



## TORPOINT TOWN COUNCIL

NOTICE is hereby given that a meeting of Torpoint Town Council will be held on **Wednesday 23<sup>rd</sup> April 2025** 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: [clerk@torpointtowncouncil.gov.uk](mailto:clerk@torpointtowncouncil.gov.uk).)

### AGENDA

- 1. Apologies for absence.**
- 2. Declarations of Interest relating to matters on the Agenda.**
- 3. Planning Applications.**
  - a) None.
- 4. Cornwall Council Reports.** (one correspondence as circulated and one report to follow).
  - a) Verbal update on Tamar 2050 (Councillor J Tivnan BEM).
- 5. Police Activity Report and Liskeard Police Newsletter.** (as circulated).
- 6. Minutes of the previous meeting.**
  - a) Minutes of the meeting held on Thursday 20<sup>th</sup> March 2025 (as circulated).
- 7. Matters arising from the minutes.**
  - a) Correspond with the Head Teacher at Torpoint Nursery and Infant School regarding OFSTED report (minute number 190-24 refers).
  - b) Raise a letter of complaint regarding Cornwall Council regarding the ongoing issues at Trevol Business Park (minute number 197-24 (e) refers).
- 8. Mayor's communications.**
- 9. Finance and Operations Committee.**

Minutes of the meeting held on Monday 31<sup>st</sup> March 2025 and to consider the recommendations in the minutes: - 143-24F&O (b) To adopt the Model Councillor-Officer Protocols, 143-24F&O (d) To adopt the Equality, Diversity and Inclusion Policy to include the Best Practice document, 143-24F&O (f) To adopt 'A Guide to Awarding Dispensations 2012 and the information from CALC', including the Dispensation Request Form 143-24F&O (f) To delegate the power to grant dispensations to the Town Clerk and 145-24F&O (b) The Reserves – tennis courts sinking fund is maintained at the minimum annual required (£4,000) and any other surplus income generated is transferred to Reserves - Play parks and tennis courts, for any projects related to play parks and tennis courts, as circulated.
- 10. Development and Localism Committee.**

Minutes of the meeting held on Thursday 3<sup>rd</sup> April 2025 and to consider the recommendations in the minutes: - 163-24D&L (b) To use funds from general Reserves to allocate £10,000 to 'Reserves - Vision Projects' for the financial year 2025/26 to progress the Lower Fore Street redevelopment, 167-24D&L (a) (i) To appoint L & L Diverse Solutions Ltd. at a cost of £2,500 + VAT, to undertake the work to progress the Torpoint Visitor Website and 167-24D&L (a) (i) To waive Financial Regulations to directly award this contract to L & L Diverse Solutions Ltd., due to the continuation of the project, the Redevelopment of Lower Fore Street and town improvements, as circulated.

**11. Question of which notice has been given or notice of motion.**

**12. Torpoint Ferry Statistics** (as circulated).

a) To note: Updates re LYNHER Ferry refit, also The Government has approved the application to increase tolls on the Tamar Bridge and Torpoint Ferry (26<sup>th</sup> March, 1<sup>st</sup> April and 9<sup>th</sup> April, as circulated).

**13. Financial Information.** March 2025 Budget Variance (to follow).

a) To consider: Ear-Marked Reserves proposals for 2025/26 including the cost centre expenditure proposals for the Accessible Play Equipment project (as circulated).

**14. Accounts for payment.**

<b>PAYEE</b>	<b>Invoice /Reference No.</b>	<b>GROSS (£)</b>	<b>(VAT)(£)</b>	<b>NETT (£)</b>	<b>REASON</b>
Richards Builders Merchants Ltd	930431	43.52	7.25	36.27	Maintenance Council Chambers
Richards Builders Merchants Ltd	931786	79.25	13.21	66.04	Maintenance Council Chambers
Richards Builders Merchants Ltd	931975	108.93	18.15	90.78	Maintenance Council Chambers
Biffa	522C15935	33.82	5.64	28.18	Recycling Library
Biffa	522C15936	51.58	8.60	42.98	General Waste Library
Biffa	522C15937	33.82	5.64	28.18	Recycling Council Chambers
Biffa	522C15938	101.02	16.84	84.18	General Waste Council Chambers
Richards Builders Merchants Ltd	933597	27.98	4.66	23.32	Compost for Library Project
FOY-AIR Enterprises Ltd T/A LittleMops	2311	86.14	14.36	71.78	Consumables Chambers
CHAT	November 2024 - March 2025	1,820.05	0.00	1,820.05	Chat SLA - Library
Don Benson	61	48.00	0.00	48.00	Clock Winding St James
Western Web Limited	24879	23.40	3.90	19.50	Update to Library Router
Westcare Limited	SORD00217746	147.36	24.56	122.80	Stationery Order
Westcare Limited	SORD00217713	160.91	26.82	134.09	Stationery Order
D J W Window Cleaning	INV0075	55.00	0.00	55.00	Window Cleaning Chambers
D J W Window Cleaning	INV0073	30.00	0.00	30.00	Bus Shelter Cleaning
D J W Window Cleaning	INV 0074	30.00	0.00	30.00	Bus Shelter Cleaning (end of last year)
ITEC	1090160	46.46	7.75	38.71	Meter Readings Photocopier
Cornwall Council - Bus Rate Tennis Courts	802923069	48.00	0.00	48.00	Business Rates Tennis Courts May
Cornwall Council Bus Rates Room 4	802980235	61.00	0.00	61.00	Business Rates Room 4 May
NABMA	M177	484.00	0.00	484.00	NABMA Annual Subscription
Cornwall council - Bus Rate Library	802715760	555.00	0.00	555.00	Business Rates Library May
Cornwall Council - Bus Rate Chambers	802311466	1,322.00	0.00	1,322.00	Business Rates Chambers May
James Hallam Ltd	19579800	832.74	0.00	832.74	Torpoint Festival Event Insurance
<b>TOTAL</b>		<b>6,229.98</b>	<b>157.38</b>	<b>6,072.60</b>	

**15. Correspondence.**

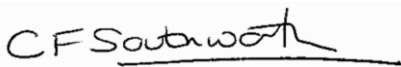
- a) To note: CIL Neighbourhood Payment April 2025 - Cornwall Council (as circulated).
- b) To note: NALC Legal Bulletin – March 2025 – via CALC (as circulated).
- c) To note: Statement of Persons Nominated: -
  - i) Torpoint Town Council - East Ward (as circulated).
  - ii) Torpoint Town Council - West Ward (as circulated).
- d) To note: Complaint regarding Taxi Building and parking issues on Fore Street – Mr J Powell [previously forwarded to Councillor J Tivnan BEM] (as circulated).
- e) To note: Complaint regarding lack of parking spaces on Fore Street, due to taxis parking – Mr J Hall [previously forwarded to Councillor J Tivnan BEM] (as circulated).
- f) To consider and note: Notification relating to a property asset in your town/parish: Garages 1-25 at Roberts Avenue & Garages 1-5 York Road, Torpoint including report from Asset Management Group [Cornwall Council] – Cornwall Council (as circulated).
- g) To note: Citizens Advice Cornwall Grant Impact Report, April 2025, following receipt of grant [£576] to upgrade all IT equipment to Windows 11 (as circulated).
- h) To consider and note: CALC News Bulletin and training opportunities for Members' Thursday 10<sup>th</sup> April 2025 – CALC (as circulated).

**16. Reports.**

- a) Neighbourhood Development Plan (NDP) update.
- b) Torpoint Town Partnership (TTP).
- c) Town Team Project Board (TTPB) update.
  - i) To update on the status of two parties signing the Grant Funding Agreement for the recently submitted UK Shared Prosperity Funding bid of £245,263, with the council providing match funding of £10,000, for the project to complete the RIBA 3 detailed design reports for the former police station site as part of the Lower Fore Street redevelopment.
- d) Reports from delegates to outside bodies.
  - i) Torpoint Archives & Heritage Centre – March 2025 (report as circulated).

**17. Date of next meeting.**

Thursday 15<sup>th</sup> May 2025 – Annual Meeting in the Main Hall, Council Chambers.

A handwritten signature in black ink that reads 'C F Southworth' with a horizontal line underneath.

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

Friday 11<sup>th</sup> April 2025