



## TORPOINT TOWN COUNCIL

NOTICE is hereby given that a meeting of Torpoint Town Council will be held on Thursday 16<sup>th</sup> April 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) PA26/01079 - Change of use from public house to 5 studio flats on ground floor and regularisation of use of first and second floors as a HMO (house in multiple occupation).  
<https://planning.cornwall.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=TALYRRFG1W400>
- b) PA26/PA26/01485 - The proposed development of industrial/commercial units (Use Class B8), parking, landscaping and associated works - Land At Trevol Business Park Trevol Road Torpoint Cornwall  
<https://planning.cornwall.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=TBDHLRFGJ6W00>

#### 4. Cornwall Council Reports (one attached).

#### 5. Police Activity Report (one attached).

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

- a) Minutes of the meeting held on Thursday 19<sup>th</sup> March 2026 (as circulated).
- b) Minutes of the Extraordinary meeting held on Tuesday 14<sup>th</sup> April 2026 (to follow).

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

- a) Respond to Cornwall Council again regarding disposal of land (minute number 212-25 refers).
- b) Arrange Torpoint Town Partnership Meeting / invite all [Council] members to attend, to review 'Christmas opportunities' (minute number 217-25 (b) refers).
- c) Minutes of Personnel committee meeting 12<sup>th</sup> March 2026:
  - i) Casual Caretaker vacancy; ii) Increase the spinal points for 13 employees; iii) Review Job Description/Role for Operations Manager (minute number 209-25 refers).
- d) To consider any matters arising from the minutes of the Extraordinary meeting held on Tuesday 14<sup>th</sup> April 2026.

#### 8. Mayor's communications.

#### 9. Finance and Operations Committee.

Minutes of the meeting held on Monday 30<sup>th</sup> March 2026 and to consider the recommendation in the minutes: -: 156-25F&O (c) Award a total of £600 grant funding to 2<sup>nd</sup> Torpoint Sea Scouts, for a specific excursion to be organised as part of the Scouts trip to Kandersege, as circulated.

- a) To consider: Quotation for one year: 26/27 or two years: 26/27 plus 27/28: For the installation of Christmas lights to Fore Street, plus Christmas lights to the Christmas tree from MHLS Ltd. (attached).
- b) To consider: CALC Membership Renewal 2026-2027 – CALC (as circulated).

**10. Development and Localism Committee.**

Minutes of the meeting held on Wednesday 1<sup>st</sup> April 2026 and to consider the recommendations in the minutes, to follow.

- a) To note: Community Infrastructure Fund Expression of Interest, response to application submitted for Torpoint Skatepark – Cornwall Council (as circulated).

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

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

**13. Financial Information. March 2026 Budget Variance (as circulated).**

**14. Accounts for payment.**

PAYEE	Invoice /Reference No.	GROSS (£)	(VAT)(£)	NETT (£)	REASON
Cornwall Council - Bus Rate Tennis Courts	802923069	54.47	0.00	54.47	Business Rates Tennis Courts May '26
Cornwall Council Bus Rates Room 4	802980235	62.85	0.00	62.85	Business Rates Room 4 May '26
Cornwall Council - Bus Rate Library	802715760	653.00	0.00	653.00	Business Rates Library May '26
Cornwall Council - Bus Rate Chambers	802311466	1,501.00	0.00	1,501.00	Business Rates Chambers May '26
Cornwall ALC Limited	2627_192	2,797.27	381.80	2,415.47	Annual Membership Suscription - Both NALC and CALC
ITEC	1182565	54.22	9.04	45.18	Meter Readings - Xerox- (February Invoice)
Biffa	522C130450	58.80	9.80	49.00	General Waste Collection Library
Biffa	522C130449	38.54	6.42	32.12	Recycling Collection Library
Biffa	522C130451	38.54	6.42	32.12	Recycling Collection Chambers
Biffa	522C130452	115.16	19.19	95.97	General Waste Collection Chambers
Don Benson	74	56.00	0.00	56.00	Clock winding St James
ITEC	1190639	45.96	7.66	38.30	Meter Readings - Xerox
The Festive Lighting Company	INV-2026-03-000142	2,614.68	435.78	2,178.90	Festive Lights Year 2 of 3 as Per Purchase Order
Andy Campfield	March '26	30.00	0.00	30.00	Commonwealth Day photography
<b>TOTAL</b>		<b>8,120.49</b>	<b>876.11</b>	<b>7,244.38</b>	

**15. Correspondence.**

- a) To consider: Public Realm Improvement and Re-introduction of Weed Treatment, Cornwall Council Connectivity and Environment Service (as circulated).
- b) To note: Advance Notice: Price Adjustment from 1<sup>st</sup> May 2026 – Cornish Tea and Coffee Co (as circulated).
- c) To note: NALC LEGAL BULLETIN 31/3/26 AND ADVICE NOTES – CALC (as circulated).
- d) To consider: Cornwall Council Community Engagement Event for the Cornwall Local Plan 2050 (as circulated).
- e) To note: Draft Belonging in Cornwall strategy consultation (as circulated).



**16. 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 – March 2026 (report as circulated).

**17. Date of next meeting.**

Thursday 21<sup>st</sup> May 2026 – Council Annual Meeting / Mayor Making (Main Hall).

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 10<sup>th</sup> April 2026