



TORPOINT TOWN COUNCIL

Reverend Jo Northey led prayers before the meeting. Councillor K Ewert and one member of public were in the public gallery.

MINUTES of the meeting of Torpoint Town Council held on Thursday 18th July 2024 at 7.00pm in the Committee Room, 4 York Road, Torpoint.

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

	ACTION
<p>43-24 Apologies for absence: - Apologies for absence were submitted on behalf of Councillor Miss R A Evans BEM.</p>	
<p>44-24 Declarations of Interest relating to matters on the Agenda: - a) An NRI (Non-Registerable Interest) was declared by: - Councillor Mrs. L Fellows – (Agenda items 9 43-24F&O (a) as a relative of the applicant, 9 43-24F&O (f) as the Director of Beat4autism CIC, 10 51-24D&L (c) as the Director of Beat4autism CIC.)</p>	
<p>45-24 Planning Applications: - None.</p>	
<p>46-24 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, Councillor Ewert highlighted that the traffic lights on the A374 remain in place due to the discovery of further subsidence, a letter to the Portfolio Holder has been sent with the support of Councillor Tivnan.</p>	
<p>47-24 Police Activity Newsletter and Report: - A report on behalf of PC Gething was summarised, regarding the excessive number of sexual offences reported in last months' statistics. "Unfortunately, as I suspected, most of these are 'child to child' offences where juveniles have sent indecent images to one another. They often do not perceive themselves to be victims but, as soon as that picture is sent, they both commit and become the victim of a crime. The person receiving the image also commits a crime as soon as they look at it/ know it is in their possession. A lot of work is going into education in this area, this has been happening for years, but I think the school and parents are becoming more savvy and reporting to us more, which is positive. I can see no stranger related incidents so nothing that should cause concern to the general public." Councillor Mrs. J M Martin commented positively regarding the noticeable decrease in crime figures this month.</p>	
<p>48-24 Minutes of the previous meeting: - a) Minutes of the meeting held on Thursday 20th June 2024 (as circulated), are adopted.</p>	

<p>49-24 Matters arising from the minutes: - a) Update the Mayoral Board (minute number 31-24 (c) refers). the Town Clerk advised that the changes to the mayoral board have been completed. b) Adopt the updated Standing Orders: - Pursuant to minute number 33-34, the Clerk explained the Standing Orders had now been updated to reflect the changes and it is resolved the updated Standing Orders are adopted.</p>	
<p>50-24 Mayor’s communications: - The Town Mayor (Councillor G J Davis) summarised events recently undertaken. June</p> <ul style="list-style-type: none"> • 27th June – Ukrainian briefing from Richard Pymm and David Pond • 29th June – High Sheriff Garden Party, which was a great event for networking <p>July</p> <ul style="list-style-type: none"> • 2nd July – Water refill station opening – I understand this was very well attended, I unfortunately had to give my apologies • 11th July – Sea Cadets Inspection evening – this was a fabulous evening • 14th July Civic Service – Thank you to everyone who supported this prestigious occasion in the council calendar. Thank you to all the Council Officers for their support, making the event such a wonderful success. 	
<p>51-24 Finance and Operations Committee: - It is resolved the minutes of the meeting held on Monday 1st July 2024 and the recommendations in the minutes: 36-24F&O (a) Financial Regulations and Best Value Statement, 36-24F&O (b) Investment Strategy, 43-24F&O (a) Grant application/Free of charge usage Guard – up Boxing CIC, 43-24F&O (b) Grant application Mr P Smith, for Cremyll Road 3 years defibrillator monitoring and 43-24F&O (f) Respond to questions from resident from Beat4autism CIC representative, as circulated, are adopted.</p> <p>Pursuant to minute 43-24F&O (a) Grant application/Free of charge usage Guard – up Boxing CIC, in advance of the vote being taken, Councillor Mrs. J M Martin explained that instead of a financial grant being offered, an amount of free of charge use at the council chambers to the same value would be offered instead.</p> <p>(Councillor Mrs. L Fellows left the meeting whilst minute 43-24F&O (f) Respond to questions from resident from Beat4autism CIC representative was considered and voted upon.)</p> <p>Pursuant to minute 43-24F&O (f) Respond to questions from resident from Beat4autism CIC representative, the answer to question 5 should be updated to read: “the town council endeavours to support all organisations.....”.</p> <p>With permission from the Town Mayor, agenda item 15.g) Grant Application for Torpoint Play Tots was taken at this point in the meeting.</p> <p>Councillor Mrs. J M Martin presented the grant application from Torpoint Play Tots, whose had submitted a grant application for £5,000. Councillor Mrs. J M Martin explained, having seen the accounts, the unfortunate financial position the Torpoint Play Tots group are now in, adding they are now the only baby/toddler group for</p>	

<p>parents/grandparents/carers etc. in Torpoint. Following consideration of the proposal to grant fund £5,000, which was seconded and amendment was put. The amendment proposed a reduction in the grant to be offered by £4,000 to £1,000. The amendment was voted upon and won, following this it was unanimously resolved to award a grant of £1,000 to Torpoint Play Tots, with the offer of free advertising within the council's newsletter, as well as the opportunity to apply for another grant in 12 months' time.</p> <p>(Councillor J Tivnan BEM commented the group should also make applications to the two Cornwall Councillors for Community Chest funding.)</p>	
<p>52-24 Development and Localism Committee: - It is resolved the minutes of the meeting held on Thursday 4th July 2024, and the recommendations in the minutes: - 47-24D&L (c) Ask Torpoint Town Partnership to work alongside the council to plan and organise a tourism event in 2025 similar to the Feel Good Festival held in 2017, 49-24D&L (a) Costs and funding opportunities for the purchase and installation of accessible play equipment, 51-224D&L (c) Questions for the town council meeting held June 2024, 51-24D&L (b) Correspond with both parties involved: Mrs. C Shrimpton on behalf of the residents living near to Adela Road and Mrs. L Fellows, Director of Beat4autism CIC, as circulated, are adopted.</p> <p>Pursuant to minute 47-24D&L (c), it is agreed to remove the following wording from this recommendation: "use any funds already held in reserves".</p> <p>Pursuant to minute 49-24D&L (a) Costs and funding opportunities for the purchase and installation of accessible play equipment, the specific recommendations are copied in these minutes for clarity: -</p> <ul style="list-style-type: none"> i) Seek permission from Cornwall Council to install accessible play equipment; ii) Complete and submit funding bids, correspond with organisations to seek funding; iii) Organise appropriate fundraising events and seek local sponsorship; iv) Consult with the community and the DAP; v) Write and issue an invitation to tender for the installation and purchase of three pieces of accessible play equipment, into Cambridge Field. <p>(Pursuant to minute 51-224D&L (c) Questions for the town council meeting held June 2024 and 51-24D&L (b) Correspond with both parties involved Mrs. C Shrimpton on behalf of the residents living near to Adela Road and Mrs. L Fellows, Director of Beat4autism CIC. The Town Mayor took these proposals, as Councillor Mrs. L Fellows left the room whilst they were considered and voted upon.)</p> <p>(The Clerk is directed to update the minutes of the Development and Localism to include the questions from the member of the public.)</p>	<p>Clerk</p>
<p>53-24 Question of which notice has been given or notice of motion: - None.</p>	
<p>54-24 Torpoint Ferry Statistics: - Not available.</p>	

55-24 Financial Information: -

 It is **resolved** that the June 2024 Budget Variance as circulated, is received and adopted.

56-24 Accounts for Payment: -

Contact Name	Invoice Number	Total	VAT	NET	Description
Cornwall Council	802715760	444.00	0.00	444.00	Library Business Rates
Cornwall Council	802311466	1,322.00	0.00	1,322.00	Council Chambers Business Rates
Cornwall Council	802923069	54.00	0.00	54.00	Tennis Courts Business Rates J
L&L Diverse Solutions	014/2024	2,466.00	411.00	2,055.00	3 days Consultancy at £385 per day
MacWirther Western Ltd	#008192	371.30	61.88	309.42	Maintenance Contract Renewal
Gymaid Limited	7796	113.28	18.88	81.90	Trampoline Repairs Thanckes Park
M&M Plumbing and Heating	14414	744.73	124.12	620.61	Dolphin Water refill station installation
Richards	902541	11.58	1.93	9.65	Benodet Park Manintenance
Richards	902278	64.25	10.72	53.53	Community Payback Items
Richards	901836	115.42	19.25	96.17	Parks Maintenance
Richards	900467	75.86	12.64	63.22	Tea Hut Maintenance
Richards	900196	31.90	5.32	26.58	Library Maintenance
Richards	900030	5.95	0.99	4.96	Library Maintenance
Richards	899265	13.06	2.18	10.88	Beacon Lighting
Richards	899158	35.97	1.71	34.26	Beacon Lighting
Richards	899171	10.01	1.67	8.34	Parks Maintenance
Clerks and Councils Direct	5248	262.80	43.80	219.00	Ceremonial Scroll
St John Ambulance	SP2400372 2	137.28	22.88	114.40	Provision of first aid at beacon lighting
Complete Weed Control	SW3740	1,764.00	294.00	1,470.00	Supply and application of herbicide for the control of weeds
BS Embroidery Plus	4586	535.16	89.19	445.97	Supply and Embroider Staff Uniform
Security Dynamics	INV-0303	690.00	115.00	575.00	CCTV maintenance
Cornish Tea & Cornish Coffee Co Ltd	SL87349	120.00	0.00	120.00	Coffee machine rental

Clifton Emery Design Ltd	SI-4358	9,000.00	1,500.00	7,500.00	Preparation of a masterplan covering bottom end of Fore Street Area
BT	Q063 J6	770.47	128.41	642.06	Phone and internet contract
Biffa	522C39814	39.87	6.64	33.23	Recycling collection library
Biffa	522C39817	48.80	8.13	40.67	General waste collection council chambers
Biffa	522C39815	56.07	9.34	46.73	General waste collection library
Biffa	522C39816	39.87	6.64	33.23	Recycling collection council chambers
ITEC	1006776	38.98	6.50	32.48	Meter Readings Xerox
Richards	900211	64.21	10.70	53.51	Parks Maintenance
TOTAL		19,446.82			
The Purple Guide	CC PG021344	30.00	5.00	25.00	The Purple Guide - Payment for the Purple Guide Subscription
TORPOINT HARDWARE & D	CC 038325	10.00	1.67	8.33	TORPOINT HARDWARE & D - Keys Cut
Torpoint Library & Community Hub	CC TFELMP7RR H	32.50	5.42	27.08	Torpoint Library & Community Hub - Hot Drinks
Sam's Ironing Service	CC R54477	57.68	9.61	48.07	Sam's Ironing Service - Laundry tablecloths and tea towels
Rame Framing	CC 2198	45.00	7.50	37.50	Rame Framing - Framing for Rogers Scroll
Booker	CC 0231558	472.78	78.80	393.98	Booker - Cafe Supplies
Booker	CC 0231558	84.29	0.00	84.29	Booker - cafe supplies
Booker	CC 0231559	91.72	15.29	76.43	Booker - Cafe Supplies
Booker	CC 0231559	86.59	0.00	86.59	Booker - cafe supplies
TORPOINT HARDWARE & D	CC 4315	19.95	3.32	16.63	TORPOINT HARDWARE & D - Keys Cut
COBBLERS & KEYS	CC Engraving	57.97	9.66	48.31	COBBLERS & KEYS - Civic Awards Engraving
Lloyds Bank	CC Credit Card Annual Fee	32.00	5.33	26.67	Lloyds Bank - ANNUAL FEE
Adobe Systems Software Ireland Ltd	CC July 2024	16.64	0.00	16.64	Adobe Systems Software Ireland Ltd - Monthly subscription July 2024
XERO	CC July 2024 subscription	36.00	6.00	30.00	XERO - Monthly accounting software subscription July 2024

Amazon	CC Amazon	9.99	1.66	8.33	Amazon - weatherproof padlock
Amazon	CC Amazon	15.98	2.66	13.32	Amazon - sun cream
Amazon	CC Amazon	6.15	1.02	5.13	Amazon - sticky mounting pads
Amazon	CC Amazon	23.96	3.99	19.97	Amazon - refuse sacks
Amazon	CC Amazon	17.49	2.91	14.58	Amazon - Magnetic Fly Tape
Amazon	CC Amazon	69.98	11.66	58.32	Amazon - stain killer
Amazon	CC Amazon	(2.48)	(0.41)	(2.07)	Amazon - promotion
Amazon	CC Amazon	15.99	2.66	13.33	Amazon - clip boards
Amazon	CC Amazon	28.84	4.81	24.03	Amazon - Equal Angle
Amazon	CC Amazon	159.96	26.66	133.30	Amazon - Laminate for the bar
Amazon	CC Amazon	24.95	4.16	20.79	Amazon - Cargo Work Trousers
Amazon	CC Amazon	98.50	16.42	82.08	Amazon - work boots x 2
Amazon	CC Amazon	13.23	2.20	11.03	Amazon - Health and Safety Stickers
Amazon	CC Amazon	14.44	2.41	12.03	Amazon - Extension lead with surge protection
Amazon	CC Amazon	6.49	1.08	5.41	Amazon - no smoking signs library
Amazon	CC Amazon	15.36	2.56	12.80	Amazon - first aid kit
Amazon	CC Amazon	19.27	3.21	16.06	Amazon - Work Trousers
Amazon	CC Amazon	22.00	3.67	18.33	Amazon - Work Jacket
Amazon	CC Amazon	9.99	1.66	8.33	Amazon - work gloves
Clifford Motors	CC 681625	37.81	6.30	31.51	Clifford Motors - Fuel Unleaded
Amazon	CC Amazon	43.98	7.33	36.65	Amazon - Floor Buffer Pads
Amazon	CC Amazon	18.61	3.10	15.51	Amazon - Floor Polish
Amazon	CC Amazon	89.98	15.00	74.98	Amazon - Floor Varnish
Amazon	CC Amazon	4.99	0.83	4.16	Amazon - Memo Boards
Amazon	CC Prime Membershi p	95.00	15.83	79.17	Amazon - Amazon Prime Yearly Subscription

CO-OP GROUP 380558	CC Co-op	182.95	30.46	152.49	CO-OP GROUP 380558 - Cafe supplies and Newspapers
TOTAL		2116.53			
Corona Energy - Chambers- Gas	DD 18504577	397.69	66.28	331.41	Corona Energy - Chambers- Gas - Gas Supplied to the Council Chambers June - July 2024
ALD Automotive Limited t/a Ford Lease	DD July 2024	747.42	124.57	622.85	ALD Automotive Limited t/a Ford Lease - Monthly lease payment for vehicle July 2024
SSE - Cambridge Field - Elec	DD IV01107848	0.02	0.00	0.02	SSE - Cambridge Field - Elec - Supply of electricity to Cambridge Field 16/04/24 - 31/05/24
Xerox Finance	DD August 2024	164.22	27.37	136.85	Printer / Photocopier Finance
Everflow Water	DD 3380270	84.79	5.45	79.34	Everflow Water - Chambers Water Rates - Water 18/07/2024-17/08/2024
Everflow Water	DD 3380270	95.62	6.27	89.35	Everflow Water - Library Water Rates - Water 18/07/2024-17/08/2024
Everflow Water	DD 3380270	136.44	9.17	127.27	Everflow Water - Public Conveniences Water Rates - Water 18/07/2024-17/08/2024
Everflow Water	DD 3460871	84.79	5.45	79.34	Everflow Water - Chambers Water Rates - Water 18/08/2024 - 17/09/2024
Everflow Water	DD 3460871	(26.84)	(2.42)	(24.42)	Everflow Water - Library Water Rates - Water 18/08/2024 - 17/09/2024
Everflow Water	DD 3460871	136.44	9.17	127.27	Everflow Water - Public Conveniences Water Rates - Water 18/08/2024 - 17/09/2024
TOTAL		1820.59			

57-24 Correspondence: -

a) Review of Gambling Policy – Cornwall Council: Noted.

b) Notification relating to a property asset in your town/parish: Torpoint Fire Station (Old), Fore Street – Cornwall Council.

Following consideration it is **resolved** the council does not wish to have any interest in the Torpoint Fire Station (Old) building, in Fore Street.

c) CALC Training Update – Nimbrel e-learning modules: - Noted.

d) Save the date: RCHT (Royal Cornwall Hospitals NHS Trust) Research Charity Spring Ball 2025 is taking place on 11th April 2025: - Noted.

e) Full 45 gallon contents unknown on Town Beach, Torpoint, a potential Serious Pollution Threat – Mr M A Watkiss: -

The Clerk shared photos of the gallon drum and explained that following investigation the drum contains polystyrene and therefore is not currently an environmental cause for concern. Clerk is directed to reply to the correspondent and will also advise Antony Estate, who it is hoped will remove the drum from the foreshore.

f) Draft Housing Decarbonisation Strategy – Public Consultation – Cornwall Council: -

<p>Noted.</p> <p>g) Grant application from Torpoint Play Tots (Chairman of Finance and Operations Committee to present): - See minute number 51-24.</p> <p>h) Affordable Housing Newsletter July 2024: - Noted.</p> <p>i) Safety of Lithium ion Batteries and e-bikes and scooters – R Bailey: - Noted.</p>	
<p>58-24 Reports: -</p> <p>a) Neighbourhood Development Plan (NDP) update: - The Neighbourhood Development Plan is being resubmitted to Cornwall Council.</p> <p>i) Neighbourhood Development Plan and Replacement Boules Piste, correspondence from Torpoint District Twinning Association: - The correspondence was considered, the Clerk is directed to reply to explain a replacement boules pitch has been included in the updated Neighbourhood Development Plan, to be sited within the tennis courts area of Thanckes Park, giving a link to the updated Neighbourhood Development Plan.</p> <p>b) Torpoint Town Partnership (TTP): - The Deputy Mayor (Councillor Mrs. K Brownhill explained there has not been a meeting of the TTP since the last council meeting.</p> <p>c) Town Team Project Board (TTPB) – update, notes from meeting held Monday 24th June 2024: Following consideration of the notes of the TTPB meeting on Monday 24th June 2024, it is resolved the council adopts the Masterplan study as presented, for the Lower Fore Street Development, prepared by Clifton Emery Design Ltd.</p> <p>d) Reports from delegates to outside bodies.</p> <p>i) Torpoint Archives & Heritage Centre – June 2024: - Thank you to the Torpoint Archives and Heritage Centre, for their monthly report.</p> <p>ii) A374 Meeting: - Councillor C R Still updated members having attended a meeting called by Sheviocck Parish Council regarding speed limits of the A374, he explained a further meeting is being arranged for 2nd September and he will give feedback after this meeting is held.</p> <p>iii) Friends of Thanckes Park: - Councillor M J Spurling summarised the events being planned by the Friends of Thanckes Park over the summer. These include: -</p> <ul style="list-style-type: none"> ➤ Monday 29th July – free event in Bénodet Park, 10.00am start, with the Cornwall Mobile Library van attending along with staff from the Library and Community Hub; ➤ Thursday 8th August – Urban Green Shoots ‘Bug Hotel Building’ and ‘Exploring a Wildlife crime scene’, Thanckes Park, 10.00am – 3.00pm; ➤ Monday 19th August – free event in Bénodet Park, 10.00am start - collection for Ukraine; ➤ Tuesday 27th August – Urban Green Shoots Introduction to Trees also a fun day being run at in Bénodet Park with Plymouth Argyle Community Trust. <p>iv) Beat4autism CIC: - Monday 26th August - the Big Picnic.</p> <p>v) Community Area Partnership (CAP): - The Town Mayor (Councillor G J Davis) gave a brief summary having attended the recent CAP meeting.</p>	<p>Clerk</p>

<p>vi) Training event at the Library and Community Hub: - Councillor Mrs. J L Reeves, having attending the staff and volunteer training earlier the same day at the Library and Community Hub, wanted to minute her thanks the staff who had organised the training/event and also thanked [Councillor] Mrs. Fellows for giving an autism presentation as the Director of Beat4autism CIC.</p>	
<p>59-24 Date of next meeting: - Thursday 15th August 2024, apologies in advance were received from Councillor Mrs. J M Martin.</p>	
<p>Meeting closed at 7.55pm Town Mayor</p>	

DRAFT