



TORPOINT TOWN COUNCIL

NOTICE is hereby given that a meeting of Torpoint Town Council will be held on Thursday 16th October 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

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. Planning Applications.

- a) PA25/07168 – Front porch and canopy extension, rear dormer loft conversion. 37 Kingsley Avenue, Torpoint PL11 2HF.
- b) PA25/05915 - This planning application proposes the construction of two timber decking areas, both supported by concrete block walls, to maximise the use of sloping ground in the garden. 52 Macey Street, Torpoint PL11 2AL.
- c) PA25/07148 - Outline Planning Permission with some matters reserved for Demolition of existing library, erection of replacement library/community hub, public open space and up to 14 dwellings and associated means of access only (all other matters reserved) – Torpoint Library And Former Police Station Site, Fore Street, Torpoint PL11 2AG.
<https://planning.cornwall.gov.uk/online-applications/search.do?action=simple&searchType=Application>

4. Cornwall Council Reports (one report attached).

5. Police Activity Report and Liskeard Newsletter (October '25) (as circulated).

6. Minutes of the previous meeting.

- a) Minutes of the meeting held on Thursday 18th September 2025 (as circulated).

7. Matters arising from the minutes.

- a) Ask Councillor Ewert to encourage the hastening of the re-opening of the play park at Trevorder (minute number 104-25 refers).

8. Mayor's communications.

9. Finance and Operations Committee.

Minutes of the meeting held on Monday 29th September 2025 and to consider the recommendations in the minutes: 66-25F&O (c) To progress CCTV proposals, to install two CCTV cameras at a location near to Harvey Street, in collaboration with key stakeholders, 69-25F&O (b) The council records there are sufficient funds available in the council finances to cover the costs for the project to install and take down the hired Christmas lights for 2025/26, 75-25F&O (c) Award £500.00 grant funding to Cornwall Air Ambulance Trust to continue to 'Save More time Saving More Lives', 75-25F&O (d) Award £500.00 grant funding to Cornerstone Church towards their Building Repairs Project, 75-25F&O (j) To refuse in the first instance a grant application from Torpoint Artists Collective to support 'Light Up Torpoint' workshops and 77-25F&O To appoint Cllr L Hogan to the Finance and Operations Committee, as circulated.

10. Development and Localism Committee.

Minutes of the meeting held on Thursday 2nd October 2025 and to consider the recommendations in the minutes, are to follow.

- a) To consider the results of the Invitation to Tender for Accessible Play Equipment Project (to follow).
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.

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

12. Torpoint Ferry Statistics (to follow).

13. Financial Information. September 2025 Budget Variance (to follow).

14. 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 November
Cornwall Council Bus Rates Room 4	802980235	61.00	0.00	61.00	Business Rates Room 4 November
Cornwall Council - Bus Rate Library	802715760	555.00	0.00	555.00	Business Rates Library November
Cornwall Council - Bus Rate Chambers	802311466	1,322.00	0.00	1,322.00	Business Rates Chambers November
Vincent Tractors	186188	586.38	97.73	488.65	Service to Grillo Climber
Clifton Emery Design	SI-5494	5,220.00	870.00	4,350.00	RIBA Stage 3 Consultation Costs
Richard's Builders Merchants	953602	31.33	5.22	26.11	Parks Maintenance
Richard's Builders Merchants	953897	15.41	2.57	12.84	Public Conveniences Maintenance
Richard's Builders Merchants	954632	10.78	1.80	8.98	Benodet Park Maintenance
Richard's Builders Merchants	954633	8.75	1.46	7.29	Materials for Planters
Richard's Builders Merchants	955535	13.51	2.25	11.26	Public Conveniences Maintenance
Richard's Builders Merchants	955944	80.57	13.43	67.14	Equipment for Maintenance with Recruits from HMS Raleigh
Richard's Builders Merchants	955924	100.73	16.78	83.95	Parks Maintenance
Richard's Builders Merchants	956809	30.87	5.15	25.72	Council Chambers Maintenance
Every Corner Distribution	TTCECD015	625.00	0.00	625.00	Delivery of NDP Referendum Leaflets
Print Options	INV-15378	453.00	13.00	440.00	Printing of NDP Referendum Leaflets
Caradon Tool & Plant Hire	IN8037	158.69	26.45	132.24	Hire of Machinery for Repairs to the Floor in Room 1
Hampshire Flag Company	INV38377	289.44	48.24	241.20	2 x Replacement Union Flags
Biffa	522C74125	33.82	5.64	28.18	Recycling Collection Library
Don Benson	68	56.00	0.00	56.00	Clock Winding St James
The Festive Lighting Company Ltd	INV-2025-09-000085	4,357.80	726.30	3,631.50	Provision and Installation of Christmas Lighting
Biffa	522C74126	51.58	8.60	42.98	General Waste Collection Library
Biffa	522C74127	33.82	5.64	28.18	Recycling Collection Council Chambers
Cornish Pod	INV-0397	1,733.40	288.90	1,444.50	Provision of Food for Freedom Parade

Caradon Tool and Plant Hire Ltd	IN7847	80.35	13.39	66.96	Hire of Equipment for Repairs to the Floor in Room 1
ITEC	1143308	42.20	7.03	35.17	Meter Readings Xerox
Gould Electronics	122530	290.40	48.40	242.00	Hire of 25 x Radions - Freedom Parade
The Solar Range	S1182	3,360.00	560.00	2,800.00	Second Installment for Solar Benches - CLUP
Cornish Tea & Cornish Coffee Co Ltd	SL106620	142.30	0.00	142.30	Library Café Supplies
Biffa	522C7412	84.20	14.03	70.17	General Waste Collection Council Chambers
FOY-AIR LittleMops	2369	203.20	33.87	169.33	Consumables Public Conveniences
FOY-AIR LittleMops	2368	290.37	48.40	241.97	Consumables Council Chambers
*James Hallam	549271876	550.22	73.04	477.18	British Engineeering Services Inspection Renewal (Lift)
St John Ambulance	SP25006555	30.00	5.00	25.00	Provision of First Aid Support - Freedom Parade
Andy Campfield	Photography	30.00	0.00	30.00	Provision of Photography Services - Freedom Parade
TOTAL		20,980.12	2,942.32	18,037.80	

* see below, agenda item 15e

15. Correspondence.

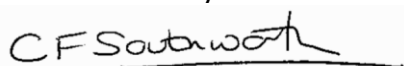
- a) To note: Let's Talk Taxis – Cornwall Council (as circulated).
- b) To consider: Request for a memorial plaque and tree to be planted at Rendel Park, in memory of Philip Roy Ackland – family of Mr Ackland (Mrs T Hough) (as circulated).
- c) To consider **CONFIDENTIAL** correspondence, re Lower Fore Street redevelopment (as circulated).
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.
- d) To consider: CALC: Invitation to join the CALC EXECUTIVE BOARD (as circulated).
- e) To consider: Engineering Renewal for Lift - for the period from 30th October 2025 to 29th October 2026, due 30th October 2025, James Hallam Insurance Brokers (as circulated).
- f) To consider: Request for a letter of support from the Council, supporting a funding application for £50,000 to the Peninsula Transport and Western Gateway Rural Mobility Fund submitted by Torpoint Artists Collective CIC (as circulated).
- g) To consider: Suggestion to install a memorial plaque, for Roger Cook – Cllr K Moon (as circulated).
- h) To note: Contested Election – 1 May 2025 – Recharges – Cornwall Council (as circulated).

16. Reports.

- a) To receive: Neighbourhood Development Plan (NDP) update.
- b) To receive: Torpoint Town Partnership (TTP) update.
- c) To receive: Town Team Project Board (TTPB) update and minutes of the meeting held Monday 13th October 2025 (to follow), including any recommendations.
- d) To receive: Reports from delegates to outside bodies.
 - i) Torpoint Archives & Heritage Centre – September 2025 (report as circulated).

17. Date of next meeting.

Thursday 20th November 2025.



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

Friday 10th October 2025