

Fr. Michael Brown led prayers before the meeting. The appointed Consultant and representatives of Torpoint Artists Collective (CIC) presented the Torpoint Arts and Culture Strategy. [Cornwall] Councillor Mrs. K Ewert and [Cornwall] Councillor R Parsonage were in the public gallery. PC Gething was in the public gallery.

MINUTES of the meeting of Torpoint Town Council held on Thursday 20th November 2025 at 7.00pm in the Committee Room, 4 York Road, Torpoint.

Present: - Town Mayor (Councillor Mrs. J M Martin), Deputy Town Mayor (Councillor Mrs. C E Goodman) Chairman, Councillors Mrs. S G Bickle, Mrs. K Brownhill, S A Clark, G J Davis, Miss R A Evans BEM, L Hogan, L E Keise, K J Moon, S J Pike, M J Spurling, C R Still and J Tivnan BEM. The Town Clerk & RFO (Clerk), the Town Council Support Officer / Assistant to the Town Clerk were also in attendance.

	ACTION
<p>138-25 Apologies for absence: - Apologies for absence were submitted on behalf of Councillors Mrs. L Fellows and Mrs. J L Reeves.</p>	
<p>139-25 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.</p> <p>i) An NRI (Non-Registerable Interest) was declared by: - The Town Mayor (Councillor Mrs. J M Martin) – (Agenda item 9. Hiring and Letting Charges as a relative of the proprietor of the Coppola School of Performing Arts, also Andy Martin Production Support.) ii) An NRI (Non-Registerable Interest) was declared by: - Councillor Mrs. K Brownhill – (Agenda item 9. Hiring and Letting Charges as a Member of the RBL and as a hirer for and on behalf of U3A.) iii) An NRI (Non-Registerable Interest) was declared by: - Councillor J Tivnan BEM – (Agenda item 9. Hiring and Letting Charges as Treasurer of the Royal British Legion [Storage Room York Road] and anything related to Remembrance.)</p> <p>b) The Town Clerk to receive written requests for dispensations prior to the start of the meeting for consideration. None.</p>	
<p>140-25 Planning Applications: - a) PA25/07538 – Proposed detached dwelling, Land Adjacent To 16 Hawthorn Avenue, Torpoint. It is resolved there are no observations or objections.</p>	Clerk
<p>141-25 Cornwall Council Reports: - Town Mayor (Councillor Mrs. J M Martin) thanked [Cornwall] Councillors Mrs. K Ewert and R Parsonage for their written reports. Councillor Mrs. K Ewert was pleased to advise that Trevorder Play Park had been re-opened, with regular weekly checks being undertaken. Councillor R Parsonage highlighted about a letter regarding the wall adjacent to Trevol Road, which had been distributed to residents' of Trengrouse Avenue, hand delivered by the town council Operations staff.</p>	

<p>Regarding the ongoing anti-social behaviour issues at Harvey Street, Councillor Parsonage explained having been in contact with the Police and Crime Commissioner (Alison Hernandez).</p> <p>Councillor Parsonage highlighted having visited the Foodbank at Liskeard and is now looking to collaborate with other councillors regarding the facility.</p> <p>Following a question put regarding the issues on the highway at Bellevue Square, Councillor Parsonage explained he had contacted Wildanet regarding the problems.</p> <p>Following a question put regarding the issues in the town with the street lighting being turned off between midnight and 5.00am, Councillor Parsonage explained this is a Cornwall wide initiative, which he is continuing to work towards having the street lighting turned back on in the town. Councillor Ewert explained that it is a county wide money-saving initiative and where she has highlighted areas in her Ward, which are a safety concern, and requested for the lights to be turned back on, then they have either been switched back on or dimmed.</p>	
<p>142-25 Police Activity Report</p> <p>Town Mayor (Councillor Mrs. J M Martin) thanked PC Hayley Gething for the statistics. PC Gething explained there were nothing of significant concern within the monthly statistics.</p> <p>PC Gething explained some of the recent initiatives which had been participated in, including Knife Crime week, also the increased patrols in the town.</p> <p>Councillor J Tivnan BEM asked PC Gething about the free seatbelt covers, which he had asked Inspector Bowie about previously. These are being offered, to drivers and passengers with speech, language or communication needs to help make things easier after incidents on the road, PC Gething will endeavour to source some for the library and community hub.</p> <p>A question was put regarding whether the speed detection team are available to monitor Antony Road at a different time to previous monitoring times. PC Gething explained that unfortunately having contacted the monitoring team, there is insufficient accident data to warrant visits between specific times, however, training is available, for anyone wishing to be trained in the use of a hand-held speed camera. The Clerk highlighted the current issues that Penzance Town Council is having as they currently have no Police response immediately available.</p>	
<p>143-25 Minutes of the previous meeting: -</p> <p>a) It is resolved the minutes of the meeting held on Thursday 16th October 2025 as circulated, are adopted.</p>	
<p>144-25 Matters arising from the minutes: -</p> <p>a) Correspond with Walk Wheel Cycle Trust, providing a letter of support for the Torpoint and Rame Local Cycling Walking Infrastructure Plan: -</p> <p>Pursuant to minute number 126-25, the Clerk has actioned a letter of support of behalf of the town council.</p> <p>b) Memorial plaque and tree for the family of Mr Ackland: -</p> <p>Pursuant to minute number 134-25 (b), this will be referred to the next meeting of the Finance and Operations Committee.</p> <p>c) Memorial plaque for Roger Cook: -</p> <p>Pursuant to minute number 134-25 (g), this will be referred to the next meeting of the Finance and Operations Committee.</p>	

145-25 Mayor's communications: -

On Thursday 30th October Andy and I were pleased to attend the 3 Choir Concert at St James Church, organised by the Lions and raising money for the RBL Poppy Appeal. It was a lovely evening and was very well attended.

Saturday 8th November saw what looked like over half of the population of Torpoint in Thanckes Park for what has now become the annual Bonfire and Firework Display. I was very pleased to be asked to light the fire. The fireworks were amazing. It was an excellent community evening and the organisers 2nd Torpoint Scouts are to be congratulated.

Sunday 9th November saw a large turn-out for our annual Remembrance Parade and Service. I was proud to lead the wreath laying at St James Church and I congratulate Councillor Tivnan, the RBL and all of those involved in the organisation for executing such a respectful and fitting tribute to the fallen.

Also on Tuesday 11th November a significant number gathered at Sparrow Park, including the Deputy Lord Lieutenant Ivan Hooper, to observe the 2 minutes silence at 11.00am and I was honoured, along with the RBL, to lay a wreath on behalf of the residents' of the town.

On Tuesday Andy and I attended New County Hall at the invitation of the Chairman of Cornwall Council, Councillor Rob Nolan, to witness the planting of a Ginkgo tree grown from seeds produced from a tree which had miraculously survived the Hiroshima bombing despite being only 1,370 metres from the hypocentre. Cornwall is proud to participate in this global project and other saplings have been donated to Fox Rose Hill Gardens, Trewithen Gardens, Trebah Gardens, the Eden Project and Pencarrow House and Gardens.

Yesterday, I was extremely proud to host Councillor Sarah Preece; Portfolio Holder Tourism, Localism and Planning and her colleagues, at the Library and Community Hub. The visit was an opportunity to show all of the great things that happen there and demonstrate why our Library was chosen as a case study in the recent Ministry of Housing, Communities and Local Government (MHCLG) publication – Pride in Place. Councillor Preece spoke to staff and volunteers, took part in Rhyme time, visited the Archives, spoke to one of our Afghan families and other visitors, and met Ladies from Torpoint Environmental Action. We concluded the visit with a tour to Cambridge Field, Bénodet Park, the Skate Park and the Tennis Courts to show the results of Localism, our great working relationship with County as well as our plans for the future. She was very impressed by our fabulous community and was very complimentary about the Council, the way it operates and makes things happen.

I offer my congratulations to our Town Crier David Green who entered the Hatherleigh Carnival and Town Crier event and won the "Best Ambassador" trophy.

I have also spoken to Hazel Moorey Anna Gelderd's Constituency Support Officer who would like to arrange a date to meet with us. Face to face meetings offer the chance for a more in depth, detailed conversation about local projects and issues than can be conveyed by email and I will look to set something up as soon as possible.

Forthcoming events include :-
Torpoint Town Partnership Lantern Making on Saturday

Mayor's Quiz Night on Sunday

Christmas Lights Switch On next Saturday – road closed from 12. Stalls and entertainment from 3.00pm, lights switch on at 6.00pm followed by the lantern parade and Father Christmas in his grotto at the Library and community hub. He will also be there on Market Sunday the following day 11.00am to 1.00pm.

Christmas Civic Service on Tuesday 16th December at 7.00pm with refreshments afterwards – all welcome.

146-25 Finance and Operations Committee: -

It is **resolved** the minutes of the meeting held on Monday 3rd November 2025 and the recommendations in the minutes, as circulated:-

82-25F&O To consider the Hiring and Letting Charges for the 2026-27 financial year (see Appendix 1) and 83-25F&O To consider the Council Budget for the 2026-27, 2027-28 and 2028-29 financial years (see Appendix 2), as circulated. (THIS IS SUBJECT TO CHANGE, AS TAX BASE IS NOW KNOWN.)

Before the vote was taken on the budget for 2026/27 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.

It is **resolved** that the notes appended to these minutes containing the proposed hiring and licensee charges at *Appendix 1* are as follows from 1st April 2026: -

Council Hall – £20.00 per hour

Committee Room – £14.00 per hour

Mayor's Parlour - £10.00 per hour.

Bénodet Park tea hut and Park

Hourly charge – £14.00 per hour

Half day charge - £40.00

Full day charge - £80.00 for the 2026-27 financial year.

All licensees charges for 2026/27 are as per *Appendix 1* with the Clerk delegated to review and increase the service charges applied to Room 1 and the Annexe from 1st April 2026.

All income amounts were reviewed, as well as the planned allocated Reserves considerations for 2026-27, copied here for clarity.

Reserves	Budget £	Actual £	Var GBP £	Var %	2026-27 RESERVES NOTES	£
Reserves - Accessibility Improvements	7000.00	23.00	6977.00	99.67%	USE ALL FOR ACCESSIBLE PLAY EQUIPMENT 25/26 PROJECT & THEN ALLOCATE £0	0.00
Reserves - Accessible Play Equipment donations	4651.00	0.00	4651.00	100.00%	USE ALL FOR ACCESSIBLE PLAY EQUIPMENT 25/26 PROJECT & THEN ALLOCATE £0	0.00
Reserves - CIL	5999.00	0.00	5999.00	100.00%	USE ALL FOR ACCESSIBLE PLAY EQUIPMENT 25/26 PROJECT & THEN ALLOCATE £0	0.00
Reserves - Defibrillator Donation	3150.00	2670.00	480.00	100.00%	ADD ANY ADDITIONAL DEFIB DONATIONS & ALLOCATE TO DEFIBRILLATOR	1000.00
Reserves - Election Expenses	10000.00	0.00	10000.00	100.00%	ANY REMAINING INCOME AFTER 25/26, RETURN TO GENERAL RESERVES & THEN ALLOCATE £0 (use revenue expenditure if needed)	0.00
Reserves - Freedom Parade	3000.00	1946.00	1054.00	100.00%	£1,000 per year - TOTAL COST 2025 = £2,000 - REMOVE THIS NOW IN MARKETING	0.00
Reserves - MUGA/Other	10000.00	0.00	10000.00	100.0%	£10,000 remains for 26/27	10000.00
Reserves - NDP Improvements	4046.00	1665.00	2381.00	58.8482%	ANY REMAINING INCOME AFTER 25/26, RETURN TO GENERAL RESERVES & THEN ALLOCATE £0	0.00
Reserves - Play Areas and Tennis Courts	15614.00	0.00	15614.00	100.0%	ANY REMAINING INCOME AFTER 25/26, REMAINS IN ALLOCATED RESERVES - PLAY AREAS & TENNIS COURTS	3000.00
Reserves - RIBA3 Good Growth Shared Prosperity Fund	10000.00	2691.00	7309.00	73.09%	WILL BE SPENT IN 25/26. ANY REMAINING INCOME AFTER 25/26, RETURN TO GENERAL RESERVES & THEN ALLOCATE £0	0.00
Reserves - Skate Park Improvements	20000.00	0.00	20000.00	100.0%	REMAIN AT £20,000	20000.00
Reserves - Tennis Courts	4000.00	0.00	4000.00	100.0%	ADD ADDITIONAL £3,000 IN LINE	7000.00

Sinking Fund					WITH LTA (from Tennis courts 25/26 income)	
Reserves - Town Accelerator Fund (website)	6250.00	14685.00	-8435.00	-134.96%	NO BUDGET REMAINING PROJECT COMPLETE	0.00
Reserves - Town Clock	10000.00	0.00	10000.00	100.0%	ADD ADDITIONAL £10,000 for COUNCIL PROJECT 27/28	20000.00
Reserves - Vision Projects	10000.00	5480.00	4520.00	45.2%	ANY REMAINING INCOME AFTER 25./26, REMAINS IN ALLOCATED RESERVES - VISION PROJECTS	4520.00
Reserves - 3 G Pitch Donations	2671.00	0.00	2671.00	100.0%	REMAIN AT £2,671	2671.00
Reserves - 3G Pitch Project	80000.00	0.00	80000.00	100.0%	REMAIN AT £80,000	80000.00
Total Reserves	£206,381.00	£29,160.00	£177,221.00	85.8708%	TOTAL 26/27	148191.00

The Clerk explained that using **the correct tax base, which had now been received and circulated by the Clerk, it was proposed by the Chairman (Councillor Mrs. J M Martin), seconded by Councillor K J Moon, it is unanimously resolved** that the notes appended to these minutes containing a balanced budget for the financial year 2026/27 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 £499,466, rising to a proposed precept of **£536,332**, an increase of £36,866, using the **CORRECT tax base** this is approximately a 6.2% increase, with the monthly charge of £224.21 for a Band "D" property, which is an increase of £13.10. The Budget Statement to accompany the budget will be prepared for next month's meeting.

Members' highlighted that in the 2027/28 budget, £20k will be included for improvements to Thanckes Park Play Park.

Pursuant to minute number 85-25F&O (b), Councillor M J Spurling made the proposal that it is **recommended to adopt the Project Initiation Document for the CCTV proposals**, to install two CCTV cameras at a location near to Harvey Street, in collaboration with key stakeholders. This was seconded by the Deputy Mayor (Councillor Mrs. C E Goodman). In advance of the voting, Councillor Mrs. K Brownhill requested a recorded (named) vote, this is recorded as follows: -

Councillor plus Surname	Vote
Councillor Mrs. S G Bickle	For
Councillor Mrs. K Brownhill	For
Councillor S A Clark	For
Councillor G J Davis	Against
Councillor Miss R A Evans BEM	For
Councillor Mrs. C E Goodman (Deputy Town Mayor)	For

Councillor L Hogan	For		
Councillor L Keise	For		
Councillor Mrs. J M Martin (Town Mayor)	For		
Councillor K J Moon	Against		
Councillor S J Pike	For		
Councillor M Spurling	For		
Councillor C R Still	For		
Councillor J Tivnan BEM	For		
The Clerk double checked the record made and announced the results of the vote: -			
FOR	12		
AGAINST	2		
ABSTAIN	0		
TOTAL	14		
<p>The vote is carried, it is therefore resolved to adopt the Project Initiation Document for the CCTV proposals, to install two CCTV cameras at Harvey Street, in the knowledge that once updated costs and funding bid outcomes are known, the document will be revised.</p> <p>Councillor G J Davis recorded they he is not opposed to the project to install CCTV cameras, his concern is around the Project Initiation Document as currently presented and the contents therein; Councillor K J Moon echoed his comments.</p>			
<p>147-25 Development and Localism Committee: - It is resolved the minutes of the meeting held on Thursday 6th November 2025 and to consider the recommendation in the minutes, as circulated: 76-25 (b) updated Action Plan is adopted.</p> <p>Pursuant to minute number 76-25 (a) IT Policy, following omissions identified by Councillor G J Davis, this will be further updated to include the council's additional websites and social media sites and re-presented for consideration at the next meeting of this committee.</p> <p>Pursuant to minute number 76-25D&L (d) to <i>recommend</i> to include a statement to highlight this in the Communications and Social Media Policy: "Where an individual town councillor sees a comment that could be perceived as being defamatory in any way, this should be referred to the Clerk, as the council's Communications Officer, to take action and should not be replied to by the councillor. In the absence of the Clerk, it should be referred to the Town Mayor", Councillor G J Davis explained that he would not support this recommendation, giving his reasons for this. The vote was taken, it was carried and therefore it is resolved to add the statement to the policy. Councillor Davis sought clarification [from the Clerk] about what the outcome would be should a member not 'abide' by this statement once the Policy is updated, Clerk is to seek advice from CALC on the matter, in advance of updating the Communications and Social Media Policy accordingly.</p>			
a) To consider: The adoption of the Torpoint Arts and Culture Strategy as presented by the Torpoint Artists Collective consultant and to agree the next steps to support Torpoint			Clerk

Artists Collective with delivery.

The proposal was put by Councillor Miss R A Evans BEM, seconded by Councillor C R Still and it is **resolved** "To adopt the Torpoint Arts and Culture Strategy and Action Plan as presented by the Torpoint Artists Collective consultant Lizzie Hilton, congratulating the consultant for producing and developing an insightful and coherent Strategy for the town." Next steps will be to discuss this at the next meeting of the Development and Localism committee.

Torpoint Town Council minuted that Lizzie Hilton (consultant) is to be congratulated and thanked for all her work expended towards completion of the Torpoint Arts and Culture Strategy and Action Plan and gave her a 'round of applause'.

148-25 Question of which notice has been given or notice of motion: -
None.

149-25 Torpoint Ferry Statistics: -

Town Mayor (Councillor Mrs. J M Martin) thanked the Torpoint Ferry staff for the report.

Several questions were posited about the Ferry service to [Cornwall] Councillor R Parsonage, including: -

- 9.30pm Ferry departing from Devonport, is this no longer taking pedestrians and cars? If this is correct, please can this be communicated by Tamar Crossings.
- Are the resources around the operation of the Torpoint Ferries being depleted?

[Cornwall]
Cllr Parsonage

150-25 Financial Information: -

It is **resolved** that the October 2025 Budget Variance as circulated, is received and adopted, there were no concerns.

151-25 To note: Meeting Schedule 2026: -

One correction, for the Development and Localism committee meeting in April 2026, due to it being Maundy Thursday, Clerk to action change and re-issue.

Clerk

152-25 To note: Updated Committee/Working party structure Civic Year 2025–2026

The updated Committee/Working party structure for the Civic Year 2025-2026 is noted.

153-25 Accounts for Payment: -

Contact Name	Invoice Number	Total	VAT	NET	Description
Cornwall Council - Bus Rate Tennis Courts	802923069	48.00	0.00	48.00	Business Rates Tennis Courts December
Cornwall Council Bus Rates Room 4	802980235	61.00	0.00	61.00	Business Rates Room 4 December
Cornwall Council - Bus Rate Library	802715760	555.00	0.00	555.00	Business Rates Library December
Cornwall Council - Bus Rate Chambers	802311466	1,322.00	0.00	1,322.00	Business Rates Chambers December
Cornish Tea & Coffee Ltd	SL106885	127.34	0.00	127.34	Café Supplies Library
Cornish Tea & Coffee Ltd	SL107195	218.84	0.00	218.84	Café Supplies Library
Cornish Tea & Coffee Ltd	SL107156	120.00	0.00	120.00	Coffee Machine Rental
Safety Buyer UK Ltd	165189	1,195.09	199.18	995.91	Rubber Anti Slip Matting - CLUP Funding

Cormac	CINV-173313	120.00	20.00	100.00	Traffic Management for Community Events - CLUP Funding
Clifton Emery Design	SI-5546	11,430.00	1,905.00	9,525.00	Torpoint Ground Condition Survey - SPF
Clifton Emery Design	SI-5528	8,085.00	1,347.50	6,737.50	Torpoint Library Detailed Layout - SPF
Clifton Emery Design	SI-5501	18,848.28	3,141.38	15,706.90	Torpoint Masterplan - SPF
Clifton Emery Design	SI-5446	33,086.87	5,514.80	27,572.39	Torpoint Masterplan - SPF
RB Windows	INV-0700	4,980.00	830.00	4,150.00	Supply and Installation of Replacement Door and Windows Buller Road Offices
Cornwall Council	8100625773	5,584.87	0.00	5,584.87	1st May 2025 Parish Recharges
SLCC	MEM25577 4-1	355.00	0.00	355.00	Membership Fee - Operations Manager 2025/ 2026
ITEC	1151000	60.28	10.05	50.23	Xerox Meter Readings
Beat4autism CIC	INV-005	100.00	0.00	100.00	Sensory Workshop - Library and Community Hub - CLUP Funding
Caradon Tool & Plant Hire Ltd	IN8342	143.64	23.94	119.70	Machinery for Bénodet Park Shed Works - CLUP Funding
Don Benson	69	70.00	0.00	70.00	Clock Winding St James
Cornish Tea & Coffee Ltd	SL107768	149.57	0.00	149.57	Café Supplies Library
Seton	9303929578	1,664.27	2,777.38	1,386.89	Locking Noticeboards for Bus Shelters - CLUP Funding
Richards Builders Merchants	957155	99.29	16.55	82.74	Repairs and Maintenance Council Chambers
Richards Builders Merchants	957544	14.04	2.34	11.70	Borough Farm Park Maintenance
Richards Builders Merchants	957562	27.22	4.54	22.68	Repairs and Maintenance Council Chambers
Richards Builders Merchants	957728	12.33	2.06	10.27	Repairs and Maintenance Council Chambers
Richards Builders Merchants	957849	8.36	1.39	6.97	Repairs and Maintenance Council Chambers
Richards Builders Merchants	957858	34.97	5.83	29.14	Repairs and Maintenance Council Chambers
Richards Builders Merchants	958713	40.62	6.78	33.84	Parks Maintenance
Richards Builders Merchants	958753	62.39	10.40	51.99	Parks Maintenance

Richards Builders Merchants	958757	628.19	104.70	523.49	Maintenance - CLUP Funding
Richards Builders Merchants	958915	81.93	13.66	68.27	Parks Maintenance
Richards Builders Merchants	958917	3.79	0.63	3.16	Parks Maintenance
Richards Builders Merchants	958920	13.37	2.23	11.14	Parks Maintenance
Richards Builders Merchants	959301	54.48	9.08	45.40	Benodet Park Maintenance
Richards Builders Merchants	960066	18.05	3.01	15.04	Thanckes Park Public Conveniences Maintenance
Richards Builders Merchants	960337	75.12	12.53	62.59	Parks Maintenance
Richards Builders Merchants	960391	68.30	11.38	56.92	Parks Maintenance
Richards Builders Merchants	960916	37.01	6.17	30.84	Repairs and Maintenance Council Chambers
TOTAL		89,604.51	15,982.51	76,122.32	
XERO	CC Nov 2025 subscription	39.60	6.60	33.00	XERO - Monthly accounting software subscription
Adobe Systems Software Ireland Ltd	CC Nov 2025	16.64	0.00	16.64	Adobe Systems Software Ireland Ltd - Monthly subscription
Amazon	CC Amazon	15.29	2.55	12.74	Amazon - Teaspoons
Amazon	CC Amazon	66.30	11.05	55.25	Amazon - Charging Cables
Synology Cloud Storage	CC PUTXNNHS-0002	73.94	12.32	61.62	Synology Cloud Storage - Annual Payment - Cloud Storage Solutions as arranged by Westernweb
Post Office Torpoint	CC Post Office	7.10	1.18	5.92	Post Office Torpoint - stamps
Amazon	CC Amazon	13.99	2.33	11.66	Amazon - Silver Push Pull Signs
ICO	DD Z2093838	73.00	12.17	60.83	ICO - ICO Z2093838
Amazon	CC Amazon Refund	(17.98)	(3.00)	(14.98)	Amazon - Refund for 2 x diaries not delivered
Xterminate	CC 5476421	11.99	2.00	9.99	Xterminate - amazon Pay - Fly killer bulb replace
Amazon	CC Amazon	33.99	5.66	28.33	Amazon - Heavy Duty Rubber Backed Rug
Amazon	CC Amazon	45.58	7.60	37.98	Amazon - CARpet tiles

Amazon	CC Amazon	47.97	7.99	39.98	Amazon - Biodegradable trash bags
Amazon	CC Amazon	12.74	2.12	10.62	Amazon - A4 Plastic Wallets
Amazon	CC Amazon	9.99	1.66	8.33	Amazon - Wireless Doorbell
SAINSBURYS S/MKTS	CC R36848	10.05	1.67	8.38	SAINSBURYS S/MKTS - Cafe Supplies
SAINSBURYS S/MKTS	CC R36848	1.20	0.20	1.00	SAINSBURYS S/MKTS - Newspapers
Amazon	CC Amazon	8.99	1.50	7.49	Amazon - Paper Napkins
Amazon	CC Amazon	7.99	1.33	6.66	Amazon - USB cable multi
Amazon	CC Amazon	21.91	3.65	18.26	Amazon - USB cable multi
Amazon	CC Amazon	23.98	4.00	19.98	Amazon - Hi Vis Vests
Amazon	CC Amazon	13.39	2.23	11.16	Amazon - Head torches
Amazon	CC Amazon	13.99	2.33	11.66	Amazon - H vis Vests
Amazon	CC Amazon	9.42	1.57	7.85	Amazon - Whistles
Amazon	CC Amazon	15.79	2.63	13.16	Amazon - Paving Sand
Amazon	CC Amazon	17.89	2.98	14.91	Amazon - sand bags
CO-OP GROUP 380558	CC Co-op	141.56	23.57	117.99	CO-OP GROUP 380558 - Cafe Supplies
Total		736.30	119.89	616.41	
ALD Automotive Limited t/a Ford Lease	DD October 2025	747.42	124.57	622.85	ALD Automotive Limited t/a Ford Lease - Monthly lease payment for vehicle October 2025
EE	DD V02397583 878	115.66	19.28	96.38	EE - Mobile Phone Contracts October
ENGIE Electricity Public Conveniences	DD 2-05612402	250.95	41.82	209.13	ENGIE Electricity Public Conveniences - Electricity supplied to public conveniences 01/10 - 31/10
ENGIE Electricity Council Chambers	DD 2-05612404	758.24	126.37	631.87	ENGIE Electricity Council Chambers - Electricity supplied to council hall 01/10 - 31/10
ENGIE Electricity Cambridge Field	DD 2-05641268	47.23	7.87	39.36	ENGIE Electricity Cambridge Field - Electricity Supplied to Cambridge Field

ENGIE Gas Library and Community Hub	DD 1-01878131	432.06	72.01	360.05	ENGIE Gas Library and Community Hub - Gas Supplied to Library 01/10 - 31/10 2025
Everflow Water	DD 4910447	73.30	4.29	69.01	Everflow Water - Chambers Water Rates
Everflow Water	DD 4910447	218.76	14.60	204.16	Everflow Water - Library Water Rates
Everflow Water	DD 4910447	357.32	23.28	334.04	Everflow Water - Public Conveniences Water Rates
Total		3,000.94	434.09	2566.85	

154-25 Correspondence: -

a) To note: Chargeable Cleaning of Devolved Land & Private Litter Bin Collection – Cornwall Council: -

It is **resolved** to agree the Chargeable Cleaning of Devolved Land and Private Litter Bin Collection expenditure for the parks for 2026/27.

b) To consider: Parish and Town Council Precepts for the 2026/27 Financial Year and Taxbase 2026/27 with 2025/26 comparison: -

Clerk to action the precept request, for an on behalf of Torpoint Town Council for the 2026/27 Financial Year.

c) To consider and note: Information pack regarding Cornwall Youth Council Elections – Cornwall Council: -

Noted.

d) To consider and note: Update from Town Council Insurer, regarding Insurance Renewal/Claims position – James Hallam Insurance Brokers: -

It is **resolved** to maintain with James Hallam Insurance Brokers for the financial year 2026/27 for the councils insurance provision, due to the correspondence as shared.

e) To note: "Thank you" from Cornwall Air Ambulance Trust for grant award of £500.00 – Cornwall Air Ambulance Trust: -

Noted. On the suggestion of Councillor J Tivnan BEM, Clerk is directed to ask Cornwall Air Ambulance whether a visit to their headquarters in Newquay could be arranged for members'.

f) To consider and note: Support with Carbon Footprinting and Reduction Planning – Carbon Sense: -

Noted.

g) To note: Jhoots pharmacy update from Anna Gelderd MP: -

Noted.

h) To note: Thank you correspondence for Bonfire Night support – 2nd Torpoint Scout Group: -

Noted.

i) To consider: Does Torpoint Town Council wish to exercise a vote in the NALC

Governance Larger Councils Committee elections and if so, who will action the vote?: -

Following consideration, it is **resolved** to delegate to the Town Mayor (Councillor Mrs. J M Martin) to action a democratic cote in the NALC Governance Larger Councils Committee elections, for and on behalf of Torpoint Town Council.

j) To consider and note: School Admission Arrangements Consultation – Devon Children and Families Partnership: -

Noted.

k) To note: Correspondence from resident (S Thomas) re RALEIGH firing and response from RALEIGH: -

Clerk

<p>Noted.</p> <p>l) To consider and note: News Bulletin 14/11/2025 CALC (as circulated).</p> <p>Noted.</p>	
<p>155-25 Reports: -</p> <p>a) To receive the final: Neighbourhood Development Plan (NDP) update: - Councillor G J Davis was delighted to give the final report on the Torpoint Neighbourhood Development Plan, having passed referendum, following 10 years of dedicated work from everyone who has been involved. He highlighted that it is an excellent document, containing policies for the town, which are most definitely relevant and important. Residents' have been involved with the development of the plan since the beginning and it is to be celebrated that it has passed referendum. Thanks were minuted to everyone who has contributed to the Neighbourhood Development Plan, including the public for voting for the referendum, members' celebrated with a round of applause.</p> <p>b) To receive: Torpoint Town Partnership (TTP) update. Deputy Mayor (Councillor Mrs. C E Goodman) gave an update from the recent TTP meeting. At the meeting members reviewed the planned Town diary dates, noting the upcoming Lantern Making event, Cornerstone Church Fayre, Mayor's Quiz night and the Walking, Cycling survey at the Library and Community Hub on 22nd November 2025 and the Craft Fayre at the Library and Community Hub on the 5th December. In addition there is also Beat4autism's Christmas Grotto and the Mayor's Christmas Service. The Christmas Lights are now up, thank you to all those involved with this. The Christmas tree was donated by Antony Woodland Garden and looks spectacular. Everything is in hand for the annual Christmas Lights Switch On and again thank you to all those involved in this operation/event. Wet weather arrangements were considered and confirmed. The next meeting is scheduled for 17th February 2026 at 7.00pm.</p> <p>c) To receive: Town Team Project Board (TTPB) update and minutes of the meeting held Monday 17th November 2025 and any recommendations:</p> <p>i) To consider: The adoption the RIBA 3 Report for Community Hub; to consider and adopt the RIBA 3 Report for the Town Public Square, also reports and documentation. Link here: https://cliftonemery-design.box.com/s/zp479ctmmb0aq4e05usrftcbiy03buw6</p> <p>Councillor G J Davis recorded thanks again to Neil Emery from Clifton Emery Design and his team for all the work which has gone into the production of the reports and associated documentation. Following full consideration of the Reports and Appendices, as shared via an online link: -</p> <ul style="list-style-type: none"> i) RIBA 3 for Community Hub and Residential units and ii) RIBA 3 for Town Public Square, all prepared by Clifton Emery Design. <p>Following a proposal put by Councillor G J Davis and seconded by Councillor L Hogan, it is resolved that ALL the reports and Appendices as shared via the link are accepted and adopted by Torpoint Town Council.</p> <p>Further to consideration of the Car Parking Survey, conducted by CORMAC, following a proposal put by Councillor G J Davis and seconded by Councillor Miss R A Evans BEM, it is further resolved: -</p> <ul style="list-style-type: none"> i) The results of the car parking survey conducted by CORMAC are adopted; ii) The consultation results are adopted and iii) The Library and Community Hub proposed design template is adopted. <p>d) To receive: Reports from delegates to outside bodies.</p> <ul style="list-style-type: none"> i) Torpoint Archives & Heritage Centre – October 2025: - thanks were minuted to Torpoint Archives for their report. Councillor Mrs. K Brownhill explained that 	

<p>unfortunately, the nomination for The Kings Award for Voluntary Service had been unsuccessful.</p> <p>ii) CALC AGM – attended by the Town Mayor: - The Town Mayor (Councillor Mrs. J M Martin) explained having attended, with the Clerk, the CALC AGM. Councillor Sarah Preece, Portfolio Holder for Tourism, Localism and Planning, presented at the AGM, it was useful to meet with her ahead of her visit to Torpoint.</p> <p>iii) Deputy Mayor (Councillor Mrs. C E Goodman) gave an update on the Rame Peninsula Public Transport Users Group, which met on Tuesday 11th November at 2:00pm in Antony Village Hall. Summarising the minutes of the meeting which was attended by Senior Officers from Cornwall Council and Go SW.</p> <p>iv) Councillor M J Spurling gave an update on Friends of Thanckes Park. There are two gardening sessions scheduled for next week, these are fully booked. The Christmas event planned for Saturday 6th December is planned for 10.00am – 3.00pm, children can see Father Christmas.</p>	
<p>156-25 Date of next meeting: Thursday 18th December 2025. There will be Mayor's Drinks taking place in the Council Chambers after the December Council Meeting on Thursday 18th December, all are welcome.</p>	
<p>Meeting closed at 8.30pm Town Mayor</p>	