

TORPOINT TOWN COUNCIL

MINUTES of a meeting of Torpoint Town Council held on Thursday 16th October 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, Mrs. C A Jackson, L E Keise, Miss J L Kinsman, Mrs R A Southworth and J Tivnan plus the Town Clerk with the Assistant Town Clerk in attendance.

Also present: - PCSO Andy Halls.

88-14 Apologies for Absence:-

Apologies for absence were submitted on behalf of Councillor Mrs J M Martin.

89-14 Declarations of interest relating to items on the agenda:-

Pecuniary (Registered) Interests were declared by Councillor Mrs C A Jackson – Agenda item 15(a) (as an employee of Cornwall Council [Library Service]).

90-14 Police Report:-

PCSO Williams reported to members on behalf of the police. The crime report for September (as previously circulated) were noted

31 crimes in the town consisting of

7 thefts

10 assaults (all categories including sexual and domestic incidents)

1 burglary (shed)

8 criminal damage (including 3 threats of damage)

3 public order offences

1 communication offence

1 harassment

PCSO Williams commented on some of the problems including incidents at both the Skateboard Park and Benodet Park reported by this Council. PCSO Williams also reported on thefts from the allotments that were being investigated by the police.

(PCSO Halls was thanked for his report and left the meeting).

91-14 Minutes of the previous meeting:-

The minutes of the meeting held on Thursday 18th September 2014 was taken as read, confirmed and signed by the Mayor subject to the deletion of the word "bikers" in minute 76-14 and insertion of the words RBL Riders.

92-14 Matters arising from the Minutes:-

a) Cornwall Council Report:-

Pursuant to minute 85-14(a) Councillor G J Davis sought to ascertain if the seesaw would be replaced following removal from Sennen Park. The Mayor confirmed that Cornwall Council would not replace the see saw. Following a brief discussion it was resolved to write to Cornwall Council and express this Council's

disappointment that the see saw would not be replaced especially as this piece of equipment and the park was so well used.

93-14 Mayors Communications

Mayors Diary:-

Mayors Report – October.

Events:

Saturday 20th September – Kings Troop Royal Horse Artillery Open Day at Mt Edgcumbe – great Show and Displays.

Tuesday 23rd September – The Gardens – Presented gifts to the Lady of Cornwall, Attendants, dancers and banner carriers who took part in the Gorsedh.

Friday 26th September – Councillors Day at Antony Este hosted by Sir Richard and Tremayne.

Friday 3rd October – Torpoint & Rame Lions Concert at the Council Chambers – Well done to all our local talent.

Monday 6th October – Torpoint Community College – Attended The GWITHTI Launch which is a recycling project where you can go and purchase odds and sods for various projects it is well worth a visit – Chris Goodman can give you further details as it is her brain child – well done Chris. Opening times will be on our website soon.

Friday 10th October – STC presentation to the TS Rame Head sea cadets.

Friday 10th October – Sailing Club – Farewell evening to Captain Bob & Sarah Fancy – A Good evening had by all.

Monday 13th October – Antony School – Book Week – Val and I read a story to the Year 1 and 2 children.

On Saturday 27th September – Council Chambers Table Top Sale and a collection on the Ferry in aid of Paint the Town Gold for CLIC which raised £775–74p well done to all helped in anyway

Congratulations to

Will Milliner and Lisa Smyth, in year 10, have recently achieved their black belts in Taekwondo. Both Will and Lisa attend the Taekwondo Club at the Torpoint and Rame Community Sports Centre.

The Mayor reported receipt of a letter from the former commander of HMS Raleigh Captain Bob Fancy and his wife Sarah expressing appreciation for his leaving supper arranged by the Mayor at the Sailing Club.

Receipt was also received of an email from Mrs Jackie Eeling detailing issues with carers and care in the event of funding cuts. After considering the email it was **resolved** to write to the Chief Executive to support the proposals and call in the email for continued support.

94-14 Planning Applications:-

a) PA14/09055 – 29, Liscawn Terrace, Torpoint – Reconstruction of part of ground floor tenement with first floor over.

No objections or observations.

Receipt was reported of a letter from ASA Architects on pre-application proposals to develop new waterside cottages and residential development on the Harbour Lights site, Fore Street, Torpoint (see also minute 62-14FGP). Councillor B Hobbs urged members to look at the plans. Councillor Hobbs went on to brief members on the proposals and concluded by suggesting that the plans could have a public benefit by opening up the walkway between Macey Street and the waterside promenade. The Clerk reminded members that the plans are available for inspection in the Council offices.

Receipt was also reported of further information from an objector to the plans at Udal Garth (PA14/08313 see minute 77-14(c)) considered by this Council at the September meeting. Councillor Hobbs briefed members on the history of the project and some of the issues that had been raised. Following discussion it

was **resolved** to contact Cornwall Council Planning to convey this Council's support for the objection in light of the additional information that has been received.

95-14 Minutes of the Development and Localism Committee

It was **resolved** that the minutes of the meeting held on Thursday 25th September 2014 are received and the recommendations in minute 28-14DL (a) (Weed Control) is adopted and implemented. Pursuant to minute 28-14DL (a) (Weed Control) Councillor J Tivnan voiced disappointment at the protracted length of time it was taking to control this pernicious weed and spoke on the need to monitor both application of the herbicide together with the efficacy. Councillor Mrs. R A Southworth sought assurance that the cost of undertaking weed control would not fall on this Council and would not support the proposal if the cost had to be borne by Torpoint Town Council. It was confirmed that as part of the offer to undertake the work, the Town Council would seek additional funding from Cornwall Council as part of the package to undertake the eradication programme. Pursuant to minute 29-14 DL (Development Plan) it was **resolved** to adopt the Development Plan Strategy subject to the addition of Antony Estates as 2(d) of the strategy. Pursuant to minute 31-14DL (Development Plan) Councillor Mrs. R A Southworth sought clarity on the terms of reference for engaging Simon Ryan understanding the "at risk" element but at what stage of the process did the consultancy fee become activated. Councillor G J Davis explained that provided at least one of the grants is obtained by the Council then the fee would become payable. On the basis of the explanation given by the Committee Chairman Councillor G J Davis, it was **resolved** that Council engage Simon Ryan on an "at risk" basis and that the consultancy fee of £1,250 is triggered for payment on receipt of at least one of the grant applications submitted by the consultant. (On the basis of the terms of reference explained by the Committee Chairman, Councillor Mrs. R A Southworth abstained from voting).

96-14 Minutes of the Finance and Personnel Committee.

It was **resolved** that the minutes of the meeting held on Monday 29th September 2014 are received and the recommendations in minutes 58-14FGP (a) (Business Risk Management Plan), 58-14FGP (b) (Financial Risk Management Protocols), 58-14FGP (c) (Finance Policy), 58-14FGP (d) (Revised Policy Schedule), 60-14 FGP(a) (Financial Regulations and Best Value Statement), 58-14FGP (b) (Banking Arrangements), 61-14FGP (a) (i) (Kelly Brown - request to use Council Facilities at no cost), 61-14FGP (a) (iii) (Torpoint Nursery and Infant School - request to use Council Facilities at no cost), 61-14FGP (b) (i) (CHICKS – Request for financial assistance), 61-14FGP (b) (ii) (2nd Torpoint Brownies – Request for financial assistance), 61-14FGP (b) (iii) (Torpettes – Request for financial assistance), 61-14FGP (b) (i) (Torpoint Nursery and Infant School – Request for financial assistance) and the general recommendation that the Committee no longer considers grant applications that does not comply with the Council's terms of reference are adopted and implemented. It was **resolved** that the recommendations in minute 59-14FGP (Debtors/Creditors and Overtime/Casual hours) are taken with the public and press excluded. Pursuant to minute 60-14FGP (b) (Banking Arrangements) the current arrangements were explained. Pursuant to minute 61-14FGP (a) (i) (Kelly Brown -request to use Council Facilities at no cost) Councillor Mrs. R A Southworth sought to ascertain the number of days the organisation wished to use the Council facilities. After an explanation from the Councillor B Hobbs, Councillor Mrs. R A Southworth abstained from voting on this proposal. Pursuant to minute 61-14FGP (a) (ii) (Torpoint Community Events - request to use Council Facilities at no cost) receipt was reported of a consolidated balance sheet that was noted. Pursuant to minute 64-14 FGP (Date of Next meeting) it was noted that this is the budget meeting and **resolved** that all members are invited to attend and participate at this meeting. It was further noted and **resolved** that members would co-opt the new Council member at this meeting.

97-14 Minutes of the Asset Management and Operations Committee

It was **resolved** that the minutes of the meeting held on Thursday 2nd October 2014 are received and the recommendations in minutes 65-14FP (d) (Road Closure Signs) and 72-14FP (b) (Members of St James Church) are adopted and implemented. Pursuant to minute 65-14FP (b) (St John Ambulance Brigade)

Councillor G J Davis reminded members that apart from budgetary measures the Council has not fully investigated the location and availability of AED devices in the town and cautioned against proceeding with the recommendation. Councillor Miss J L Kinsman concurred and also posed the question on locations of the equipment. Councillor J Tivnan spoke of the need to work with other organisations following which the recommendation to purchase the device was withdrawn. Pursuant to minute 65-14FP (d) (Road Closure Signs) Councillor Tivnan expanded on the critical comments claiming Cornwall Council were asking for £40 to issue the licence but were contributing nothing toward the process. Pursuant to minute 65-14(f) (CCTV Cameras) whilst members **resolved** to purchase the CCTV camera in compliance with Financial Regulation 14.3, Councillor Mrs. R A Southworth sought clarity on the cost of the electrical installation. Members acknowledged that this recommendation was a key component in the installation of the camera. After due consideration it was further **resolved** that delegation is given to the Clerk to arrange for the electrical installation to a ceiling of £1,000 (Financial Regulation 7-6 refers – see also Best Value Statement 1). Pursuant to minute 67-14(a) (Marking of Fixed Assets) Councillor E H Andrews confirmed that together with the Assistant Town Clerk the external assets had been confirmed and the condition recorded. The report is being prepared by the Assistant Town Clerk. The Mayor reported on the poor condition of the Sam Basset memorial bench in Sparrow Park. After elaborating on the history of the project it was **resolved** that this Council would formally adopt the seat, add to the fixed asset register and simultaneously refurbish the seat in preparation for the Remembrance Day service. Pursuant to minute 67-14(b) (Suggested sale of the ride on lawn-mower) it was confirmed that this Council could sell the machine in the current condition provided that this is clearly stated. After further consideration it was **resolved** that the mower would be sold in the current condition with the added clause it is "sold as seen". Pursuant to minute 41-14FP (a) the Mayor confirmed that he has written to students at the Community College urging the students to report any misbehavior in the Skateboard Park and warning that the Town Council surveillance cameras were operational in this area. Councillor Mrs. C E Goodman also spoke on the efforts being made by the College in an effort to reduce vandalism

98-14 Financial Comparison

It was **resolved** that the September financial comparison (as circulated) is received and adopted. It was reported that the Assistant Town Clerk has reviewed the income and expenditure and confirmed the financial comparison as being accurate.

99-14 Accounts for payment

| PAYEE | REASON | GROSS | VAT | NET |
|-------------------------|-------------------------------|-----------|--------|-----------|
| British Telecom | Phone Bill | 28.21 | 4.70 | 23.51 |
| CORY Environmental | Wheelie Bin | 95.64 | 15.94 | 79.70 |
| Cornwall Council | Non-Domestic Rates (Nov) | 1,111.00 | 0.00 | 1,111.00 |
| Cornwall Council | Salaries | 20,261.19 | 0.00 | 20,261.19 |
| Southern Electric | Electricity | 575.78 | 95.96 | 479.82 |
| Torpoint Hardware & DIY | Maintenance Materials | 15.15 | 2.52 | 12.63 |
| WesternWeb | Website Config Members | 90.00 | 15.00 | 75.00 |
| Don Benson | Clock Winding | 28.00 | 0.00 | 28.00 |
| WesternWeb | Computer - Assistant Town Cle | 751.00 | 125.00 | 626.00 |
| M Acton | Laundry | 75.00 | 0.00 | 75.00 |
| Waterwise | Plumbing Bottle Trap | 6.40 | 1.07 | 5.33 |
| ITEC | Photocopies | 45.92 | 7.65 | 38.27 |
| Cornerstone Vision | Tyhee Times | 120.00 | 20.00 | 100.00 |
| British Gas | Gas Supply | 307.88 | 51.31 | 256.57 |
| British Gas | Electricity - Antony Road | 18.17 | 0.86 | 17.31 |
| South West Water | Antony Road Toilets | 110.70 | 8.34 | 102.36 |
| EE/T Mobile | Phones | 60.38 | 10.06 | 50.32 |
| Derrington Locksmith* | Repair Lock | 172.04 | 38.34 | 133.70 |
| Wilkinson Electrical** | Repair faulty light | 229.06 | 57.51 | 171.55 |

**Replacement of lost cheque 004815 (now cancelled and written back)

** Replacement of lost cheque 004821 (now cancelled and written back)

100-14 Correspondence

a) Torpoint and Rame Lions – Appreciation letter.
Noted.

b) M Thompson Neall – Town Clock.
Noted.

101-14 Reports

a) Cornwall Council:-

Councillor B Hobbs reported one of the benches adjacent to the St John Ambulance Hall has been refurbished at no cost to this Council. An acknowledgement of appreciation would be sent by the Town Mayor to the public spirited resident for undertaking the work. Councillor Hobbs also briefed members on proposals for a Rendel Park jetty informing the Council that a meeting has been arranged for Cornwall Councillors. In response to a question from Councillor Miss J L Kinsman on progress, Councillor Hobbs briefed members on the history of the project and the key personnel involved in the undertaking. Councillor G J Davis expressed disappointment that the Town Council have not been fully informed or involved in the process as one of the key stakeholders. Councillor Davis suggested that a representative from the Town Council is invited to future events. Councillor Hobbs confirmed that he would put this request to the bid writers. In response to a question on a timeline for the bid, Councillor Hobbs concede that this was unclear and the process was within the remit of the Bridge and Ferry Committee.

Councillor Hobbs then raised the matter of the library and drew attention to a circulated extract from a Cornwall Council minute ((x) SS7: Service Standard Change – Face to face Service (libraries/one stop

shops)) focusing on the confirmation made by the Cabinet member for Partnerships..... "that if Town and Parish Councils did not wish to take over a library then consideration should be given to reducing its opening hours or its closure". Councillor Hobbs spoke of the financial restraints that Cornwall Council were under and pointed to other Town and Parish Councils that were taking over libraries and One Stop Shops. Councillor Hobbs reported that Cornwall Council were discussing the possibility of operating a One Stop electronically. Councillor Hobbs reported that Looe Town Council were intending to run their library and posited the analogy of this Council undertaking the same function and concluded by urging this Council to look to the future. Councillor G J Davis whilst agreeing the importance of the Library and One Stop Shop to the town recommended a different model whereby the Library and One Stop service was run by a local Community Trust. It was noted that Devon County Council did not intend to close any libraries and that 10 pilot models were being investigated to look at running the libraries where staff would be transferred to the Trust. Councillor E H Andrews was of the opinion that this Council had no choice but to become involved if it wished to save this valuable community service. Councillor Mrs R A Southworth added that a local learning resource was looking to move into the library and that this should assist in the viability of the service. The Deputy Town Mayor drew attention to the impending precept meeting within a month and that a decision on possible support had to be taken imminently. Councillor Mrs C E Goodman praised the service that library provided for residents and Councillor Hobbs concluded by citing examples of the diversity of service provided following which it was **resolved** that a letter would be sent to the Head of Customers and Communities illustrating the importance of the current service to Torpoint and if it is intended to reduce or close the current service recommending that Cornwall Council should investigate the Devon model and that this Council were enthusiastic and wished to work with Cornwall Council as a pilot project. Councillor Pearn M N Pearn presented the ferry report is as follows.

| DATE | EFFICIENCY % | CROSSINGS |
|--------------------------------|-----------------|---|
| w/c 15 th September | 99.7% efficient | 4 crossings lost (loose segments) |
| w/c 22 nd September | 99.9% efficient | 2 crossings lost (fire alarm – shut down ferry) |
| w/c 29 th September | 99.4% efficient | 8 crossings lost (sheave replacement) |
| w/c 6 th October | 99.9% efficient | 2 crossings lost (Devonport flooding) |

Target is 99% efficient. Average since the last report is 99.7% with the average during the last rolling 12 month period 99.4%.

The Deputy Town Mayor expressed relief that there was no ferry strike last week and whilst understanding those with longevity of service might wish to go on strike, expressed disappointment that newly appointed ferry staff should even wish to go on strike. Councillor J Tivnan spoke on observed Health and Safety matters with some equipment on the ferry and the methodology of service.

b) Torpoint Town Partnership (TTP):-

The Mayor informed the meeting that funds for CLIC would be raised through the TTP. The Town Mayor confirmed that the Town Partnership would be the principal driver and organisers for the Armed Forces Day but that the Town Council would strategically oversee the event.

c) Marketing and Communications Working Party.-

The Chairman of the Asset Management and Operations Committee Councillor E H Andrews informed the meeting that due to the paucity of time between receiving the report and this meeting, suggested that the report would be considered further at the Asset Management and Operations Committee meeting and for any recommendation to be referred to the Council at the November meeting. Members **resolved** to implement the proposal.

102-14 Date of the next meeting.

Thursday 20th November 2014.

103-14 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 and also commercially sensitive information. (Public Bodies (Admission to Meetings) Act 1960). The minute is listed as confidential and appended to these minutes.

Meeting closed at 9.15p.m.Town Mayor
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OPEN FORUM

None.