



## **TORPOINT TOWN COUNCIL**

NOTICE is hereby given that a meeting of Torpoint Town Council will be held on Thursday 17<sup>th</sup> July 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.**

- a) To receive any declarations from Members of any registerable (5A of the Code of Conduct) and/or non-registerable (5B) interests in matters to be considered at this meeting.
- b) The Town Clerk to receive written requests for dispensations prior to the start of the meeting for consideration.

**3. Co-option of Councillor for the Vacancy in the West Ward** (information as circulated from one applicant).

**4. Planning Applications.**

- a) PA25/04689 – Remodelling of existing dwelling including the addition of a glazed verandah roof canopy, and the demolition of the existing garage and construction of a replacement. 108 Marine Drive, Torpoint PL11 2EN.  
<https://planning.cornwall.gov.uk/onlineapplications/applicationDetails.do?activeTab=summary&keyVal=SY5W51FGKW300>

**5. Cornwall Council Reports** (one report attached).

**6. Police Activity Report and Liskeard July Newsletter** (as circulated).

**7. Minutes of the previous meeting.**

- a) Minutes of the meeting held on Thursday 19<sup>th</sup> June 2025 (as circulated).

**8. Matters arising from the minutes.**

- a) Arrange a meeting with The Rame Group Practice regarding concerns regarding routine appointments and the Pharmacy situation in the town (Town Mayor – minute number 63-25 (c) refers).
- b) Removal of litter bins at four locations (minute number 63-25 (e) refers).

**9. Mayor's communications.**

**10. Finance and Operations Committee.**

Minutes of the meeting held on Monday 30<sup>th</sup> June 2025 and to consider the recommendations in the minutes: 36-25F&O (b) Hire of Christmas lights for one year only from The Festive Lighting company at a cost of £3,293.50 + VAT, also undertake Anchor bolt testing at a cost of £720.00 + VAT, 37-25F&O (b) Adopt the updated Health and Safety Policy, 37-25F7O (c) Adopt the Co-option Policy, 37-25 (d) Adopt the Model Publication Scheme and ICO protocols, 37-25 (e) Adopt the Data Protection, Document Retention and Disposal Policy, as circulated.

**11. Development and Localism Committee.**

Minutes of the meeting held on Thursday 3<sup>rd</sup> July 2025 and to consider the recommendations in the minutes: to follow.

## 12. Question of which notice has been given or notice of motion.

"Climate Emergency."

Following the recent election and formation of the new Torpoint Town Council, we have an opportunity for those new to the council, and those incumbent at the time, to take a fresh look at the original 2021 decision to declare a climate emergency.

A motion is proposed that Torpoint Town Council has an open debate and discussion to clarify the meaning of the 2021 declaration "climate emergency" and the language used in that declaration and how that impacts our town.

**Proposer:** Councillor S J Pike – signed 8<sup>th</sup> July 2025. **Seconder:** Councillor Mrs. J L Reeves – signed 8<sup>th</sup> July 2025. (The October 2021 Notice of Motion is shared for clarity.)

## 13. Torpoint Ferry Statistics (to follow).

## 14. Financial Information. June 2025 Budget Variance (to follow).

## 15. Accounts for payment.

PAYEE	Invoice /Reference No.	GROSS (£)	(VAT)(£)	NETT (£)	REASON
Cornwall Council - Bus Rate Tennis Courts	802923069	48.00	0.00	48.00	Business Rates Tennis Courts August '25
Cornwall Council Bus Rates Room 4	802980235	61.00	0.00	61.00	Business Rates Room 4 August '25
Cornwall Council - Bus Rate Library	802715760	555.00	0.00	555.00	Business Rates Library August '25
Cornwall Council - Bus Rate Chambers	802311466	1,322.00	0.00	1,322.00	Business Rates Chambers August '25
Don Benson	64	56.00	0.00	56.00	Clock Winding St James
ITEC	1116066	54.18	9.03	45.51	Xerox Meter Readings
Biffa	522C44553	50.72	8.45	42.27	Recycling Collection Library
Biffa	522C44555	50.72	8.45	42.27	Recycling Collection Council Chambers
Biffa	522C44554	77.36	12.89	64.47	General Waste Collection Library
Biffa	522C44556	33.67	5.61	28.06	General Waste Collection Council Chambers
Biffa	522C44558	860.40	143.40	717.00	Waste and Recycling Collections From Thanckes Park - Torpoint Fest '25
CHATLINK	April - June SLA	1092.03	0.00	1092.03	1st April 2025 - 30th June 2025 inclusive. SLA provision for community engagement at Torpoint Library
BT	Q067 ZD	862.31	137.05	725.26	Telephone and Internet Services 1st June 2025 - 31st August 2025
MPLC	709477	450.65	75.11	375.54	MPLC Blanket Licence covering the term 23/08/2025 - 22/08/2026
Brandon Hire Station	15120837	1024.62	170.77	853.85	Provision for items including fencing and toilets for Torpoint Fest '25
St John Ambulance	SP25003562	1533.60	255.60	1278.00	Provision of First Aid Support for Torpoint Fest '25
The Tennis Network	TORPOINT001	103.65	0.00	103.65	Lead Coaching services/support coaching services/mileage & toll expenses - Tennis event 21/06/25
Mole Valley Farmers	IN209281084	377.18	47.87	329.31	Parks Maintenance Items - Operations Team

Clifton Emery Design Ltd.	SI-5262	8796.00	1466.00	7330.00	Torpoint RIBA 3 Detailed Design Reports Payment one as per Purchase Order
Westcare	SINV00217386	335.30	55.88	279.42	Stationery (Library and Chambers)
Wicksteed	0000828955	255.84	42.64	213.20	Swing seat, fixings and carriage
FOY-AIR Enterprises Ltd T/A LittleMops	2207	143.95	23.99	119.96	Outstanding from 07/07/24 Hand towels (4 packs)
Cornwall Council	8100590615	88,635.81	72.00	88,563.81	Apr - Jun '25 Salaries & Mayor's Allowance (1 month)
Joanna Hughes Traditional Sign Writer	Torpoint001	85.00	0.00	85.00	Update Mayoral Board 25/26
<b>TOTAL</b>		<b>106,864.99</b>	<b>2,534.74</b>	<b>104,330.61</b>	

## 16. Correspondence.

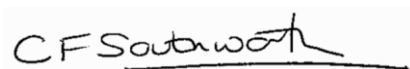
- To note: Thank you for free of charge use of facilities for PSA testing event – Mrs J Hughes (as circulated).
- To note: Report following receipt of grant to support event at Torpoint Skatepark on 14<sup>th</sup> June 2025 – Torpoint Ramps Forum (as circulated).
- To note: News item: Marking the Moment: Sarah Mason's farewell and what's next for CALC – CALC (as circulated).
- To note: New Site Finder for Rural Housing Enabler Programme – Cornwall Rural Community Charity (as circulated).
- To consider: Request for Torpoint Town Council to accept as a gift and then maintain the defibrillator and cabinet located at The Wheelers, Fore Street – M Weedon, (Partner) The Wheelers (as circulated).
- To note: Correspondence from CCLA regarding a change to corporate ownership which is being acquired by Jupiter Investment Management Group Limited (Jupiter) – Chief Executive of CCLA (as circulated).
- To note: Subject Access Request (1) and Subject Access Request (2) received.  
**Pursuant to Section 1(2) of the Public Bodies (Admission to meetings) Act 1960 the public and press will leave the meeting for any confidential discussions.**
- To consider: South East Cornwall CAP - climate change & nature recovery working group – Cornwall Council Community Link Officer (as circulated).
- To consider: Seeking a new Nursery setting in Torpoint – Ms J Stenning (as circulated).

## 17. Reports.

- To receive: Neighbourhood Development Plan (NDP) update and the minutes of the NDP steering group meeting held on Thursday 26<sup>th</sup> June 2025.
- To receive: Torpoint Town Partnership (TTP) update.
- To receive: Town Team Project Board (TTPB) update.
- To receive: Reports from delegates to outside bodies.
  - Torpoint Archives & Heritage Centre – June 2025 (report as circulated).

## 18. Date of next meeting.

Thursday 21<sup>st</sup> August 2025.



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

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