



## TORPOINT TOWN COUNCIL

Reverend Jo Northey led prayers before the meeting.

There were two members of the public and PC Hayley Gething in the public gallery. One member of the public left during the meeting.

MINUTES of the meeting of Torpoint Town Council held on Thursday 21<sup>st</sup> November 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. C E Goodman, L E Keise, Mrs. J M Martin, D S Phipps, C R Sawyer, M J Spurling, C R Still, J Tivnan BEM also the Town Clerk & RFO (Clerk) and Town Council Support Officer were in attendance.

	<b>ACTION</b>
<p><b>113-24 Suspension of Standing Orders: -</b> It was <b>resolved</b> to suspend standing orders, to allow a member of the public to speak on a matter on the council meeting agenda. Standing orders resumed at 7.15pm.</p>	
<p><b>114-24 Apologies for absence: -</b> Apologies for absence were submitted on behalf of Councillors Miss R A Evans BEM, Mrs. L Fellows, Mrs. J L Reeves, B A Walsh and R M Willoughby, also Councillor Mrs. K Ewert.</p>	
<p><b>115-24 Declarations of Interest relating to matters on the Agenda: -</b> a) An NRI (Non-Registerable Interest) was declared by: - Councillor Mrs. J M Martin – (Agenda item 11. Finance and Operations Committee Appendix 1 Hiring and Lettings charges, also Agenda item 16(e) Correspondence from Cornwall Council.) b) An NRI (Non-Registerable Interest) was declared by: - The Deputy Mayor (Councillor Mrs. K Brownhill) – (Agenda item 11. Finance and Operations Committee Appendix 1 Hiring and Lettings charges.)</p>	
<p><b>116-24 Planning Applications: -</b> None.</p>	
<p><b>117-24 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 Tivnan informed members that the work to the footpath to the rear of Sydney Road Bungalows is almost complete. Updated information received from Councillor Mrs. K Ewert stated that the ongoing road works and signage along the A374 will remain in place until June 2025, depending on the outcome of future budget negotiations.</p>	
<p><b>118-24 Police Activity Newsletter and Report: -</b> The monthly crime statistics report was noted, along with the latest Newsletter. PC Gething addressed the rise in reports of ‘violent crime’ highlighting that these have mainly been domestic and that an incident at the doctor’s surgery had been successfully dealt with. PC Gething also informed members that the new Tri-Service Safety Officer Megan Buckley is doing an excellent job however, PCSO Sid Lawrence is currently unwell. Members’ passed on their best wishes to him.</p>	

<p><b>119-24 Minutes of the previous meeting: -</b>  a) Minutes of the meeting held on Thursday 17<sup>th</sup> October 2024, as circulated, are adopted and were signed by the Chairman.  b) Minutes of the Extraordinary meeting held on Tuesday 22<sup>nd</sup> October 2024, as circulated, are adopted and were signed by the Chairman.</p>	
<p><b>120-24 Matters arising from the minutes: -</b>  None.</p>	
<p><b>121-24 Mayor's communications: -</b>  The Town Mayor (Councillor G J Davis) summarised events recently undertaken.</p> <p>Thursday 7<sup>th</sup> November – Attended the Rame Cluster meeting to update attendees on the process of the 3G Artificial Football Turf Pitch project, all were excited about the updates and keen for the project to begin progressing to the next stage.</p> <p>Friday 8<sup>th</sup> November – Attended the Torpoint Nursery and Infant School Remembrance Service. A lovely afternoon as always, thank you to everyone involved in the organisation of this event and for having kept the tradition alive.</p> <p>Sunday 10<sup>th</sup> November – Thank you to Deputy Mayor (Councillor Mrs. K Brownhill) for representing the Town at the Torpoint Remembrance Service at St. James Church and to Councillor Mrs. J M Martin for representing the Town at the service at Horson Cemetery with HMS Raleigh. Well done and thank you to all who were involved in helping with the gentleman who collapsed and for ensuring this was carried out with dignity and professionalism.</p> <p>Monday 11<sup>th</sup> November – Armistice Day service at Sparrow Park, thank you to all who attended.</p> <p>Friday 15<sup>th</sup> November – Cheque presentation from Frank Holden and the 1730 Club for £100 towards the provision of accessible play equipment for the town. Thank you very much for this, the support from the community and its organisations so far on this project has been brilliant.</p> <p>Sunday 17<sup>th</sup> November – The town Christmas tree and Christmas lights were put up by a team of volunteers, thank you for giving up your time year-on-year in order to make this happen for the community. The Christmas lights switch on event will take place on Saturday 30<sup>th</sup> November starting from 2.00pm with the big switch on at 6.00pm. The best dressed window winner will also be announced!</p> <p>Please take a look at the diary dates for December as there is a lot going on! An event of note is the town Carol Service at St. James Church on Sunday 8<sup>th</sup> December.</p> <p>There will also be Mayor's Drinks taking place in the Council Chambers after the December Council Meeting on Thursday 19<sup>th</sup> December.</p>	
<p><b>122-24 Personnel Committee: -</b>  It is <b>resolved</b> the minutes of the meeting held on Tuesday 22<sup>nd</sup> October 2024 and the recommendations in the minutes: - 25-24Pers (b) To increase the current NJC* [National Joint Council for Local Government Services] spinal points for the employees of the council as detailed, with effect from 1<sup>st</sup> April 2025 and 25-24Pers (b) To include the amount of</p>	

<p><b>£356,019.00</b>, for the salaries budget 25/26 [this is the correct amount] following announcements made in the Autumn '24 budget], and are adopted. It is further <b>resolved</b> that pursuant to Section 1(2) of the Public Bodies (Admission to meetings) Act 1960 the public and press will leave the meeting for confidential staffing discussions.</p>	
<p><b>123-24 Development and Localism Committee: -</b> It is <b>resolved</b> the minutes of the meeting held on Monday 4<sup>th</sup> November 2024 and the recommendation in the minutes: - 94-24D&amp;L (b) Include Skate Park Project in the updated Town Council Action Plan as well as note and attach the presentation from Torpoint Ramps Forum to the minutes of this meeting, as circulated are adopted.</p>	
<p><b>124-24 Finance and Operations Committee: -</b> It is <b>resolved</b> the minutes of the meeting held on Thursday 7<sup>th</sup> November 2024 and the recommendations in the minutes: - 77-24F&amp;O To consider the Hiring and Letting Charges for the 2025-26 financial year (see Appendix 1) and 78-24F&amp;O To consider the Council Budget for the 2025-26, 2026-27 and 2027-28 financial years (see Appendix 2), as circulated are adopted.</p> <p><b><i>Members were asked by the Town Clerk: Under Section 106 of the Local Government Act, any Member who has unpaid council tax over 2 months old, must declare the fact at the meeting and is not allowed to vote on budget/council tax setting agenda item.</i></b></p> <p><b>[The minutes below are copied from the budget setting Finance and Operations Committee meeting minutes held Thursday 7<sup>th</sup> November 2024 for transparency.]</b></p> <p>The Clerk detailed, the information from Cornwall Council regarding the council tax base for the 2025-26 financial year, which was officially due to be circulated to all councils by the end of the following day. The Excel spreadsheet, received from Cornwall Council, enables Town and Parish Councils, having input the proposed precept first, to display the annual council tax charge that residents in the parish will pay in 2025-26 for the parish council element, based on the proposed precept figure that has been input. This is shown for all of the different property bands. The spreadsheet then displays the increase or decrease in charge per band from 2024-25 to 2025-26 in pounds (£) and percentage (%) terms.</p> <p>The Clerk explained that for the financial year 2025-26 the council tax base will include a 'double charge' for all second homes. [Cornwall Council approved the introduction of the premium from April 2025 at its meeting on 12<sup>th</sup> January 2023, this was reaffirmed at the [Cornwall] Council meeting on 20<sup>th</sup> February 2024 following the Levelling Up Regeneration Act receiving Royal Assent.]</p> <p>The introduction of the second homes premium will have the impact of increasing the council tax base and in effect, for each second home that currently counts as one dwelling in the taxbase, it will count as two from April 2025. For Torpoint, the Clerk had received information from Cornwall Council, which indicated: -</p> <ul style="list-style-type: none"> <li>➤ For council tax Band D - there is the equivalent of 14 second homes;</li> <li>➤ The number of households in receipt of council tax support has increased.</li> </ul> <p>The overall result of these changes for 2025/26 is a <b>decrease in the council tax base for Torpoint</b>, by 0.1%.</p> <p>The Clerk had circulated in advance an initial budget/precept proposal for council to</p>	

consider and review at this meeting, which suggested that room hire charges for the Council Chambers and Bénodet Park should remain the same for 2025/26.

Members also considered these proposals to increase the licence fees for the licensees and a very lengthy debate ensued. In line with previous years' the individual room valuations, from the report conducted in November 2021, were increased by 5%.

It is **recommended** that the notes appended to these minutes containing the proposed hiring and licensee charges at *Appendix 1* are kept the same for the hire of rooms: -

Council Hall – £18.00 per hour

Committee Room – £12.00 per hour

Mayor's Parlour - from £8.00 per hour for the 2025-26 financial year.

### **Bénodet Park tea hut and Park**

Hourly charge – £12.00 per hour

Half day charge - £35.00

Full day charge - £70.00 for the 2025-26 financial year.

All licensees charges for 2025/26 are as per *Appendix 1*.

The Clerk showed members the revised precept calculation using the Cornwall Council Excel spreadsheet, which amounts to an 8.05% increase, for a Band D property, to the precept for 2025-26. Following a proposal by the Chairman (Councillor Mrs. J M Martin), which was seconded by the Town Mayor (Councillor G J Davis) it is **recommended** that the notes appended to these minutes containing a balanced Council budget for the financial year 2025-26 at *Appendix 2* are approved by the Town Council.

Based on the proposed budget, this would result in an increase from the existing precept of £462,799, rising to a proposed precept of **£499,446**, an increase of £36,647, using the tax base for 2025-26 this is approximately a 8.05% increase, with the monthly charge of £211.16 for a Band "D" property, which is an increase of £15.72.

a) It is **resolved** the Minutes of the Adjourned Finance and Operations Committee meeting held on Monday 11<sup>th</sup> November 2024 and the recommendations in the minutes: - 92-24F&O (a) Grant Application – YMCA Torpoint, 92-24F&O (c) Grant Application – Action for Children, Kernow Connect Caradon, Torpoint Youth Group and 92-24DF&O (d) Grant Application – Cornwall Air Ambulance Trust, as circulated are adopted.

Councillor Mrs. J M Martin (whilst presenting the minutes of the Adjourned Finance and Operations Committee meeting) sought the indulgence of the Town Mayor to bring forward an item, under minute number 86-24F&O (c) (Operations Report) regarding the opportunity to purchase some lighting equipment for the Council Chambers, which had become available for sale, from an Amateur Dramatics Organisation. Councillor Martin briefly detailed the offer, at a cost of £1,250.00 and the benefits to the council hall. Following a proposal put that Councillor Martin prepares a paper on the matter, for consideration at the next meeting of the Finance and Operations Committee, it is **resolved** to refer this item whilst delegating authority to the Finance and Operations Committee to make the council decision on the way forward with the proposal.

Cllr Martin/  
Clerk

<b>125-24 Question of which notice has been given or notice of motion: -</b> None.					
<b>126-24 Torpoint Ferry Statistics: -</b> The Town Mayor (Councillor G J Davis) thanked the Torpoint Ferry staff for the report.					
<b>127-24 Financial Information: -</b> It is <b>resolved</b> that the October 2024 Budget Variance as circulated, is received and adopted.					
<b>128-24 Accounts for Payment: -</b>					
Contact Name	Invoice Number	Total	VAT	NET	Description
Cornwall Council	802980235	87.00	0.00	87.00	Business Rates Room 4 December 2024
Cornwall Council	802715760	444.00	0.00	444.00	Library Business Rates December 2024
Cornwall Council	802311466	1,322.00	0.00	1,322.00	Council Chambers Business Rates December 2024
Cornwall Council	802923069	54.00	0.00	54.00	Tennis Courts Business Rates December 2024
S W Legionella Risk Assessment	TTC1124	594.00	99.00	495.00	Legionella Risk Assessment
Penny Madge	Out With Friends	75.00	0.00	75.00	Transport Provision for Out With Friends
CHAT	1st August - 31st October 2024	1,092.03	0.00	1,092.03	Service Provided in line with SLA
Cornish Tea & Cornish Coffee Co Ltd	SL93594	184.83	0.00	184.83	Café Supplies Library
SLCC	MEM251279-1	343.00	0.00	343.00	Professional Membership Philip Griffiths
Richards Builders Merchants Ltd	915028	79.81	13.30	66.51	Parks Maintenance
Richards Builders Merchants Ltd	915859	37.10	6.18	30.92	Public Conveniences Maintenance
Richards Builders Merchants Ltd	915854	75.00	12.50	62.50	Public Conveniences Maintenance
Richards Builders Merchants Ltd	916642	11.99	2.00	9.99	Parks Maintenance
ITEC	1043903	45.20	7.53	37.67	Xerox Meter Readings
Don Benson	56	60.00	0.00	60.00	Clock Winding St James
Insafe International Limited	0000007289	5,388.00	898.00	4,490.00	Proguard Grade 3 Size 150 Safe
<b>TOTAL</b>		<b>9,892.96</b>			

Adobe Systems Software Ireland Ltd	CC November 2024	16.64	0.00	16.64	Adobe Systems Software Ireland Ltd - Monthly subscription November 2024
Clifford Motors	CC 287	34.33	5.72	28.61	Clifford Motors - Fuel Unleaded
SAINSBURYS S/MKTS	CC R68	12.26	2.04	10.22	SAINSBURYS S/MKTS - supplies for first aid training day
Kardkadia	CC R70444	5.58	0.93	4.65	Kardkadia - Kardkadia Torpoint GBR
SAINSBURYS S/MKTS	CC R98777	16.35	2.72	13.63	SAINSBURYS S/MKTS - Cafe Supplies
SAINSBURYS S/MKTS	CC R98777	3.10	0.52	2.58	SAINSBURYS S/MKTS - Newspapers
SAINSBURYS S/MKTS	CC R92683	11.15	1.86	9.29	SAINSBURYS S/MKTS - Cafe Supplies
SAINSBURYS S/MKTS	CC R92683	3.10	0.52	2.58	SAINSBURYS S/MKTS - Newspapers
SAINSBURYS S/MKTS	CC R39942	10.51	1.75	8.76	SAINSBURYS S/MKTS - Cafe Supplies
SAINSBURYS S/MKTS	CC R39942	3.10	0.52	2.58	SAINSBURYS S/MKTS - Newspapers
Nisbets Plc	CC 28334340	15.74	2.62	13.12	Nisbets Plc - Dessert Spoon
Nisbets Plc	CC 28334340	24.70	4.12	20.58	Nisbets Plc - Table Knife
Nisbets Plc	CC 28334340	17.98	3.00	14.98	Nisbets Plc - Table Fork
Nisbets Plc	CC 28334340	82.76	13.79	68.97	Nisbets Plc - Dinner Plates
Nisbets Plc	CC 28334340	6.00	1.00	5.00	Nisbets Plc - Shipping
Booker	CC 0495381	131.00	21.83	109.17	Booker - Cafe Supplies
Booker	CC 0495381	317.42	0.00	317.42	Booker - cafe supplies
Amazon	CC Amazon	49.99	8.33	41.66	Amazon - Drill Bit Set
Clifford Motors	CC 414	26.47	4.41	22.06	Clifford Motors - Fuel Unleaded
Amazon	CC Amazon	12.99	2.16	10.83	Amazon - Orthopedic mouse mat with wrist support
DEVON DOOR AND LOCK CO	CC 234	38.00	6.33	31.67	DEVON DOOR AND LOCK CO - Devon Door and Lock Co Plymouth GBR
Amazon	CC Amazon	13.98	2.33	11.65	Amazon - Paper Plates
Amazon	CC Amazon	9.98	1.66	8.32	Amazon - Napkins and paper plates
Amazon	CC Amazon	30.99	5.16	25.83	Amazon - Aluminium Service Platters

CO-OP GROUP 380558	CC Co-op	211.30	35.24	176.06	Newspapers and Café Supplies Library
Amazon	CC Amazon	4.00	0.67	3.33	Amazon - Tipp-Ex
Bogey Nights	CC Bogey Knights	20.00	3.33	16.67	Bogey Nights - Hardware
Amazon	CC Amazon	35.99	6.00	29.99	Amazon - Sack Truck Wheels
Amazon	CC Amazon	24.99	4.16	20.83	Amazon - vinyl floor tape
Amazon	CC Amazon	23.99	4.00	19.99	Amazon - wireless keyboard support officer
Amazon	CC Amazon	17.38	2.90	14.48	Amazon - Eye Screw Hooks
Amazon	CC Amazon	29.95	4.99	24.96	Amazon - XXL Waterproof Jacket Staff
Amazon	CC Amazon	9.19	1.53	7.66	Amazon - Wooden Angels for Tree
Amazon	CC Amazon	7.50	1.25	6.25	Amazon - Thermal till roll
Amazon	CC Amazon	7.89	1.31	6.58	Amazon - Gorilla Glue
<b>Total</b>		<b>1,261.72</b>			
ALD Automotive Limited t/a Ford Lease	DD November 2024	747.42	124.57	622.85	ALD Automotive Limited t/a Ford Lease - Monthly lease payment for vehicle November 2024
Corona Energy - Chambers- Gas	DD 18774544	1,043.60	173.93	869.67	Corona Energy - Chambers- Gas - Gas supplied to Council Chambers Oct 2024 - Nov 2024
ENGIE Electricity Public Conveniences	DD 2- 04689008	162.28	7.73	154.55	ENGIE Electricity Public Conveniences - Electricity supplied to public conveniences 01/10/2024 - 31/10/2024
ENGIE Electricity Library	DD 2- 04689005	497.10	82.85	414.25	ENGIE Electricity Library - electricity supplied to Library 01/10 - 31/10
ENGIE Electricity Cambridge Field	DD 2- 04689007	47.23	2.25	44.98	ENGIE Electricity Cambridge Field - electricity supplied to Cambridge Field 01/10- 31/10
SSE Southern Electric - Chambers- Elec	DD IV01744037	550.50	91.75	458.75	SSE Southern Electric - Chambers- Elec - SSE ENERGY SUPPLY COUNCIL CHAMBERS FINAL BILL
XEROX Finance	DD 50068188	164.22	27.37	136.85	XEROX Finance - XEROX FINANCE November 2024
<b>Total</b>		<b>3,212.35</b>			

**129-24 Correspondence: -**

- a) To note: Telecommunications Resilience Planning on behalf of Cllr Martyn Alvey, Cabinet Member for Environment and Climate Change Cornwall Council – Cornwall Council: - Noted
- b) To consider: Housing Allocation – Lanteglos by Fowey Parish Council & their policy on Social Housing: - Noted.
- c) To note: Letter of thanks for grant funding awarded for Wellbeing Garden - The Rame Group Practice: - Noted.
- d) To note: Letter of thanks for support for Bonfire and Fireworks event – 2<sup>nd</sup> Torpoint Scout Group. Noted. Members’ discussed publicising this letter of thanks via social media and instructed the Clerk to do so.
- e) Correspondence from Cornwall Council – proposal to close several centres delivering Adult Education provision in the county, including the centre at Torpoint: - The Chairman (Councillor G J Davis) explained that this correspondence was now in the public domain and refers to the proposed closure of several Adult Education centres in the county, including the facility at Torpoint. The Chairman explained the Clerk has sought an updated version of the document from Cornwall Council, which was in the public domain and had been shared with members for consideration at the November meeting.

Clerk

Following consideration of the proposal, it is **resolved** to reply to Cornwall Council objecting to the proposal to close the Adult Education Facility in Torpoint. Many areas were highlighted in support of keeping the provision in the town, including:

Clerk

- i) Residents from Torpoint and the Rame Peninsula currently attend the Adult Education Centre to attain qualifications in English, maths and ICT. Torpoint has one of the highest levels of deprivation within a county of high deprivation.
- ii) It is understood that since the announcement of the proposed closure, 8 additional learners have been enrolled, which takes the total current enrolments to 30. The suggestion for these learners to travel, on public transport, if unable to drive or no access to a vehicle, to either Liskeard or City College Plymouth to continue their studies is impractical. The travelling time and distance to either of these locations is unreasonable and miscalculated, learners’ may also not be able to afford the cost of public transport.
- iii) The current provision provides additional help to many learners, including those with SEN (Special Educational Needs), the provision of a scribe or reader during examinations, 1:1 tutor support, as well as offering extra time during exams. Also, monitored rest breaks and exam papers printed on coloured paper to meet learners’ with neuro diverse needs.
- iv) To gain employment, most jobs now require as a minimum a basic qualification in English and maths, this facility provides this opportunity.
- v) The 1:1 level of learner support would be lost with the removal of the local tutor knowledge and Torpoint provision.
- vi) The briefing note highlights a financial budget out-turn deficit at the end of the last academic year 2023/24 and projections for the current year also show a deficit position. Most, if not all education budgets are currently running at a deficit.
- vii) Feedback should be included from the Town Team Project Board, with Torpoint being one of the most deprived areas of Cornwall located in an area isolated on a peninsula with low levels of public transportation and connectivity to the rest of the county.



<p>viii) The council wants to ensure that Cornwall Council's suggestion for local adult learners' to cross to Plymouth, Devon, to continue their learning or commence new qualifications, is appalling; Cornish residents' should be able to continue to receive these services in the county in which they live and contribute.</p> <p>f) To consider Parish and Town Council Precepts for the 2025/26 Financial Year – Cornwall Council: - Noted. Clerk to action the response to Cornwall Council.</p> <p>g) To consider: Lets save Newquay Airport from closure – peer review analysis and expert witness call to committee – Captain Peter Elliott: - Noted.</p> <p>h) To consider: Notification relating to a property asset in Torpoint: Land at North/Carbeile Road, Torpoint – Cornwall Council.: Following discussion it is <b>resolved</b> to direct the Clerk to respond: 'The Town Council has no interest in the land at North/Carbeile Road and would encourage for it to be considered as space for housing.'</p> <p>i) Confidential correspondence from Wolferstans Solicitors: - It is <b>resolved</b> that pursuant to Section 1(2) of the Public Bodies (Admission to meetings) Act 1960 the public and press will leave the meeting, due to the commercial sensitivity, this is considered to be a confidential discussion.</p> <p>j) To update: On the Enforcement Investigation on Land at Fisgard Way – Mr S Corbidge: - Noted.</p> <p>k) To note: NALC Legal Bulletin November 2024 – NALC (via CALC): - Noted.</p>	<p>Clerk</p> <p>Clerk</p>
<p><b>130-24 Reports: -</b></p> <p>a) Neighbourhood Development Plan (NDP) update. The council is awaiting an update from Cornwall Council regarding comments from the MOD and Oil and Pipeline Agency which should be imminent. Following a proposal made, it is <b>resolved</b> to delegate authority to the next committee meeting, to accordingly make a decision on the changes needed to be made to the policies in the NDP.</p> <p>b) Torpoint Town Partnership (TTP). Deputy Mayor (Councillor Mrs. K Brownhill) gave an update from the TTP, which last met on the 11<sup>th</sup> November. There are many upcoming Christmas activities arranged: -</p> <ul style="list-style-type: none"> <li>➤ Saturday 23<sup>rd</sup> November Lantern Making at the Council Chambers,</li> <li>➤ Sunday 24<sup>th</sup> November is last Market Sunday of the year,</li> <li>➤ Saturday 30<sup>th</sup> November - Christmas Lights Switch on Event, Fore Street 2.00pm,</li> <li>➤ Carol's in the Park at Bénodet Park at 6.30pm on Wednesday 11<sup>th</sup> December.</li> </ul> <p>c) Town Team Project Board (TTPB) update. The consultation boards have been delivered and details are being finalised with Go Collaborate before the Masterplan consultation will go live on Wednesday 27<sup>th</sup> November.</p> <p>d) Reports from delegates to outside bodies.</p> <ul style="list-style-type: none"> <li>i) Torpoint Archives &amp; Heritage Centre – October 2024: report is noted.</li> <li>ii) The Deputy Mayor (Councillor Mrs. K Brownhill) summarised having attended a webinar on 'Democracy in Action'. Some ideas on how the council could promote the Elections in 2025 were explained.</li> </ul>	
<p><b>131-24 Date of next meeting:</b> Thursday 19<sup>th</sup> December 2024.</p>	
<p>Meeting closed at 8.23pm ..... Town Mayor</p>	