

Councillor L J Keise led prayers before the meeting. [Cornwall] Councillors K, Ewert and R Parsonage were in the public gallery.

MINUTES of the meeting of Torpoint Town Council held on Thursday 15th January 2026 at 7.00pm in the Committee Room, 4 York Road, Torpoint.

Present: - Town Mayor (Councillor Mrs. J M Martin) Chairman, Deputy Town Mayor (Councillor Mrs. C E Goodman), Councillors Mrs. S G Bickle, Mrs. K Brownhill, G J Davis, Miss R A Evans BEM, Mrs. L Fellows, L Hogan, L E Keise, 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>174-25 Apologies for absence: - Apologies for absence were submitted on behalf of Councillors S A Clark, K J Moon and Mrs. J L Reeves, also Fr. Michael Brown.</p>	
<p>175-25 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. None. b) The Town Clerk to receive written requests for dispensations prior to the start of the meeting for consideration. None.</p>	
<p>176-25 Planning Applications: - a) PA25/08420 Conversion of vacant wharf building to provide 3 maisonettes, erection of vestibule and provision of parking spaces, construction of vehicular/pedestrian access and alteration to existing vehicular/pedestrian access with variation of condition 2 of decision 89/00753/F dated 29/12/1989. Carew Wharf, Marine Drive, Torpoint. It is resolved to object on the grounds of concerns raised regarding the proposed dormer balconies. These are overlooking other residents' properties and therefore would be an invasion of their privacy. This council supports the objections from the resident, Mr D Turner. b) PA25/08739 Change of Use of existing commercial premises (Dashers Pasties) into a two bedroom self-contained unit. New rear window to the rear, and a raised flat roof for newly installed insulation. Dashers Pasties Ltd, 63 Fore Street, Torpoint. It is resolved there are no objections or observations.</p>	
<p>177-25 Cornwall Council Reports: - Town Mayor (Councillor Mrs. J M Martin) thanked [Cornwall] Councillors Mrs. K Ewert and R Parsonage for their written reports. Councillor Ewert explained the Police are continuing to investigate the spate of criminal damage which took place in December. 15 incidents of graffiti being sprayed on publicly and privately owned buildings, which occurred on Christmas Eve, Christmas Day and Boxing Day, are all thought to have been committed late at night or in the early hours. Councillor Ewert is encouraging everyone to contribute to the consultation of the car parks for Thanckes Park car park, citing an example of Tideford car park being included in the proposals to implement charging. A reminder from Councillor Ewert regarding the Flood Resilience workshop being organised by Maker with Rame Parish Council, planned for Saturday 24th January.</p>	

<p>Councillor Parsonage re-iterated the consultation of the car parks, also encouraging everyone to contribute to the online survey for Thanckes Park car park.</p> <p>Councillor Parsonage explained, having attended the Extraordinary meeting of the Tamar Crossings Joint Committee [12th January] that members' have agreed that a public consultation and engagement exercise will be undertaken before any decision is made on changing the Tamar Tag fee.</p> <p>Councillor Parsonage has asked for data on the number of the foot passengers crossing the Ferry, between the hours of midnight and 5.00am, to support the request to have the street lighting turned back on during these hours. Councillor J Tivnan BEM explained that he has made a case to Councillor Parsonage to 'make the case' to Cornwall Council to keep all street lighting turned on during future Christmas and New Year celebrations, to ensure the safety of those walking home, beyond midnight. Following a proposal put by the Chairman, which was seconded by Councillor J Tivnan BEM, it is resolved to delegate to the Clerk to correspond with the Portfolio Holder for Environment and Climate Change, at Cornwall Council, with the suggestion to keep street lighting turned on across the county for dates starting prior to Christmas and ending early in New Year.</p> <p>Following consideration of the reports, members' considered the [Cornwall Council] Off Street Parking Places Order 2026, online consultation which went live on Wednesday 14th January and it is resolved to delegate to the Clerk to respond, strongly objecting to the proposals to implement charging at Thanckes Park car park. Clerk is delegated to cite how the car park is used by Torpoint Community College staff and parents', YMCA health club users, dog walkers, volunteers clearing litter and other volunteer groups working in the extensive grounds of Thanckes Park, as well as highlighting it is a 'Field in Trust'. A letter to the Portfolio Holder for Transport, Councillor Dan Rogerson, at Cornwall Council is to be sent too. Councillor Parsonage indicated he would be responding to the consultation in a similar vain.</p>	<p>Clerk</p> <p>Clerk</p>
<p>178-25 Police Activity Report Town Mayor (Councillor Mrs. J M Martin) thanked PC Hayley Gething for the statistics. Sector Inspector Ned Bowie has now been deployed into Response as a Critical Incident Manager for East Cornwall. His replacement is Sector Inspector Jamie Musgrove, who will endeavour to make contact and attend a future meeting of the town council.</p>	
<p>179-25 Minutes of the previous meeting: - a) It is resolved the minutes of the meeting held on Thursday 18th December 2025 as circulated, are adopted.</p>	
<p>180-25 Matters arising from the minutes: - a) CLUP funding – Purchase of new radio equipment (within strict timescales of the project): - Pursuant to minute number 165-25, the new radios and associated equipment have been ordered and received, with the exception of the programming and the licence agreement, which have met the timescales for the CLUP funding. b) Respond to resident regarding CCTV proposals at Harvey Street: - Pursuant to minute number 171-25 (d), the Clerk has actioned a reply to the resident.</p>	
<p>181-25 Mayor's communications: -</p> <p><u>January 2026</u></p> <p>The Mayor read out cards received from the High Sheriff of Cornwall, with a thank you for hosting him on his recent visit to Torpoint. Also, a welcome to 2026 card has been received from Bénodet, which the Mayor translated into English.</p>	

"The run up to Christmas was a busy, but enjoyable time. With myself and Andy in London for the weekend before Christmas and the Deputy Mayor unavailable, I was very grateful to former Mayor and Mayoress Councillor Keise and Mrs Maureen Keise for representing me at the Torpoint Lady Singers concert on Friday 19th December, where £250 was raised for Ukraine-First, the ladies' chosen charity.

During Christmas week I was very pleased to be able to visit Torcare, Port Rouge and Tamara, it was lovely to chat to residents' and staff and hopefully spread some Christmas cheer. I was very grateful to the Deputy Mayor for visiting Albion Court for me and participating in a Singing for Friendship and Memory Christmas Carol's session with staff and volunteers from the Library and Community Hub, whilst I was enjoying afternoon tea at St. James Church and presenting the winner certificates for the Christmas Tree Festival.

On Christmas Day myself and Andy visited St. James Church Hall to wish a Merry Christmas to all those who were arriving for Christmas lunch. There was music, singing, chatter, laughter and lots of food. Linda Myles and her team are to be congratulated on such a wonderful event for those who would otherwise be alone on Christmas Day.

Forthcoming events include a visit to the Wilcove Inn to receive a cheque for £429.05 raised for the Accessible Play Equipment Project, at their Tuesday evening quizzes. This will bring the total to within less than £1,000 of the target. Well done and thank you to them.

On Thursday 29th January I am hosting a Celebration and Thank You event to recognise the work that has gone into the Neighbourhood Development Plan over many years by Councillors past and present, staff and residents' and to celebrate it now being a live document. I hope you can all make it.

My Mayor's Valentine's Ball is on Saturday 14th February raising money for my Charity Fund. Tickets are going well. Thank you to those of you who have already pledged your support and / or provided a raffle prize, your support is greatly appreciated. It should be a great evening.

I'm going to be inviting Steve Webb who is leading on the Suicide Communities Project for South East Cornwall, to give us a presentation ahead of next month's Council meeting. So, if you could all note in your diaries to be here for 6.30pm please, that would be good.

Finally, following my confidential update last month regarding the forthcoming challenges of primary education in Torpoint, it is now in the public domain, the consultation period has started and I have shared the paperwork with you all." Following a proposal put by the Town Mayor (Councillor Mrs. J M Martin), to respond to the Schools Consultation on the Cornwall Council 'Let's Talk website', it is **resolved** to: include the Schools Consultation on the agendas for review at both the Finance and Operations committee plus the Development and Localism committee meetings', delegating authority on to the Clerk to respond on Friday 6th February, on behalf of the town council, meeting the consultation deadline.

Clerk

182-25 Finance and Operations Committee: -

a) To consider: The Annual Budget Statement for 2026/27, to accompany the precept request to Cornwall Council and issue to residents': -

Following a suggestion put, it is **resolved** to amend the Annual Budget Statement 2026/27 to show all the salaries (and on-costs) as a separate expenditure line on the statement, delegating authority to the Clerk to issue to Cornwall Council on behalf of the town council.

Clerk

b) To record: The financial decision / implications taken regarding Chestnut Close Play Park, new wetpour surfacing, following unforeseen issues encountered during matting works: - It is **resolved** to record in the minutes the financial decision/ implications taking regarding Chestnut Close Park Park wetpour works. Following unforeseen issues encountered during matting works, to 'remove and dispose of both the Play Matta tiles and the 70mm rubber tiles, exposing the concrete base. This is the most robust option and provides a 5-year warranty', the cost for the additional work is £1,750 + VAT.

183-25 Question of which notice has been given or notice of motion: -
None.

184-25 Torpoint Ferry Statistics: -
Town Mayor (Councillor Mrs. J M Martin) thanked the Torpoint Ferry staff for the report.

185-25 Financial Information: -
It is **resolved** that the December 2025 Budget Variance as circulated, is received and adopted, there were no concerns.

The Clerk explained, having recently corresponded directly with the four Councillor bank signatories, that, in order to satisfy cash flow, the request to transfer a cash amount of £100,000 from the Cornwall Council Call A/C to the council's current account, is being made tomorrow. A précis of the anticipated high level income and expenditure between now and the end of March 2026, had been provided to the bank signatories by way of explanation.

186-25 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 February
Cornwall Council Bus Rates Room 4	802980235	61.00	0.00	61.00	Business Rates Room 4 February
Cornwall Council - Bus Rate Library	802715760	555.00	0.00	555.00	Business Rates Library February
Cornwall Council - Bus Rate Chambers	802311466	1,322.00	0.00	1,322.00	Business Rates Chambers February
Richards Builders Merchants Ltd	961175	7.35	1.22	6.13	Parks Maintenance
Richards Builders Merchants Ltd	961230	20.50	3.42	17.08	Council Chambers Maintenance
Richards Builders Merchants Ltd	961602	95.31	15.88	79.43	Parks Maintenance
Every Corner Distribution Ltd	TTCECD016	625.00	0.00	625.00	Newsletter Distribution December 2025
Richards Builders Merchants Ltd	963697	58.29	9.71	48.58	Christmas Lights Put Up
Defence Infrastructure Organisation	1191524	50.00	0.00	50.00	Bench at Yonderberry Point
ESP Training & Consultancy	6798	504.00	84.00	420.00	First Aid Level 3
FOY-AIR Enterprises Ltd T/A LittleMops	2386	222.62	37.10	185.52	Consumables Public Conveniences

FOY-AIR Enterprises Ltd T/A LittleMops	2385	369.31	61.55	307.76	Consumables Council Chambers
Print Options	INV-15514	30.00	5.00	25.00	Christmas Cards With Envelopes - Library
Mole Valley Farmers	IN21055937 7	176.56	29.43	147.13	Parks Maintenance
Cornish Tea & Cornish Coffee Co Ltd	SL109406	120.00	20.00	100.00	Coffee Machine Rental - Library
Penny Madge	Out With Friends	75.00	0.00	75.00	Bus Travel - Community Group
BT	Q069 6Z	822.31	137.05	685.26	Phone and Internet Quarterly
Cornwall Council	8100641530	96,562.74	72.00	96,490.74	Salaries October – Oct - December 2025 & Mayor's Allowance Oct – Dec 2025
Biffa	522C102528	50.72	8.45	42.27	Recycling Collection Library
Biffa	522C102529	77.36	12.89	64.47	General Waste Collection Library
Biffa	522C102531	67.34	11.22	56.12	General Waste Collection Chambers
Biffa	522C102530	50.72	8.45	42.27	Recycling Collection Chambers
Duchy Defibrillators	JN1978	492.00	82.00	410.00	Annual Monitoring Fee - Council Chambers and Carbeile
ITEC	1167659	57.62	9.60	48.02	Xerox Meter Readings
D J W Window Cleaning	Window Cleaning	145.00	0.00	145.00	Bus Shelter Cleaning and Window Cleaning Council Chambers
ACF Cleaning	25263	53.15	8.86	44.29	Laundry Services
Unique Fire & Security	SI53202	506.24	84.37	421.87	Annual Fire Alarm and Emergency Lighting Testing - Chambers
SLCC	MEM25711 4-1	532.00	0.00	532.00	Annual Membership – Town Clerk (C Southworth) Fellow Membership
Don Benson	71	70.00	0.00	70.00	Clock Winding St James
Richards Builders Merchants Ltd	966199	608.47	101.41	507.06	Shed Materials - Benodet Park - CLUP Expenditure
Cornish Tea & Cornish Coffee Co Ltd	SL109659	180.82	0.00	180.82	Café Supplies - Library
Safety Buyer (UK) Ltd	167452	607.12	101.19	505.93	Anti Slip Rubber Matting - CLUP Expenditure
Liskeard Town Council	19290	157.50	26.25	131.25	3 x Fire Safety Training - Staff

*payment added after the agenda had been issued Gould Electronics	123794	8,987.80	1,479.80	7,499.00	Radios, licence, equipment for events & road closures – CLUP Funding
TOTAL		114,368.85	2,410.85	111,949.00	
Adobe Systems Software Ireland Ltd	CC January 2026	16.64	0.00	16.64	Adobe Systems Software Ireland Ltd - Monthly subscription January 2026
CO-OP GROUP 380558	CC R92434	1.20	0.20	1.00	CO-OP GROUP 380558 - Newspapers
CO-OP GROUP 380558	CC R92434	8.05	1.34	6.71	CO-OP GROUP 380558 - Cafe Supplies
SLCC Enterprises Ltd	CC QL208427-1	144.00	24.00	120.00	SLCC Enterprises Ltd - Qualification Fee: Harriet Bastin PIALC
Amazon	CC Amazon	9.89	1.65	8.24	Amazon - Keep Dogs on Leads
Amazon	CC Amazon	19.99	3.33	16.66	Amazon - Glade Air Fresheners
Amazon	CC Amazon	43.84	7.31	36.53	Amazon - Bin Bags Black
Amazon	CC Amazon	12.99	2.16	10.83	Amazon - Mop Heads
Amazon	CC Amazon	15.99	2.66	13.33	Amazon - Biodegradable Trash Bags
Amazon	CC Amazon	17.99	3.00	14.99	Amazon - 50x60 litre bin liners
Amazon	CC Amazon	14.99	2.50	12.49	Amazon - Dish Cloths
Amazon	CC Amazon	63.96	10.66	53.30	Amazon - Biodegradable Trash Bags
CO-OP GROUP 380558	CC Co-op	173.47	28.90	144.57	Café Supplies and Newspapers
Amazon	CC Amazon	8.99	1.50	7.49	Amazon - Wooden Broom Handle
Amazon	CC Amazon	17.99	3.00	14.99	Amazon - Wire Brushes
SAINSBURYS S/MKTS	CC R54339	1.80	0.30	1.50	SAINSBURYS S/MKTS - Distilled Vinegar
Total		571.78	92.51	479.27	
ALD Automotive Limited t/a Ford Lease	DD January 2026	747.42	124.57	622.85	ALD Automotive Limited t/a Ford Lease - Monthly lease payment for vehicle January 2026
Corona Energy - Chambers- Gas	DD 19789759	1,769.22	294.87	1,474.35	Corona Energy - Chambers- Gas - Gas supplied to council

					chambers DEc 2025 - Jan 2026
EE	DD V02428041 714	129.77	21.63	108.14	EE - Mobile Phone Charges January 2026
ENGIE Gas Library and Community Hub	DD 1- 01954773	899.18	149.86	749.32	ENGIE Gas Library and Community Hub - Gas Supplied to Library 01/12/2025 - 31/12/2025
ENGIE Electricity Council Chambers	DD 2- 05750508	825.26	137.54	687.72	ENGIE Electricity Council Chambers - Electricity Supplied to Council Chambers 01/12/2025 - 31/12/2025
ENGIE Electricity Public Conveniences	DD 2- 05750506	217.10	36.18	180.92	ENGIE Electricity Public Conveniences - Electricity supplied to public conveniences - 01/12/2025 - 31/12/2025
ENGIE Electricity Cambridge Field	DD 2- 05764516	47.23	7.87	39.36	ENGIE Electricity Cambridge Field - Electricity supplied 01/12/25 - 31/12/25
ENGIE Electricity Library	DD 2- 05774803	470.24	78.37	391.87	ENGIE Electricity Library - Electricity to library - 01/09/25 - 30/09/25
ENGIE Electricity Library	DD 2- 05774803	(100.00)	0.00	(100.00)	ENGIE Electricity Library - Credit note
ENGIE Electricity Library	DD 2- 05774803	(353.00)	(58.83)	(294.17)	ENGIE Electricity Library - Credit note
ENGIE Electricity Library	DD 2- 05774803	397.68	66.28	331.40	ENGIE Electricity Library - Electricity to Library 01/12/25 - 31/12/25
ENGIE Electricity Library	DD 2- 05774803	521.62	86.94	434.68	ENGIE Electricity Library - Electricity to Library 01/10/25 - 31/10/25
ENGIE Electricity Library	DD 2- 05774803	503.77	83.96	419.81	ENGIE Electricity Library - Electricity to Library 01/11/25 - 31/11/25
ENGIE Electricity Library	DD 2- 05774803	245.68	40.95	204.73	ENGIE Electricity Library - Electricity to Library 01/08/2025 - 31/08/2025
Everflow Water	DD 5107386	117.33	7.50	109.83	Everflow Water - Chambers Water Rates
Everflow Water	DD 5107386	15.14	0.00	15.14	Everflow Water - Library Water Rates
Everflow Water	DD 5107386	325.89	21.50	304.39	Everflow Water - Public Conveniences Water Rates - Water 18/02/2026 - 17/03/2026
Total		6,779.53	1,099.19	5,680.34	

<p>187-25 Correspondence: -</p> <p>a) To note: CALC NEWS BULLETIN 18/12/2025 – CALC: Noted.</p> <p>b) To note: Employer Newsletter December 2025 – Cornwall Pension Fund: - Noted.</p> <p>c) To consider: Consultation PSPO Renewal (Alcohol Consumption in Public Places) 2026 – Cornwall Council: - Noted.</p> <p>d) To consider: Successful CCTV funding bid, from the Office of Police and Crime Commissioner (OoPCC) and to accept the funding offer of £10k – OoPCC: - It is resolved to delegate to the Clerk to respond on behalf of the council, accepting the grant funding offer of £10k, for the project to install CCTV cameras at Harvey Street.</p> <p>e) To consider: Correspondence regarding Bickern Road – Mr J Connah resident: - The Town Mayor (Councillor Mrs. J M Martin) explained that following receipt of the correspondence, the resident had received an email acknowledgement, for and on behalf of the Chairman of the council. The correspondence has also been forwarded to [Cornwall] Councillor R Parsonage and the local Police representative [PC Gething]. The Police representative subsequently arranged for Parking Enforcement at Cornwall Council, to visit Bickern Road, to ascertain whether the yellow lines on the street are currently enforceable. Following the visit, Parking Enforcement reported that the lines are good enough to enforce on. Clerk is directed to correspond with Mr Connah, highlighting the outcome of the Enforcement visit plus a reminder of the Cornwall Council online page to report an illegally parked vehicle.</p>	<p>Clerk</p> <p>Clerk</p>
<p>188-25 Reports: -</p> <p>a) To receive: Torpoint Town Partnership (TTP) update: - The next meeting is scheduled for Tuesday 17th February 2026.</p> <p>b) To receive: Town Team Project Board (TTPB) update and minutes of the meeting held Monday 12th January 2026, the minutes will be shared for acceptance at the February meeting of the council.</p> <p>i) To note: PA25/07148 - Outline Planning Permission received 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): - Noted.</p> <p>c) To receive: Reports from delegates to outside bodies.</p> <p>i) Torpoint Archives & Heritage Centre – December 2025: - Torpoint Archives and Heritage Centre is to be thanked for their monthly report.</p> <p>ii) Rame Peninsula Public Transport Users Group - Cornwall Council has been invited by the Department for Transport to take part in a national pilot, offering a rural perspective on how bus networks are delivered. The community is encouraged to complete the online survey, deadline for survey completion is 18th January 2026, here is the link to the survey https://letstalk.cornwall.gov.uk/bus-network. Noted.</p> <p>iii) Councillor G J Davis reported following attending the recent Community Area Partnership meeting, held on 6th January 2026, via Teams. The minutes/notes will be circulated in due course. Inspector Ned Bowie had presented at the meeting, and had detailed over 80+ hours of Police 'Beat time' in Torpoint in December, due to the recent issues in the town.</p>	

189-25 Date of next meeting: Thursday 19 th February 2026.	
<p>Meeting closed at 8.04pm Town Mayor</p>	