



TORPOINT TOWN COUNCIL

NOTICE is hereby given that a meeting of Torpoint Town Council will be held on Thursday 18th April 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. Planning Applications.**
 - a) PA24/01697 - Single storey rear extension. 53 Cremyll Road Torpoint Cornwall PL11 2DZ. <https://planning.cornwall.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=S9M7ZLFGIQ100>
- 4. Cornwall Council Reports** (two reports as circulated).
- 5. Police Activity Newsletter and Report** (newsletter and report as circulated).
- 6. Minutes of the previous meeting.**
 - a) Minutes of the meeting held on Thursday 21st March 2024 (as circulated).
- 7. Matters arising from the minutes.**
 - a) Trevol Business Park Enforcement Investigation Update - (outcome from Cornwall Council Enforcement as circulated) (minute 215-23 (a) refers).
- 8. Mayor's communications.**
- 9. Finance and Operations Committee.**

Minutes of the meeting held on Wednesday 3rd April 2024 and to consider the recommendations in the minutes: - 140-23F&O (a) (Adopt the updated Health and Safety Policy), 140-23F&O (b) (Adopt the new Grants Policy), 141-23F&O (c) (Delegate to Clerk to investigate the installation of an additional defibrillator in the town, cost to be donated by a family in memory of a relative), 141-23F&O (c) (Decrease annual total Licensee Charges for Rooms 1 and 2) and 141-23F&O (e) (Adopt the Internal Controls Scrutiny report), as circulated.
- 10. Election of Deputy Town Mayor Designate for the Civic Year 2024-25.** (The previous written ballot taken being null and void.)
- 11. Development and Localism Committee.**

Minutes of the meeting held on Thursday 4th April 2024, there are no recommendations in the minutes, to follow.
- 12. Question of which notice has been given or notice of motion.**
- 13. Torpoint Ferry Statistics** (to follow).
- 14. Financial Information.** March 2024 Budget Variance (as circulated).

15. Accounts for payment.

PAYEE	Invoice /Reference No.	GROSS (£)	(VAT)(£)	NETT (£)	REASON
The Play Inspection Company	PO-0372 INV 67978	1,680.00	280.00	1,400.00	Annual Inspection License 24-25
ITEC	913817	70.66	11.78	58.88	Itec September 2023
Richards Builders Merchants Ltd	INV 889280	15.58	2.60	12.98	Maintenance
Wallgate Care Limited	INV 00034191	1,521.47	253.58	1,267.89	Annual Service Fee Public Conveniences
Cornish Tea & Cornish Coffee Co Ltd	SL84288	157.72	0.00	157.72	Library Café Supplies
BT	Q062 F2	710.07	118.35	591.72	BT Phone Services
Biffa	522C14780	44.86	7.48	37.38	General Waste Library
Don Benson	49	48.00	0.00	48.00	Clock Winding
ITEC	975125	45.34	7.56	37.78	Meter Readings March 2024
Cornwall ALC Limited	2425_192	2,509.05	343.04	2,166.01	Annual Subscriptions 24-25 NALC and CALC
Biffa	522C14779	31.90	5.32	26.58	Recycling Collection Library
Mole Valley Farmers	Torpoint Town Council	95.98	16.00	79.98	Compost Library Planters
Biffa	522C14781	31.90	5.32	26.58	Recycling Collection Council Chambers
Biffa	522C14782	58.56	9.76	48.80	General Waste Council Chambers
NABMA	INV 166	434.00	0.00	434.00	Annual Subscription
Andy Campfield	Photographs	20.00	0.00	20.00	Commonwealth Day Photos
Cornwall Council	802715760	444.00	0.00	444.00	Library Business Rates May 2024
Cornwall Council	802311466	1,322.00	0.00	1,322.00	Council Chambers Business Rates May 2024
Cornwall Council	802923069	54.00	0.00	54.00	Tennis Courts Business Rates May 2024
FOY-AIR	2164	67.18	11.20	55.98	Consumables Library
FOY-AIR	2163	57.54	9.60	47.94	Consumables Public Conveniences
Westcare	SORD00210364	408.20	68.03	340.17	Stationery Chambers and Library
FOY-AIR	2162	91.16	15.20	75.96	Consumables Council Chambers
James Hallam	532514926 (minus credit note 19579800)	176.96	0.00	176.96	Removal of previous van and addition of new van, insurance.
Western Web	24375	144.00	24.00	120.00	Amend Facilities for Hire Page
Western Web	24376	90.00	15.00	75.00	Replacement of Banners and Addition of Book a Tennis Court link
Print Options	14506	1,464.00	69.00	1,395.00	Artwork and Printing of 3600 12pg newsletters
TOTAL		11,794.13			

16. Correspondence.

- Making of Public Path Order – *The Cornwall Council Public footpath No. 3 Torpoint (Part) (Trematon Close, Torpoint) Public Path Extinguishment Order 2024* – Land at Trematon Close, PL11 4RY (as circulated).
- Employer Newsletter March 2024 – Cornwall Pension Fund (as circulated).
- Tamar Crossings Newsletter 12 Spring 2024 – Tamar Crossings (as circulated).
- Notification of CIL Neighbourhood Parish Payments April 2024 – Cornwall Council (as circulated).



17. Reports.

- a) Neighbourhood Development Plan (NDP) update.
- b) Torpoint Town Partnership (TTP) - (report from the Deputy Mayor).
- c) Town Team Project Board (TTPB) – update, recent meeting cancelled.
- d) Reports from delegates to outside bodies.
 - i) Torpoint Archives & Heritage Centre – March 2024 (report as circulated).

18. Date of next meeting.

Thursday 16th May 2024 – Annual Meeting (Mayor Making).

A handwritten signature in black ink that reads "C F Southworth". The signature is written in a cursive style and is underlined.

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

Friday 12th April 2024