	112.00	560.00	December 2023 Newsletter Distribution
Clifton Emery Design Ltd	INV SI-4416	21,930.00	3,655.00	18,275.00	Torpoint Lower Fore Street Community Building Feasibility Study 50% of fees as per PO-0363
TOTAL		157,888.87			

14. Correspondence.

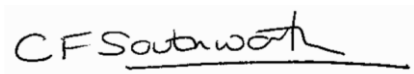
- a) Local Council Award Scheme – Foundation Award Achievement – NALC Chair (National Association of Local Councils).
- b) Affordable Housing Newsletter – January 2024 – Cornwall Council (as circulated).

15. Reports.

- a) Neighbourhood Development Plan (NDP) – update.
- b) Torpoint Town Partnership.
- c) Town Team Project Board (TTPB) – update. TTPB meeting held Wednesday 17th January 2024.
- d) Reports from delegates to outside bodies.
 - i) Torpoint Archives & Heritage Centre – December 2023 (report as circulated).

16. Date of next meeting.

Thursday 15th February 2024.



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

Friday 12th January 2024