



## TORPOINT TOWN COUNCIL

Councillor L E Keise led prayers before the meeting. A moment of reflection was taken to remember Roger Cook who had recently died. Councillor K Ewert and one member of public were in the public gallery.

MINUTES of the meeting of Torpoint Town Council held on Thursday 15<sup>th</sup> August 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 Miss R A Evans BEM, Mrs. L Fellows, Mrs. C E Goodman, L E Keise, Mrs. J L Reeves, M J Spurling, C R Still, J Tivnan BEM and B A Walsh also the Town Clerk & RFO (Clerk) and Town Council Support Officer were in attendance.

	<b>ACTION</b>
<p><b>60-24 Apologies for absence: -</b> Apologies for absence were submitted on behalf of Councillor Mrs. S G Bickle, Mrs. J M Martin, D S Phipps, C R Sawyer and R M Willoughby.</p>	
<p><b>61-24 Declarations of Interest relating to matters on the Agenda: -</b> a) An NRI (Non-Registerable Interest) was declared by: - Councillor Mrs. L Fellows – (Agenda item 13 (c) as the Director of Beat4autism CIC.)</p>	
<p><b>62-24 Planning Applications: -</b> a) PA24/03675 - Replacement of the natural slate roof on lean-to extension, and repairs to the underlying roof structure if required. Replacement of 4 timber windows with white uPVC and replacement of roof light. Leadwork and render repairs as required. 103 Carbeile Road, Torpoint, PL11 2NN. b) PA24/03676 - Listed Building Consent for replacement of the natural slate roof on lean-to extension, and repairs to the underlying roof structure if required. Replacement of 4 timber windows with white uPVC and replacement of roof light. Leadwork and render repairs as required. 103 Carbeile Road, Torpoint, PL11 2NN. <a href="https://www.cornwall.gov.uk/planning-and-building-control/planning-applications/online-planning-register/">https://www.cornwall.gov.uk/planning-and-building-control/planning-applications/online-planning-register/</a> The Clerk highlighted the heritage statement and comments from Historic England in relation to both of these applications as they are in relation to the same property. After discussion members <b>resolved</b> to object to both of the applications for the reasons sited within the heritage statement and to preserve and protect the history within the town.</p>	Clerk
<p><b>63-24 Cornwall Council Reports: -</b> 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 following complaints regarding the removal of a tree it was discovered that this was in fact on private land, but thanked the resident who reported this.  Councillor Tivnan, has recently circulated information from National Highways on the Saltash Tunnel works, due to start in January 2025. He continued that Cornwall Councillors are aware of the concerns surrounding the upcoming Saltash Tunnel refurbishment works and discussions are taking place between the relevant authorities on how best to manage this.  Councillor Tivnan drew members' attention to the change to an "appointment only system</p>	

<p>being trialled” for residents wishing to use the Household Waste Recycling Centre (HWRC) in Saltash, following reports from Devon and Cornwall Police and local traders that the queuing traffic visiting the HWRC is affecting both business and road safety. Councillor Ewert reminded members that DIY waste can be taken to the HWRC at Connon Bridge, to help ease some of the congestion and booking backlog.</p>	
<p><b>64-24 Police Activity Newsletter and Report: -</b> A report on behalf of PC Gething was summarised, regarding the rise in criminal damage reported in last months’ statistics. “I have checked last years’ stats which were calculated using slightly different date parameters and that figure is closer to this years’. I think the difference is due more to a reporting anomaly (i.e. due to the cut off of dates used this year) rather than anything to worry about.”</p>	
<p><b>65-24 Minutes of the previous meeting: -</b> a) Minutes of the meeting held on Thursday 18<sup>th</sup> July 2024 (as circulated), are adopted.</p>	
<p><b>66-24 Matters arising from the minutes: -</b> a) None.</p>	
<p><b>67-24 Mayor’s communications: -</b> The Town Mayor (Councillor G J Davis) summarised events recently undertaken.</p> <p><b>July</b></p> <ul style="list-style-type: none"> <li>• 20<sup>th</sup> July (Saturday) – The Coppola School of Performing Arts Awards Presentation Evening. Each year this is such an impressive evening and the number of children involved with The Coppola School of Performing Arts is a testament to Kelly-Jane Brown and the students’ love for her classes and Kelly-Jane being their teacher.</li> <li>• 25<sup>th</sup> July – Torpoint Ferryboaters Summer Concert – very well done to everyone involved in this performance.</li> </ul> <p><b>Future</b></p> <ul style="list-style-type: none"> <li>• 18<sup>th</sup> August (Sunday) – Torpoint Town Partnership Family Fun Dog Show, Bénodet Park, Registration from 1.00pm – <i>Is your fur baby</i></li> <li>• <i>The loveliest lady?</i></li> <li>• <i>A fabulous fella?</i></li> <li>• <i>A golden oldie?</i></li> <li>• <i>Best youngster?</i></li> <li>• <i>Do they have the floppiest ears or the waggiest tail?</i></li> </ul> <p><b>Roger Cook</b></p> <p>I was greatly saddened to hear of the recent passing of Roger Cook. Roger provided a lifetime of eminent services to the town as a member of the Torpoint Division of the St John Ambulance. With the St John Ambulance he undertook many, many thousands of hours of entirely voluntary duties, providing first aid cover to the whole community, as well as training and education of first aid and lifesaving skills. Roger quietly and diligently helped so many people when they needed help, reducing the potential severity of injuries and saving lives. He was the divisional leader for the Torpoint St John Ambulance Cadets for most of his time in the St John Ambulance. Through this he supported hundreds of young people to gain essential life skills, first aid and proficiencies, with over 120 of his</p>	

<p>cadets receiving the highest cadet award available the Grand Prior Award. Very few people have given such service to the town and I was very proud that we as a council took the opportunity to honour him with the presentation of a lifetime of service scroll at the Civic Service in July. Our thoughts at this time are with his family and friends.</p> <p>It is <b>resolved</b> the Union Flags will fly at half-mast on the day of Roger Cook's funeral.</p>	Clerk																																																						
<p><b>68-24 Question of which notice has been given or notice of motion: - None.</b></p>																																																							
<p><b>69-24 Torpoint Ferry Statistics: -</b> The Town Mayor (Councillor G J Davis) thanked the Torpoint Ferry staff for the report. Following a suggestion put by Councillor M J Spurling, it is <b>resolved</b> the town council will correspond and thank the Torpoint Ferry for the provision of extra ferries and crossings during the British Firework championships, for two nights held in Plymouth, plus the Mount Edgcombe Classic Car Show.</p>	Clerk																																																						
<p><b>70-24 Financial Information: -</b> It is <b>resolved</b> that the July 2024 Budget Variance as circulated, is received and adopted. The Clerk drew members' attention to the high amount of income generated since the refurbished tennis courts were launched and it is agreed this information will be shared in the next edition of the council newsletter. a) Update from the Town Clerk regarding External Audit:- The Clerk updated members regarding the latest questions from the external auditor, which had all been responded to, the Conclusion of audit for the financial year end 31<sup>st</sup> March 2024 is now awaited.</p>	Clerk																																																						
<p><b>71-24 Accounts for Payment: -</b></p> <table border="1" data-bbox="119 1198 1300 2027"> <thead> <tr> <th>Contact Name</th> <th>Invoice Number</th> <th>Total</th> <th>VAT</th> <th>NET</th> <th>Description</th> </tr> </thead> <tbody> <tr> <td>Cornwall Council</td> <td>802715760</td> <td>444.00</td> <td>0.00</td> <td>444.00</td> <td>Library Business Rates June 2024</td> </tr> <tr> <td>Cornwall Council</td> <td>802311466</td> <td>1322.00</td> <td>0.00</td> <td>1322.00</td> <td>Council Chambers Business Rates June 2024</td> </tr> <tr> <td>Cornwall Council</td> <td>802923069</td> <td>54.00</td> <td>0.00</td> <td>54.00</td> <td>Tennis Courts Business Rates June 2024</td> </tr> <tr> <td>Unique Fire and Security</td> <td>SI33905</td> <td>338.57</td> <td>56.43</td> <td>282.14</td> <td>Fire Maintenance and Monitoring</td> </tr> <tr> <td>Biffa</td> <td>522C48267</td> <td>83.50</td> <td>13.00</td> <td>69.58</td> <td>Recycling Collection Council Chambers and Annual Waste Transfer Note Compliance Charge</td> </tr> <tr> <td>Biffa</td> <td>522C48268</td> <td>110.16</td> <td>18.36</td> <td>91.80</td> <td>General Waste Collection Council Chambers and Annual Waste Transfer Note Compliance Charge</td> </tr> <tr> <td>Biffa</td> <td>522C48266</td> <td>96.46</td> <td>16.08</td> <td>80.38</td> <td>General Waste Collection Library and Annual Waste Transfer Note Compliance Charge</td> </tr> <tr> <td>Biffa</td> <td>522C48265</td> <td>83.50</td> <td>13.00</td> <td>69.58</td> <td>Recycling Collection Library and Annual Waste Transfer Note Compliance Charge</td> </tr> </tbody> </table>	Contact Name	Invoice Number	Total	VAT	NET	Description	Cornwall Council	802715760	444.00	0.00	444.00	Library Business Rates June 2024	Cornwall Council	802311466	1322.00	0.00	1322.00	Council Chambers Business Rates June 2024	Cornwall Council	802923069	54.00	0.00	54.00	Tennis Courts Business Rates June 2024	Unique Fire and Security	SI33905	338.57	56.43	282.14	Fire Maintenance and Monitoring	Biffa	522C48267	83.50	13.00	69.58	Recycling Collection Council Chambers and Annual Waste Transfer Note Compliance Charge	Biffa	522C48268	110.16	18.36	91.80	General Waste Collection Council Chambers and Annual Waste Transfer Note Compliance Charge	Biffa	522C48266	96.46	16.08	80.38	General Waste Collection Library and Annual Waste Transfer Note Compliance Charge	Biffa	522C48265	83.50	13.00	69.58	Recycling Collection Library and Annual Waste Transfer Note Compliance Charge	
Contact Name	Invoice Number	Total	VAT	NET	Description																																																		
Cornwall Council	802715760	444.00	0.00	444.00	Library Business Rates June 2024																																																		
Cornwall Council	802311466	1322.00	0.00	1322.00	Council Chambers Business Rates June 2024																																																		
Cornwall Council	802923069	54.00	0.00	54.00	Tennis Courts Business Rates June 2024																																																		
Unique Fire and Security	SI33905	338.57	56.43	282.14	Fire Maintenance and Monitoring																																																		
Biffa	522C48267	83.50	13.00	69.58	Recycling Collection Council Chambers and Annual Waste Transfer Note Compliance Charge																																																		
Biffa	522C48268	110.16	18.36	91.80	General Waste Collection Council Chambers and Annual Waste Transfer Note Compliance Charge																																																		
Biffa	522C48266	96.46	16.08	80.38	General Waste Collection Library and Annual Waste Transfer Note Compliance Charge																																																		
Biffa	522C48265	83.50	13.00	69.58	Recycling Collection Library and Annual Waste Transfer Note Compliance Charge																																																		

Richards Builders Merchants Ltd	893015	131.46	21.91	109.55	Parks Maintenance
South West Councils	000007024 2	110.40	18.40	92.00	Lizeta Fellows Neurodiversity Training
Health & Safety Adviser Online	71- 2814714	79.80	0.00	79.80	Online Subscription
Cornish Tea & Cornish Coffee Co Ltd	SL88575	120.00	0.00	120.00	Coffee Machine Rental - Library
Print Options	INV-14663	1864.00	69.00	1795.00	Newsletter Artwork and Printing July 2024
Cornish Pod	iz1626	1714.40	0.00	1714.40	Buffet for Civic Service and Parade
Andy Campfield	Photos For Civic Parade	30.00	0.00	30.00	Photographs for Civic Service and Parade
Every Corner Distribution Ltd	Newsletter Distributio n July 2024	714.00	119.00	595.00	Newsletter Distribution July 2024
Cornish Pod	iz1628	151.65	0.00	151.65	Refreshments for Library & Community Hub Training Day
Camilla Rose Signwriter	INV- 000588	90.00	0.00	90.00	Updates to the Mayoral Board
Sea Cadets	262	100.00	0.00	100.00	Band for Civic Parade
Westcare Limited	SORD0021 2702	248.83	41.47	207.36	Stationery Order
Clifton Emery Design Ltd	SI-4701	1440.00	240.00	1200.00	Adjustments to the Neighbourhood Plan
AHGTC	Membersh ip 2024 - 2025	30.00	0.00	30.00	Annual Membership to the Ancient and Honourable Guild of Town Criers
Cornwall Council	INV 810049041 0	79198.78	72.00	79126.78	Salaries April - June 2024 plus Mayor's Allowance
ITEC	1015505	96.35	16.06	80.29	Meter Readings Photocopier
The Play Inspection Company	70658	594.00	99.00	495.00	Outdoor Annual Inspection and Life Expectancy - Came & Co
Don Benson	53	60.00	0.00	60.00	Clock Winding St James
Biffa	522C39815	11.21	0	11.21	July Invoice Underpaid (Admin Error)
Biffa	522C39817	9.76	0	9.76	July Invoice Underpaid (Admin Error)
Biffa	522C39816	7.97	0	7.97	July Invoice Underpaid (Admin Error)
Biffa	522C39814	7.97	0	7.97	July Invoice Underpaid (Admin Error)
Clay Art	050723ME	217.74	0	217.74	Provision of Clay Art Sessions – Library

<b>TOTAL</b>		<b>89,560.51</b>			
Amazon	CC Amazon	22.79	3.80	18.99	Amazon - Masking Tape
Amazon	CC Amazon	18.27	3.04	15.23	Amazon - Glue and parcel papaer
Amazon	CC Amazon	11.38	1.90	9.48	Amazon - Coloured tape
Amazon	CC Amazon	13.38	2.23	11.15	Amazon - ID cards - Blank
XERO	CC August 2024 subscriptio n	36.00	6.00	30.00	XERO - Monthly accounting software subscription August 2024
Lloyds Bank Credit Card	CC Cashback Credit	0.19	0.03	0.16	Lloyds Bank Credit Card - CASHBACK CREDIT
DEVON DOOR AND LOCK CO	CC	46.00	7.67	38.33	DEVON DOOR AND LOCK CO - Devon Door and Lock Co Plymouth GBR
Adobe Systems Software Ireland Ltd	CC August 2024	16.64	0.00	16.64	Adobe Systems Software Ireland Ltd - Monthly subscription August 2024
Amazon	CC Amazon	12.99	2.16	10.83	Amazon - Plastic Soap Dispenser
Amazon	CC Amazon	13.75	2.29	11.46	Amazon - Cleaning in progress signs
Amazon	CC Amazon	65.97	10.99	54.98	Amazon - Caution cones
Amazon	CC Amazon	11.48	1.91	9.57	Amazon - Wet floor signs
Booker	CC 0484370	349.24	58.21	291.03	Booker - Cafe Supplies
Booker	CC 0484370	117.76	0.00	117.76	Booker - cafe supplies
B&M	CC 182649	73.00	12.17	60.83	B&M - Screenwash and RAC snow foam
Amazon	CC Amazon	18.99	3.16	15.83	Amazon - Lever Arch Files
Amazon	CC Amazon	14.23	2.37	11.86	Amazon - Filing Cabinet dividers
Amazon	CC Amazon	12.99	2.16	10.83	Amazon - First aid kit refill library
Amazon	CC Amazon	6.79	1.13	5.66	Amazon - Staples for staple gun
SAINSBURYS S/MKTS	CC R89036	6.20	1.03	5.17	SAINSBURYS S/MKTS - Cafe Supplies
SAINSBURYS S/MKTS	CC R89036	3.00	0.50	2.50	SAINSBURYS S/MKTS - Newspapers

B&Q	CC R22620	33.84	5.64	28.20	B&Q - Parks Maintenance
Mole Valley Farmers	CC RS2111T02	28.02	4.67	23.35	Mole Valley Farmers - Parks Improvements
Torpoint Library & Community Hub	CC MDZDEDQ R-5404	5.70	0.95	4.75	Torpoint Library & Community Hub - Hot Drinks
SAINSBURYS S/MKTS	CC R15238	3.00	0.50	2.50	SAINSBURYS S/MKTS - Newspapers
SAINSBURYS S/MKTS	CC R15238	19.50	3.25	16.25	SAINSBURYS S/MKTS - Cafe Supplies
SAINSBURYS S/MKTS	CCR33662	6.60	1.10	5.50	SAINSBURYS S/MKTS - Cafe Supplies
SAINSBURYS S/MKTS	CCR33662	4.75	0.79	3.96	SAINSBURYS S/MKTS - Newspapers
Rame Framing	CC 2236	65.00	10.83	54.17	Rame Framing - Framing for Rogers Scroll
Amazon	CC Amazon	7.99	1.33	6.66	Amazon - Till Roll For Library Cafe
Amazon	CC Amazon	18.99	3.16	15.83	Amazon - Outdoor Broom
Amazon	CC Amazon	37.60	6.27	31.33	Amazon - Fuel Cans
Amazon	CC Amazon	37.98	6.33	31.65	Amazon - Strimmer Wire / Heads
Amazon	CC Amazon	18.60	3.10	15.50	Amazon - Telescopic cleaner - hose attachment
CO-OP GROUP 380558	CC Co-Op	179.95	29.97	149.98	Library Newspapers and Café Supplies
<b>Total</b>		<b>1,338.56</b>			
EE	DD V0224586 8860	108.73	18.12	90.61	EE - Mobile Phone Contracts July - August
XEROX Finance	DD August 2024	164.22	27.37	136.85	XEROX Finance - Photocopier Finance
ALD Automotive Limited t/a Ford Lease	DD August 2024	747.42	124.57	622.85	ALD Automotive Limited t/a Ford Lease - Monthly lease payment for vehicle August 2024
ENGIE Electricity Public Conveniences	DD 2-04399907	169.93	8.09	161.84	ENGIE Electricity Public Conveniences - Electricity Supplied to Public Conveniences 01/06/2024 - 30/06/2024
ENGIE Electricity Cambridge Field	DD 2-04399908	45.71	2.18	43.53	ENGIE Electricity Cambridge Field - Electricity supplied to Cambridge Field 01/06/24 - 30/06/24

Everflow Water	DD 3543326	78.47	5.01	73.46	Everflow Water - Chambers Water Rates 18/09/2024-17/10/2024
Everflow Water	DD 3543326	246.81	17.03	229.78	Everflow Water - Library Water Rates 18/09/2024-17/10/2024
Everflow Water	DD 3543326	130.17	8.75	121.42	Everflow Water - Public Conveniences Water Rates - Water 18/09/2024 - 17/10/2024
Corona Energy - Chambers- Gas	DD 18568232	253.18	12.06	241.12	Corona Energy - Chambers- Gas - Gas Supplied to Council Chambers July 24 - Aug 24
<b>TOTAL</b>		<b>1,944.64</b>			

**72-24 Correspondence: -**

a) Questions for council regarding net zero target – Mr S Pike: -

It was **resolved** to suspend standing orders to allow the correspondent, in the public gallery, to speak on the matter. At 7.40pm it was **resolved** to re-instate standing orders.

Following consideration of the correspondence, the question about the initial research undertaken, was responded to.

b) Stroke Association Summer 2024 update – Stroke Association: -  
Noted.

c) Further questions from Mr K Moon: -

Following consideration and members' discussion on the questions/correspondence as detailed, it is **resolved** to reply: - the council considers it is happy with the process undertaken at Public Forum, in advance of the July 2024 council meeting. It is at the discretion of the Chairman to extend the time permitted for questions during Public Forum and in this regard Standing Orders were followed accordingly.

(Councillor Mrs. L Fellows left the room for this agenda item).

d) Online Survey – Tamar Valley National Landscape Management Plan 2025 – 2030 and press release (as circulated) <https://letstalk.cornwall.gov.uk/tamar-valley>: -  
Noted.

e) Torpoint Civic Chain quotation for repairs, plus additional insurance premium – Buck & Co. Jewellers: -

The information about the proposed repairs, with the accompanied quotation, plus additional insurance premium payable, whilst the Civic Chain is in the Jewellers was considered. Also, the Clerk advised there would be a charge to the council to undertake and provide a written valuation, for insurance purposes, of the Civic Chain, also quotation for the cost of a guard chain. Following discussion, it is **resolved** to instruct Buck and Co Jewellers, Bodmin, to undertake the following repair work: -

- Remove existing brass and silver hooks from side medallions, remove all old lead solder. Make new replacement hooks in sterling silver, and solder to the original positions on the side medallions.
- Check all links throughout the whole chain, make replacements where necessary to match the original links, fit and solder. Solder existing links where open, or where original solder joints have cracked.

<ul style="list-style-type: none"> <li>• Rebuild or replace large silver swivel clip on the front part of the chain. Make and fit a new link, and solder.</li> <li>• Make and supply extra drop link for the enamel jewel pendant, and solder.</li> <li>• Restore outer blue enamel ring on the enamel pendant to front of chain, and re-polish existing silver, and refinish as necessary.</li> <li>• Make a new fitting for the rear of the enamelled piece to attach the back engraved section that has been glued on.</li> </ul> <ol style="list-style-type: none"> <li>1. Total cost of the repair works is <b>£2,465.00, plus VAT</b>, total £2,958.00.</li> <li>2. An additional insurance premium for a 14 day period (Lloyds of London, c/o T.H. Marsh &amp; Co Ltd) at <b>£498.00 (VAT exempt)</b> is also required.</li> <li>3. To provide a written valuation, for insurance purposes, of the Civic Chain at a cost of <b>£500.00 plus VAT</b>.</li> <li>4. Quotation for the creation of a guard chain with double clips in a heavy weight 4mm belcher style silver chain is <b>£134.00, plus VAT at 20%</b>, which totals £165.60.</li> </ol> <p>In addition it is <b>resolved</b> to purchase a 'peli' storage box, at an approximate cost of £300.00, for the safe transportation and storage of the Civic Chain. In due course, a policy will be written, which will detail the safe storage and transportation of the Civic Chain.</p> <p>The Clerk explained there is no budget allocation for this expenditure, however, members' agreed the work to the Civic Chain are essential. Therefore the Civic Expenses cost centre will be used and will be over budget for the financial year 2024/25.</p> <p>f) Television &amp; Film Licence Compliance – MPLC: - It is <b>resolved</b> to accept the quotation as detailed, to be compliant with the Television and Film Licence Compliance.</p> <p>g) Employer Newsletter – Cornwall Pension Fund: - Noted.</p> <p>h) Torpoint old fire station – S Huggins Marine/Plymouth Boat Park: - Noted.</p> <p>i) Strke Association South West Involvement Network members wanted!:- Noted.</p> <p>j) CALC News round-up 01 August 2024 – CALC: - Noted.</p> <p>k) CALC Training Update August 2024 – CALC:- Noted.</p>	<p>Clerk</p> <p>Clerk Clerk/Council</p> <p>Clerk</p>
<p><b>73-24 Reports: -</b></p> <p>a) Neighbourhood Development Plan (NDP) update. Notice of Publication of the proposed Torpoint Neighbourhood Development Plan PA24/00004/NDP, (Regulation 16) consultation from Thursday 8<sup>th</sup> August 2024 – Friday 20<sup>th</sup> September 2024 midnight (extended for bank holiday), see <a href="https://www.cornwall.gov.uk/planning-and-building-control/planning-applications/online-planning-register/">https://www.cornwall.gov.uk/planning-and-building-control/planning-applications/online-planning-register/</a> to make comments online. Comments can also be made by post to Neighbourhood Planning, PO Box 676, Threemilestone, Truro, TR1 9EQ. This is the next stage in the statutory process.</p> <p>b) Torpoint Town Partnership (TTP). The Deputy Mayor (Councillor Mrs. K Brownhill) summarised the recent TTP meeting held on 30<sup>th</sup> July. The arrangements for the Family Dog Show were agreed at the meeting, also, information regarding the Bonfire and Fireworks event being planned by Torpoint Scouts for Friday 1<sup>st</sup> November was shared; the TTP were asked by the council to organise and plan the</p>	



<p>tourism event in 2025. The TTP has agreed to do this and a name will need to be agreed upon, a small working group is being set up and funding will be applied for. The next meeting is scheduled for Tuesday 10<sup>th</sup> September at 6.00pm.</p> <p>Following a request for an update on the forthcoming council fundraiser, being planned at Bénodet Park, to fundraise for accessible play equipment, Councillor Mrs. L Fellows gave a brief update on the plan for the event, scheduled for Saturday 31<sup>st</sup> August from 1.00pm. An email is being sent to local organisations seeking support. Torpoint Community Cinema is sponsoring the hotdogs and have applied for the TEN (Temporary Event Notice) to sell alcohol. There will be various stalls including: a wine/water bottle staff, a tombola and a bucket collection licence has been obtained. Councillor Miss R A Evans BEM asked to minute thanks to Councillor Fellows and Councillor Mrs. J M Martin for their help with organising the event, which will include a Children's Entertainer, sponsored by Torpoint Street Markets. There will also be an open mic session. A request for additional payment card machines was made and several members' offered their support to loan theirs, on the agreement that all funds taken at the event would then be transferred to the council bank account.</p>	Clerk
<p>The Clerk was delighted to advise Cornwall Council has given formal permission for accessible play equipment to be installed in Cambridge Field.</p> <p>This prompted Councillor Miss R A Evans BEM, with permission from the Chairman, to announce the news, received today, from The Dan Maskell Tennis Trust, funding would be made available for two Roma Sport Tennis Wheelchairs, with the council required to contribute £300.00 towards the cost of each wheelchair.</p> <p>c) Town Team Project Board (TTPB) – update from meeting held Monday 12<sup>th</sup> August 2024: -</p> <p>The Chairman (Councillor G J Davis) explained, following the council's recent adoption of the Masterplan, this will now need to be formally consulted upon. Following consideration of the quotation, it is <b>resolved</b> to appoint Go Collaborate at a cost of £1,500.00 to undertake the digital consultation on the Masterplan, which will commence not before 1<sup>st</sup> September, so not directly alongside the Neighbourhood Development Plan. Members' were reminded that only one quotation only has been sought for this service, as the organisation have been used before, for the Neighbourhood Development Plan.</p>	Clerk
<p>d) Reports from delegates to outside bodies.</p> <p>i) Torpoint Archives &amp; Heritage Centre – July 2024: -</p> <p>The Chairman (Councillor G J Davis) thanked the Torpoint Archives and Heritage Centre for their monthly report.</p> <p>ii) Report CALC update following online meeting attending – July 2024: -</p> <p>Councillor Mrs. L Fellows presented the report, as previously circulated. Following consideration of the plans for the Election 2025, members' expressed an enthusiasm to run a stall at a future street market, to help promote being a councillor. Additionally, the Clerk is directed to liaise with Cornwall Council and CALC, requesting for councillor nomination papers to be able to be handed in at Torpoint, instead of travelling to Liskeard, as it is considered the travel to Liskeard is a barrier to applying to become a councillor.</p> <p>iii) The Chairman (Councillor G J Davis) highlighted the next Community Area Partnership (CAP) meeting is scheduled for Tuesday 3<sup>rd</sup> September and he will be giving his apologies for this meeting.</p>	Clerk
<p><b>74-24 Date of next meeting:</b> Thursday 19<sup>th</sup> September 2024.</p>	

Meeting closed at 8.22pm..... Town Mayor	
--	--

DRAFT