



## TORPOINT TOWN COUNCIL

NOTICE is hereby given that a meeting of Torpoint Town Council will be held on Thursday 19<sup>th</sup> March 2026 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. Planning Applications.

- a) PA26/00356 – Listed Building Consent to Replace existing street lighting lantern with modern equivalent – Elliot Square, Torpoint.  
<https://planning.cornwall.gov.uk/onlineapplications/applicationDetails.do?activeTab=summary&keyVal=T94JGKFGG0700>
- b) PA26/01193 – Demolition of existing detached garage. Construction of garage and entrance lobby. 39 Woodland Way, Torpoint.  
<https://planning.cornwall.gov.uk/onlineapplications/applicationDetails.do?activeTab=summary&keyVal=TARNB7FGKVL00>
- c) PA26/01359 – Replacement Porch to the Front – 113 North Road, Torpoint PL11 2DU.  
<https://planning.cornwall.gov.uk/onlineapplications/applicationDetails.do?activeTab=summary&keyVal=TB2PJMFGJWU00>

#### 4. Cornwall Council Reports (one report attached, one to follow).

#### 5. Police Activity Report (as circulated).

- a) World Cup Football matches, information has been shared (minute number 195-25 refers).

#### 6. Minutes of the previous meeting.

- a) Minutes of the meeting held on Thursday 19<sup>th</sup> February 2026 (as circulated).

#### 7. Matters arising from the minutes.

- a) Respond to Cornwall Council regarding disposal of land (minute number 200-25 refers). Further correspondence from Cornwall Council has been received regarding this point (as circulated).
- b) Arrange a meeting with Torpoint Ferry staff (minute number 203-25 refers).
- c) Respond to correspondence/Subject Access Request – Mr J Connah (minute number 206-25 (b) refers).
- d) Respond to correspondence – St. James Parochial Church Council (minute number 206-25 (c) refers).
- e) Lease for Bénodet Park (minute number 206-25 (d) refers).
- f) Provide a 'letter of support in principle' for Horson Park Community Sports Hub (minute number 206-25 (i) refers).
- g) Respond to correspondence, re proposal for a new community launderette – Mr R Oancea (minute number 206-25 (j) refers).

#### 8. Mayor's communications.

**9. Finance and Operations Committee.**

Minutes of the meeting held on Monday 2<sup>nd</sup> March 2026 and to consider the recommendations in the minutes: -: 131-25F&O (a) Letting Policy & Hire Charges and Free of Charge use, 131-25 (b) Audio Recordings Policy, 131-25 (c) Complaints Policy, 131-25F&O (d) Budget Monitoring Policy, 131-25F&O (e) Standing Orders 2026, 131-25F&O (f) Financial Regulations and Best Value Statement, 131-25F&O (g) Reserves Policy, 131-25F&O (h) Business Risk Management Plan, 131-25F&O (j) Grant Awarding Policy, 133-25F&O (c) To renew and extend the Servicing and maintenance Agreement with Wallgate for all handwash dryers @ a 3 year total cost of £8,517.60 +VAT, 133-35F&O (d) To renew the council's insurance with James Hallam, for a 3 year rate stability agreement @ a cost of £16,613 for the period 1<sup>st</sup> April 2026 to 31<sup>st</sup> March 2027 and 133-25F&O (e) The Fleet Insurance renewal for the period 8<sup>th</sup> March 2026 – 7<sup>th</sup> March 2027, with James Hallam, is £1,136.32 including IPT and all fees, as circulated.

- a) To consider: Accepting the Internal Controls Scrutiny Report 2026 (to follow).
- b) To consider: Alternative Christmas Lights proposal - Councillor Mrs. L Fellows - (as circulated).

**10. Development and Localism Committee.**

Minutes of the meeting held on Thursday 5<sup>th</sup> March 2026 and to consider the recommendations in the minutes, to follow.

**11. Personnel Committee.**

Minutes of the meeting held on Thursday 12<sup>th</sup> March 2026 and to consider the recommendations in the minutes, to follow.

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

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

**14. Financial Information.** February 2026 Budget Variance (as circulated).

**15. Accounts for payment.**

PAYEE	Invoice /Reference No.	GROSS (£)	(VAT)(£)	NETT (£)	REASON
ACF Cleaning	25377	115.10	19.18	95.92	Laundry Services
Beat4Autism	TTC006	350.00	0.00	350.00	Sensory Workshops - Library
Cornish Tea & Cornish Coffee Co Ltd	SL111954	218.84	0.00	218.84	café supplies
Ethos Food Research	91SSIJ57-0002	50.00	0.00	50.00	Food ethos workshop - Library
Don Benson	73	56.00	0.00	56.00	Clock Winding St James
Duchy Defibrillators	JN2053	390.00	65.00	325.00	Annual Monitoring Fee and 12 months Mobile Data Connection - Torpoint Family Centre
B.E White	032/25	340.00	0.00	340.00	1 Days Training on Year End Procedures and Preparation of AGAR Documentation
Richards Builders Merchants	971244	57.30	9.55	47.75	Regeneration of Harvey Street Planters
Richards Builders Merchants	969632	38.04	6.34	31.70	Benodet Shed Works
Richards Builders Merchants	969479	13.14	2.19	10.95	Chambers Maintenance
Richards Builders Merchants	969369	13.37	2.23	11.14	Library Maintenance
Richards Builders Merchants	968906	31.40	5.24	26.16	Parks Maintenance
<b>TOTAL</b>		<b>1,673.19</b>	<b>109.73</b>	<b>1,563.46</b>	

**16. Correspondence.**

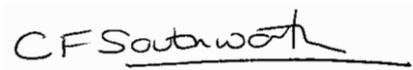
- a) To consider: Parish & Town Council precept 2026/27 – Reform UK West Cornwall (as circulated).
- b) To consider: Emergency Resilience – Cornwall Council, including a copy of a presentation on Emergency Preparedness by Cornwall Council’s Emergency Management Manager (as circulated).
- c) To consider: Local Plan and Local Councils involvement – Cornwall Council / via CALC (as circulated).
- d) To note: Planned Charity Bus and Coach Convoy – Friday 18 December – Dan Travel (Plymouth) (as circulated).

**17. Reports.**

- a) To receive: Torpoint Town Partnership (TTP) update.
- b) To receive: Town Team Project Board (TTPB) update.
- c) To receive: Reports from delegates to outside bodies.
  - i) Torpoint Archives & Heritage Centre – February 2026 (report as circulated).

**18. Date of next meeting.**

Thursday 16<sup>th</sup> April 2026.

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 13<sup>th</sup> March 2026