



TORPOINT TOWN COUNCIL

NOTICE is hereby given that the Annual meeting of Torpoint Town Council will be held on Thursday 21st May 2026 at 7.00pm in the Council Hall, 4 York Road, Torpoint to which you are summoned to attend.

Prior to opening the meeting the Town Mayor will review her term in office and make presentations.

AGENDA

- 1. Election of Town Mayor for the Civic Year 2026-27 and signature of Declaration of Office.**
- 2. Apologies for absence.**
- 3. Delarations 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.
- 4. Election of Deputy Town Mayor for the Civic Year 2026-27.**
- 5. Appointment of Committees, Working Parties and Outside Bodies for the Civic Year 2026-27** (as circulated).
- 6. To re-affirm the Civility and Respect Pledge** (as circulated).
- 7. To consider the adjournment of the meeting.**

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(An Open Forum will precede the meeting.)
- 8. To consider suspending Standing Orders** to enable the Annual Parish Meeting to begin at 7.00pm.
- 9. Apologies for absence at the adjourned meeting.**
- 10. 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.
- 11. To provide an update on the process to fill the Councillor vacancy in the East Ward.**
- 12. Planning Applications.**
 - a) PA26/02478 – Removal of existing metal railing (constructed from scaffold poles) to the front of the property and construction of low boundary wall to enclose a proposed external seating area. Tamar House, (The Marula Tree), Antony Road, Torpoint.
<https://planning.cornwall.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=TDG118FGL2M00>
 - b) PA26/02875 – Single Storey Side and Rear Extension and associated landscaping works. 21 Chapeldown Road, Torpoint PL11 2HT.
<https://planning.cornwall.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=TE7N9SFGKQD00>
 - c) PA26/02936 – The proposed erection of 4 new detached single storey dwellings. Former Garages, Carbeile Road, Torpoint.
<https://planning.cornwall.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=TEAYPBFMYL00>

- 13. Cornwall Council Reports** (one report attached, one to follow).
- 14. Police Activity Newsletter and Report** (to follow).
- 15. Minutes of the previous meetings.**
- a) Minutes of the meeting held on Thursday 16th April 2026 (as circulated).
- b) Minutes of the Extraordinary meeting held on Wednesday 20th May 2026 (to follow).
- 16. Matters arising from the minutes.**
- a) To consider any actions from the Extraordinary meeting held on Wednesday 20th May 2026.
- 17. Mayor's communications.**
- 18. Finance and Operations Committee.**
Minutes of the meeting held on Tuesday 5th May 2026 and to consider the recommendations in the minutes: to follow.
- 19. Development and Localism Committee.**
Minutes of the meeting held on Thursday 7th May 2026 and to consider the recommendations in the minutes: to follow.
- 20. Question of which notice has been given or notice of motion.**
- 21. Torpoint Ferry Statistics** (to follow).
- a) To note: Update on Torpoint Ferry Service, following correspondence from resident (as circulated).
- 22. To consider and approve the Committees, Town Team Project Board plus Torpoint Diverse Advisory Group Terms of Reference for the 2026-27 Civic Year.**
- a) Development and Localism Committee.
- b) Finance and Operations Committee.
- c) Personnel Committee.
- d) Town Team Project Board.
- e) Torpoint Diverse Advisory Group (all to follow).
- 23. Financial Information.** March 2026 and April 2026 Budget Variances (as circulated).
- 24. Accounts for payment.**

PAYEE	Invoice /Reference No.	GROSS (£)	(VAT)(£)	NETT (£)	REASON
Cornwall Council - Bus Rate Chambers	802311466	1,503.00	0.00	1,503.00	Cornwall Council - Bus Rate Chambers June
Cornwall Council - Bus Rate Library	802715760	657.00	0.00	657.00	Cornwall council - Bus Rate Library June
Cornwall Council - Bus Rate Tennis Courts	May 2026	51.00	0.00	51.00	Cornwall Council - Bus Rate Tennis Courts June
Cornwall Council Bus Rates Room 4	May 2026 802980235	63.00	0.00	63.00	Cornwall Council Bus Rates Room 4 June
Western Web Limited	25472	66.00	11.00	55.00	Renewal of torpointtowncouncil.gov.uk
FOY-AIR Enterprises Ltd T/A LittleMops	TOR004	448.50	74.75	373.75	Consumables Council Chambers
Cornish Tea & Cornish Coffee Co Ltd	SL114773	230.88	0.00	230.88	Café Supplies - Library

PI Digital Ltd	10568	1,734.00	289.00	1,445.00	Play Inspection App Licence Renewal
Sutcliffe Play	7819	25.09	4.18	20.91	Replacement Handle for Roundabout (spare)
Cornish Tea & Cornish Coffee Co Ltd	SL115107	140.56	0.00	140.56	Café Supplies- Library
Torpoint Community Events	2026 / 2027	120.00	0.00	120.00	Maintenance to Raised Bed Antony Road - Annual
South West Hygiene	360408	1,389.00	231.50	1,157.50	Sanitary / Nappy Bins Supply and Management - Annual
Richards Builders Merchants Ltd	976412	11.68	1.95	9.73	Benches Maintenance
Richards Builders Merchants Ltd	977541	71.11	11.85	59.26	Parks Maintenance
Richards Builders Merchants Ltd	977652	51.93	8.65	43.28	Benodet Park Works
Richards Builders Merchants Ltd	978656	32.08	5.35	26.73	Benodet Park Works
Richards Builders Merchants Ltd	978831	8.36	1.39	6.97	Benodet Park Works
Richards Builders Merchants Ltd	979142	138.56	23.09	115.47	Chambers Maintenance
Richards Builders Merchants Ltd	979362	24.99	0.00	24.99	Parks Maintenance
Don Benson	75	70.00	0.00	70.00	Clock Winding St James
Richards Builders Merchants Ltd	979752	5.69	0.95	4.74	Batteries
Richards Builders Merchants Ltd	979740	68.06	11.34	56.72	Parks Maintenance
ITEC	1197880	48.97	8.16	40.81	Meter Readings Xerox
TOTAL		6,959.46	683.16	6,276.30	

25. Correspondence.

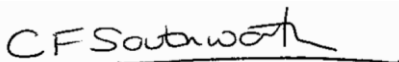
- a) To note: Planning News for Local Councils and Agents – Spring 2026 – Planning Service Cornwall Council (as circulated).
- b) To note: CALC Traning Update for May to October 2026 – CALC (as circulated).
- c) To consider and note: Cornwall Council – Enhanced LMP Grants for 2026 – 2027 - Countryside Officer, Cornwall Council – (as circulated).
- d) To note: Cornwall Bus Conference Wednesday 24 June – Cornwall Council (as circulated).
- e) To note: Mount Edgcumbe American and Classic Car Show 2026 temporary road arrangements – Sunday 2nd August – The Friends of Mount Edgcumbe Country Park (as circulated).
- f) To consider and note: CALC NEWS BULLETIN 13/05/2026 – CALC (as circulated).

26. Reports.

- a) To receive: Torpoint Town Partnership (TTP) update.
- b) To receive: Town Team Project Board (TTPB) – update including the minutes of the meeting held Monday 13th April 2026.
- c) To receive: Reports from delegates to outside bodies.
 - i) Torpoint Archives & Heritage Centre – April 2026 (report as circulated).

27. Date of next meeting.

Thursday 18th June 2026.



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

Friday 15th May 2026