



TORPOINT TOWN COUNCIL

Councillor Mrs. J M Martin led prayers before the meeting. A minutes' silence, to remember Sir Richard Carew Pole who had sadly died, was observed.

There were two members of the public in the public gallery.

MINUTES of the meeting of Torpoint Town Council held on Thursday 19th December 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, Miss R A Evans BEM, Mrs. L Fellows, Mrs. J M Martin, Mrs. J L Reeves, 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.

	ACTION
<p>132-24 Suspension of Standing Orders: - It was resolved to suspend standing orders, to allow members of the public to speak and ask questions. Standing orders resumed at 7.13pm.</p>	
<p>133-24 Apologies for absence: - Apologies for absence were submitted on behalf of Councillors Mrs. C E Goodman, L E Keise, D S Phipps, B A Walsh and R M Willoughby, also Councillor Mrs. K Ewert.</p>	
<p>134-24 Declarations of Interest relating to matters on the Agenda: - None.</p>	
<p>135-24 Planning Applications: - a) PA24/03068 Renovation, alterations, rear extension and reversion to previous use as cottage. Kings Arms, 37 Fore Street, Torpoint. It is resolved that the council has no objection and supports the planning application. The only observation to note is for the applicant to consider the external decoration of the property, so it blends/matches the street scene of the two properties either side.</p>	
<p>136-24 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.</p>	
<p>137-24 Police Activity Newsletter and Report: - The monthly crime statistics report was noted, along with the additional information from PC Gething.</p>	
<p>138-24 Minutes of the previous meeting: - a) Minutes of the meeting held on Thursday 21st November 2024, as circulated, are adopted and were signed by the Chairman.</p>	
<p>139-24 Matters arising from the minutes: - a) Proposed Closure of Adult Education provision in Torpoint: - Pursuant to minute number 129-24, the Clerk explained the council had accordingly responded to the proposed closure of Adult Education provision. The same afternoon as the council meeting a reply from Cornwall Council had been received. The reply had been immediately forwarded to all members, with some of the highlights of the reply copied and shared below.</p>	
<p><i>I write further to Formal Staff Consultation and targeted stakeholder engagement in</i></p>	

<p><i>relation to the proposals to close 6 Adult Education Centres. Feedback from Staff and Stakeholders was presented to the Board on the 6 December 2024. The Board reviewed the feedback and recommended to the Strategic Director for Sustainable Growth and Development that the proposed closures should proceed, but that no closures or redundancies should take place before the 28 February 2024. The Board made this recommendation on the basis of feedback received, particularly to ensure that learners currently enrolled have sufficient time to complete their course and that Staff have longer notice periods. The Strategic Director approved this recommendation on the 18 December 2024.</i></p> <p>Members' expressed their disappointment that the decision to close the provision had been made and it is resolved to: -</p> <ul style="list-style-type: none"> i) Reply to Cornwall Council [Economy and Skills] saying the council is deeply disappointed about the decision to close the Adult Education Service in Torpoint, however it accepts the outcome therein. ii) Correspond with Mrs. J Hughes and her team at the Torpoint Adult Education centre, thanking them for the service they have provided to all their learners', including residents of the town as well as those from the Rame Peninsula. <p>i) To note: Correspondence from Mr A Cottis regarding proposed closure of Adult Education provision in Torpoint: -</p> <p>Noted. Clerk is directed to thank Mr Cottis for his correspondence regarding the proposed closure of Adult Education provision in Torpoint.</p> <p>b) Parish and Town Council Precepts 2025/26: -</p> <p>Pursuant to minute number 129-24 (f), the reply to Cornwall Council with the precept request for 2025/26 has been actioned.</p>	<p>Clerk</p> <p>Clerk</p>
<p>140-24 Mayor's communications: -</p> <p>The Town Mayor (Councillor G J Davis) summarised events recently undertaken.</p> <p>Friday 29th November – Window Judging competition, there were more entries this year which was really good to see. Stylistics won the competition, 2nd place was awarded to Devonshire's Garage and 3rd place awarded to Forever Blooms.</p> <p>Friday 29th November – Victoria and I were delighted to attend the RNA (Royal Naval Association) monthly meeting, to accept a cheque presentation/donation towards the council's Accessible Play Equipment project, with Councillor Mrs. L Fellows.</p> <p>Saturday 30th November - Torpoint Christmas Lights switch on event. Thank you to the Torpoint Town Partnership for organising the event and all the council staff, plus the volunteers who helped with the road closures to make the switch-on event such a great success.</p> <p>Thursday 5th December – I attended The Ferryboaters Christmas Concert at Cornerstone Church, with a total of 35 songs and poems performed.</p> <p>Saturday 7th December – The town council hosted a Christmas meal, it was a great meal and evening.</p> <p>Sunday 8th December – Attended the Christmas Carol Concert at St. James Church, thank you to the Mayor's Chaplain and also thank you Councillor Mrs. S G Bickle for the reading you gave at the service.</p> <p>Wednesday 18th December – I attended, with the Clerk, Sir Richard Carew Pole's Memorial Service at St. Germans Priory, it was a beautiful tribute to Sir Richard, with his two sons</p>	

<p>and other family members all giving personal tributes to him.</p> <p>(Mayor's Drinks will be this evening after the meeting.)</p>	
<p>141-24 Finance and Operations Committee: - It is resolved the minutes of the meeting held on Monday 2nd December 2024 and the recommendation in the minutes: - 98-24F&O (b) Torpoint AFC grant, towards the cost of electrical improvement works, 101-24F&O (c) Action in response to Fore Street incident (see note below), 105-24F&O To update the climate emergency action plan, 107-24F&O (a) To support the statement for Devolution from Central Government, 107-24F&O (j) To support 2nd Torpoint Scouts with a St George's Day Parade in April 2025, 107-24F&O (l) To continue to support the Local Maintenance Partnership Agreement with Cornwall Council, 107-24F&O (m) To support PC Gething (Torpoint Neighbourhood Police), working with Cornwall Council to investigate the installation of CCTV in Harvey Street and 109-24F&O For Councillor Miss R A Evans BEM to become a member of the Finance and Operations Committee, as circulated are adopted.</p> <p>Pursuant to minute 101-24F&O (c) Action in response to Fore Street incident, the Clerk explained a joint letter from the council and the Police representative is suggested to be written. It is therefore resolved to write a joint letter from the council and the Police representative to the person responsible for the incident, which occurred on Fore Street on Saturday 30th November 2024.</p> <p>a) To consider and adopt the Budget Statement to accompany the precept for 2025/26: - Members' considered the Budget Statement to accompany the precept request for 2025/26, as previously circulated and it is resolved to adopt the Budget Statement for 2025/26. Clerk is directed to forward to Cornwall Council and publicise across the council's media channels.</p> <p>b) To consider: Request from the Stockton family, to install a memorial plaque for Mr Brian Stockton on town council bench located at Chapeldown Road: - Following consideration, it is resolved to install a memorial plaque for Mr Brian Stockton on a town council bench located at Chapeldown Road, funded by the Stockton family.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
<p>142-24 Development and Localism Committee: - It is resolved the minutes of the meeting held on Thursday 5th December 2024, although there were no recommendations in the minutes, it is resolved 111-24D&L (b) (Town Council Action Plan), as circulated, is adopted.</p> <p>Following consideration of the updated Town Council Strategy, this will be updated and deferred for consideration to the January 2025 council meeting.</p>	<p>Clerk</p> <p>Clerk</p>
<p>143-24 Question of which notice has been given or notice of motion: - None.</p>	
<p>144-24 Torpoint Ferry Statistics: - The Torpoint Ferry statistics had not been received for the meeting. The Town Mayor (Councillor G J Davis) congratulated David List on his retirement.</p>	

145-24 Financial Information: -

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

146-24 Accounts for Payment: -

Contact Name	Invoice Number	Total	VAT	NET	Description
Cornwall Council	802980235	87.00	0.00	87.00	Business Rates Room 4 January 2025
Cornwall Council	802715760	444.00	0.00	444.00	Library Business Rates January 2025
Cornwall Council	802311466	1,322.00	0.00	1,322.00	Council Chambers Business Rates January 2025
Cornwall Council	802923069	54.00	0.00	54.00	Tennis Courts Business Rates January 2025
Armada Electrical	5124	236.20	0.00	236.20	Fault Finding and Light Replacement Council Chambers
Caradon Tool and Plant	251891	444.00	74.00	370.00	Articulating Boom - 2 Days Hire and Delivery / Collection
Print Options	INV-14893	36.00	6.00	30.00	Printing of Town Council Christmas Cards for the Library
Festive Lights	SO1991353	86.36	14.39	71.97	Dri-Box, Starter Cables and Extension Leads for External Use.
Richards Builders Merchants Ltd	918096	189.80	31.63	158.17	Maintenance to Sparrow Park and Benodet Park
Richards Builders Merchants Ltd	919688	6.50	1.08	5.42	Maintenance to Rendle Park
Richards Builders Merchants Ltd	919564	65.55	10.92	54.63	Maintenance to Public Conveniences
Richards Builders Merchants Ltd	920150	46.70	7.78	38.92	Preparations at Sparrow Park
ITEC	1053002	46.03	7.67	38.36	Meter Readings Photocopier
Outersight (UK) Ltd	INV 1986	148.88	21.38	127.50	Generator Hire Christmas Lights
SMP Pipe Systems Limited	4086	204.00	34.00	170.00	Boiler Fault Visit - Library
Richards Builders Merchants Ltd	917614	40.35	6.72	33.63	Parks Maintenance
Richards Builders Merchants Ltd	918342	3.08	0.51	2.57	Benodet Park Maintenance
Westcare Limited	SINV002125 97	230.28	38.38	191.90	Stationery chambers and Library
TALKmoreCORN WALL CIC	01261	40.00	0.00	40.00	Makaton Workshop - Signing with Song - Library
TOTAL		3,730.73			

XERO	CC December	39.60	6.60	33.00	XERO - XERO UK INV-17711905 MILTON KEYNES LND
DEVON DOOR AND LOCK CO	CC 245	30.00	5.00	25.00	DEVON DOOR AND LOCK CO - Devon Door and Lock Co Plymouth GBR
Adobe Systems Software Ireland Ltd	CC December 2024	16.64	0.00	16.64	Adobe Systems Software Ireland Ltd - Monthly subscription December 2024
Amazon	CC Amazon	17.42	2.90	14.52	Amazon - Spray Paint
Torpoint Library & Community Hub	CC TE66LRF2S7	2.70	0.45	2.25	Torpoint Library & Community Hub - Hot Drinks
Post Office Torpoint	CC R35212	2.60	0.43	2.17	Post Office Torpoint - stamps
Amazon	CC Amazon	81.49	13.58	67.91	Amazon - LG Monitor - Operations Manager
Torpoint Library & Community Hub	CC TEK64HDGEM	5.20	0.87	4.33	Torpoint Library & Community Hub - Hot Drinks
Amazon	CC Amazon	8.29	1.38	6.91	Amazon - Radiator Key
Amazon	CC Amazon	21.98	3.66	18.32	Amazon - A5 Diary
Amazon	CC Amazon	10.95	1.82	9.13	Amazon - A4 diary
Amazon	CC Amazon	39.84	6.64	33.20	Amazon - heavy duty bin liners
Amazon	CC Amazon	8.06	1.34	6.72	Amazon - hole punch
Amazon	CC Amazon	52.48	8.75	43.73	Amazon - Nylon rope for flag
Amazon	CC Amazon	5.99	1.00	4.99	Amazon - Caribiner clips for flag
Amazon	CC Amazon	3.99	0.66	3.33	Amazon - Heat shrink tubing
Sainsbury's	CC Sainsbury's Torpoint	35.44	5.91	29.53	Library Café Supplies
Amazon	CC Amazon	25.40	4.23	21.17	Amazon - Tea Towels
Amazon	CC Amazon	17.90	2.98	14.92	Amazon - Hi Vis Banksman Vests
Amazon	CC Amazon	29.03	4.84	24.19	Amazon - Safety Boots
Amazon	CC Amazon	38.37	6.39	31.98	Amazon - Biodegradable trash bags
Safe Options UK	CC #1000056312	390.00	65.00	325.00	Charging safe for digital tablets - Library digital inclusion grant funding
Westcountry Bakery	CC December 20th	46.60	7.77	38.83	Staff Christmas Breakfast

Post Office Torpoint	CC Topoint GBR	1.65	0.27	1.38	Stamps
SumUp	CC Drecklys Café	7.00	1.17	5.83	Hot Drinks for Meeting
Torpoint Hardware	CC Cloud Nine toys	27.95	4.66	23.29	Library
Display Stands LTD	CC 87073	89.15	14.86	74.29	Leaflet display stand Library
Amazon	CC Amazon	748.12	124.69	623.43	Samsung Galaxy A9 and Samsung Galaxy A9+ Tablets - Library digital inclusion grant funding
Co-op	CC Co-op	99.40	16.57	82.83	Library Café Supplies and Newspapers
TOTAL		1,903.24			
ALD Automotive Limited t/a Ford Lease	DD December 2024	747.42	124.57	622.85	ALD Automotive Limited t/a Ford Lease - Monthly lease payment for vehicle December 2024
Corona Energy - Chambers- Gas	DD 18851150	1,338.16	223.03	1,115.13	Corona Energy - Chambers-Gas - Gas supplied to Council Chambers Nov 2024 - Dec 2024
Shire Leasing	DD December 2024 Quarterly Payment	309.85	51.64	258.21	December 2024 Quarterly Payment
Engie - Gas Library and Community Hub	DD 10440527	300.38	14.30	286.08	Gas Supplied to Library November 2024
Everflow	DD 3872978	299.75	20.78	278.97	Everflow Water - Public Conveniences Water Rates - Water 18/01/2025-17/02/2025
Everflow	DD 3872978	124.79	8.35	116.44	Everflow Water - Library Water Rates
Everflow	DD 3872978	90.62	5.86	84.76	Everflow Water - Chambers Water Rates
ENGIE Electricity Cambridge Field	DD 2-04760139	45.71	7.62	38.09	ENGIE Electricity Cambridge Field - electricity supplied to cambridge field 01/11 - 30/11
ENGIE Electricity Public Conveniences	DD 2-04760138	180.62	8.60	172.02	ENGIE Electricity Public Conveniences - Electricity supplied to public conveniences 01/11 - 30/11
ENGIE Electricity Library	DD 2-04750576	342.40	16.30	326.10	ENGIE Electricity Library - Electricity supplied Library 01/11 - 30/11
EE	DDV02295791736	108.73	18.12	90.61	Mobile Phone Contracts December 2024
XEROX Finance	DD 50068188	164.22	27.37	136.85	XEROX Finance - XEROX FINANCE December 2024
Total		4,052.65			

147-24 Correspondence: -

- a) To note: Employer Newsletter November 2024 – Cornwall Pension Fund: -
Noted.
- b) To note: Open letter to all Parish and Town Councils in Cornwall – “Indicative Bid to [Cornwall Council] to acquire 25 Cornwall Council car parks” – Newquay Airport Ltd.: -
Noted.
- c) To note: Open letter to all Parish and Town Councils in Cornwall – “Cornwall Council Carparks. Agenda item 4. Economic Scrutiny tomorrow. Fraud” – Newquay Airport Ltd.: -
Noted.
- d) To consider: Grant application from Devon and Cornwall Furniture Reuse Project Ltd.: -
Following consideration of the grant application, it is **resolved** to award Devon and Cornwall Furniture Reuse Project Ltd. £1,400.00, to support ‘putting together essential packs for individuals and families in need across Cornwall and particularly those living in Torpoint’. Clerk is directed to offer them additional support from the council, to raise awareness of their organisation and the support they offer, which can include free advertising in the council newsletter and working alongside the Library and Community Hub offer.
- e) To note: School Admission Arrangement 2026/2027 consultation – Plymouth City Council: -
Noted.
- f) To note: CALC TRAINING Bulletin January to March 2025 – CALC: -
Noted.
- g) To consider: Letter from Marazion Parish Council, to consider passing a no confidence motion in Cornwall Council Planning and Enforcement departments: -
Noted.
- h) 2025 Off-Street Parking Places Amendment Order - Cornwall Council, see link on website: www.cornwall.gov.uk/TrafficConsult for more information and to submit response. Following consideration of the proposal to remove Antony Road (correct spelling) [Sainsbury’s] car park from the 2025 Off-Street Parking Places Order, it is **resolved** to direct the Clerk to respond to the consultation, strongly objecting to the proposal to remove Antony Road [Sainsbury’s] car park from the proposal, giving the following reasons: -
- i) Concern was raised about the timing of the consultation period, as it is during the Christmas and New Year break.
 - ii) Clarification is sought about which of the two Torpoint car parks on Antony Road the amendment relates to? Antony Road (A374) has two car parks, although one is free of charge, the second is sited on land adjacent to the Sainsbury’s store, it is therefore assumed this is the car park to which the amendment refers.
 - iii) A parking permit scheme has been implemented for Torpoint Nursery and Infant School, which enables the school to issue up to 75 temporary parking permits for this car park. The permit allows free parking at the school, at certain times of the day and the scheme is a great success, will this continue to be offered?
 - iv) Being adjacent to Sainsbury’s, this is a unique car park as it is the ONLY available parking for shoppers to the store (Sainsbury’s is one of only two small supermarkets in the town). Currently charges are only applied daily between the hours of 09:00 to 16:00, will the introduction of ANPR extend the chargeable hours? Has Sainsbury’s been made aware of the planned changes as car drivers/shoppers may choose to shop elsewhere?
 - v) Implementation of ANPR is likely to displace car drivers to free on street free car parking, this will undoubtedly cause upset to local residents.

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<p>vi) There are charity clothing bins located in the car park, will a charge be levied to drop off items to these bins or are there plans to relocate these bins?</p> <p>vii) Also in close proximity to the car park is the Band Hut. This is a facility used daily during term-time by a pre-school, also by hirers in the evenings and at weekends. Has consideration been made to users of the Band Hut building who currently use the car park?</p> <p>[Cornwall] Councillor J Tivnan BEM highlighted this was his view also.</p> <p>i) To note: Email to Town & Parish Councils re Cornwall Council Car Parks – P Mason (Strategic Director), Cornwall Council: - Noted.</p>	
<p>148-24 Reports: -</p> <p>a) Neighbourhood Development Plan (NDP) update. Two policies are being updated on the NDP, which include updates to the Northern Fringe policy. The town council resolved to accept the changes to Policy TOR SS1 - The Northern Fringe which detail a reduction in the number of homes from 255 – 240 homes, as part of a sustainable community of mixed high-quality housing, public and private spaces. Once the updates to the plan have been made, it will be resubmitted to Cornwall Council to re-run the Regulation 16 consultation.</p> <p>b) Torpoint Town Partnership (TTP). Deputy Mayor (Councillor Mrs. K Brownhill) explained there was no update from the TTP.</p> <p>c) Town Team Project Board (TTPB) update. The Masterplan consultation is live until Friday 10th January 2025, the consultant has been available in the library and community hub twice during the consultation period.</p> <p>d) Reports from delegates to outside bodies. i) Torpoint Archives & Heritage Centre – November 2024: report is noted.</p>	Clerk
<p>149-24 Date of next meeting: Thursday 16th January 2025.</p>	
<p>Meeting closed at 8.28pm Town Mayor</p>	