TORPOINT TOWN COUNCIL

Fr Michael Brown led prayers before the meeting. [Cornwall) Councillor R Parsonage was in the public gallery.

MINUTES of the meeting of Torpoint Town Council held on Thursday 17th September 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. K Brownhill, S A Clark, Mrs. L Fellows, L Hogan, L E Keise, K J Moon, Mrs. J L Reeves, 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
103-26 Suspension of Standing Orders: - It was **resolved** to suspend standing orders, due to a discussion regarding Tamar Crossings. Standing orders resumed at 7.19pm and the meeting commenced.	
104-26 Apologies for absence: Apologies for absence were submitted on behalf of Councillors Mrs. S G Bickle, G J Davis, Miss R A Evans BEM, M G Spurling and Mrs. C Webber also [Cornwall] Councillor Mrs. K Ewert.	
105-26 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.	
106-26 Planning Applications: - a) None.	
107-26 Cornwall Council Reports: - Town Mayor (Councillor Mrs. J M Martin) thanked [Cornwall] Councillor Mrs. K Ewert for her written report. Councillor R Parsonage gave a verbal report explaining he had been really busy with residents' issues. He highlighted about Belle Vue square repairs, Cornwall Council's grass cutting programme, which is being reviewed for next year, street lighting – he and other [Cornwall] Councillors are moving forward to reverse Cornwall Council's policy. Kernow Connect – regarding the Youth Club, "they will be receiving a letter from me by close of play this Sunday highlighting why this service needs to kept going. The issue of the closure will be raised at Cabinet meeting next week." Watering cans have been purchased by him and are being taken up to the cemetery. Planning discussions, members' are not involved in these. Road repairs being scheduled include the area surrounding the Bowling Club, which will see resurfacing. Tamar Crossings meeting is next Friday, various issues will be raised at this meeting. Kings Arms – photographs have been taken and shared with authorities. Councillor Parsonage is looking at the viability of Fore Street, has been working with Treveth, also Defiance Field and is looking to get a meeting scheduled.	

Councillor J Tivnan BEM asked two questions to Councillor Parsonage regarding a shop on Fore Street, formally known as 'The Emporium'. [Councillor Tivnan volunteered to provide the Clerk with the questions for the minutes.] i) Request County Surveyor Team inspect the current building condition of the above. No action has been taken by the current owner to correct/repair the collapsed rendering to the side of the building facing down Tamar Street. What is there to prevent further wind and rain ingress damage to the remainder taking into account the Autumn/Winter season is not far off? The state of the window frames and the "temporary" fixings do not look very secure and could (possibly) be further damaged in the coming season. I realise that the property is now for sale, but that is no excuse to allow continual dilapidation by the current owner. ii) Liaise with Planning/Enforcement Department reference the issue of a Section 215 Notice. As a council in support of our local businesses we wish to present a welcoming and positive attitude to promote visitors to the town. The current state of this building is hardly welcoming for foot passengers alighting the ferry. Councillor Mrs. L Fellows asked when the roadworks at Thanckes Park would be ending, Councillor Parsonage replied indicating that he would look at the notice at feedback. Councillor K J Moon referred to Thanckes Park car park, and the planned works to remove the humps and install white lines, and asked whether Cornwall Council is planning to bring the car park up to an improved standard, now that it is a 'pay and display car park'. Councillor Parsonage replied referring to his previous discussions with the Portfolio Holder for Transport, explaining the review [of the changes made to the car park] will not take place until it has been a charging car park for one year. Councillor Parsonage also made reference to a Freedom of Information request which had been made about the cost for the car park to become a 'pay and display', and said the cost is £4,250, he plans to raise this issue to Cabinet at their meeting next week. Councillor Mrs. J L Reeves referred to the Cornwall Council [Sainsbury's] car park, highlighting the accessibility difficulties which are experienced by some people to access the two pay and display machines, Councillor Mrs. L Fellows volunteered to take this enquiry forward. (Councillor Parsonage left the public gallery at this point.)	
108-26 Police Activity Report Town Mayor (Councillor Mrs. J M Martin) thanked the Police for providing the statistics and explained this is the last report from former Sergeant Gary Smith, who has now taken retirement from Devon and Cornwall Police. The date for the new Neighbourhood Beat Manager to start PC Levi Voysey is awaited.	
109-26 Minutes of the previous meeting: - a) It is **resolved** the minutes of the meeting held on Thursday 20th August 2026 as circulated, are adopted.	
110-26 Matters arising from the minutes: - a) To update: Horson Cemetery water supply – installation of signs showing location of water butt: - Pursuant to minute number 93-26 (a) the Clerk explained signs are being installed to show the location of the water butt. b) To confirm action: Reply to Cornwall Council regarding land at 5 Borough Park, Torpoint: - Pursuant to minute number 100-26 (s) the Clerk confirmed this has been actioned. c) To confirm action: Reply to correspondent Mr R Wilkey, regarding Marine Drive: - Pursuant to minute number 100-26 (t) the Clerk confirmed this has been actioned.	
111-26 Mayor's communications: -	

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Town Mayor (Councillor Mrs. J M Martin) gave her Mayor's Communications. August was a fairly quiet month for events and engagements. I would like to thank everyone who supported my Family Games Night on Saturday 5th September. It was a fun evening that raised £191.60 for my charity fund. The next event is a Halloween Dance on Saturday 31st October. Tickets are £25 available by emailing Harriet and includes a hot buffet and dessert and dancing to The Tyrns. I was pleased to be invited by Veterans Regroup CIC to the launch of the Torpoint Armed Forces Hub last Tuesday at the Library and Community Hub. It was very well attended and supported by many organisations who provide help and support to Veterans, serving personnel, reservists and family members. Last Wednesday myself and Andy were pleased to attend New County Hall in Truro for a flag raising ceremony to commemorate National Emergency Services Day. An opportunity to recognise and thank all of the emergency services who are always ready to respond across Cornwall. On Friday I was delighted to attend the Torpoint Players production here at the Council Chambers. They performed a delightful one act play and a selection of songs from the shows which was very well received by all in attendance. Well done to them. On Saturday myself and the Deputy Mayor were pleased to support at the Torpoint Skatepark Fundraising Launch. Both Bénodet Park and the skatepark were bustling with people enjoying themselves. Congratulations to Councillor Fellows and all those involved in the organisation. It was a superb and I hope successful event. I am looking forward to seeing you all at the Civic Parade and Service on Sunday. This is an annual opportunity for this Council to bring local groups together to celebrate Torpoint's community spirit.	
112-26 Finance and Operations Committee: It is **resolved** the minutes of the meeting held on Tuesday 1st September 2026 were considered, there were no recommendations in the minutes. Correction to be made regarding Councillor L Hogan who had declared an interest and left a room under Agenda item 14b and minute number 64-26F&O (b). Town Mayor (Councillor Mrs. J M Martin) explained the Budget setting meeting date has been changed to Tuesday 3rd November, all members' will be summoned to attend.	Clerk All
113-26 Development and Localism Committee: - It is **resolved** the Minutes of the meeting held on Thursday 3rd September 2026 and the recommendation in the minutes: - 64-26D&L (e) To support the creation of a Neighbourhood Priorities Statement for Torpoint, was adopted.	Clerk
114-26 Question of which notice has been given or notice of motion None.	
115-26 Torpoint Ferry Statistics: Town Mayor (Councillor Mrs. J M Martin) thanked the Torpoint Ferry staff for the statistics. a) To consider: Any next steps, following the meeting with the CEO and Ferry Manager/Tamar	

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Crossings: -

Debate ensued as a result of the earlier meeting held with the Ferry Manager. The Clerk is directed to:

i) Seek permission from the Ferry Manager to publish the 'Councillors questions and answers paper' on the town council website, as a report for this meeting. — Clerk

ii) Correspond and submit questions to the next meeting of the Tamar Bridge and Torpoint Ferry Joint Committee (scheduled for Friday 25th September 2026) highlighting this council's concerns relating to: -

- The recent disruption as a result of staff shortages, can financial resources needed by the ferry management team to maintain staffing levels for the three-ferry service operation be undertaken, and if needed be increased?
- Where mechanical or electrical parts are needed to replace broken parts, can the financial resources be made available to hold additional parts in stock, for immediate replacement, to prevent delays occurring in the future?
- When there are issues with the ferry service, can communication be clear, accurate and timely?
- Portable toilets remain available on both banks as an interim measure and a different company is being used from 1st October for this service. Ferry management is continuing to consider longer-term shore based provision, with currently no confirmed date for reopening the permanent facilities or the toilets on board the ferries. Please can the issue of re-opening the public toilets remain a priority?

iii) In the future, share this council's concerns with the local Parishes, also the local MP.

116-26 Financial Information:

It is **resolved** that the August 2026 Budget Variance is received and adopted.

117-26 Accounts for Payment: -

Contact Name	Invoice Number	Total	VAT	NET	Description
Cornwall Council - Bus Rate Chambers	802311466	1,503.00	0.00	1,503.00	Cornwall Council - Bus Rate Chambers October
Cornwall Council - Bus Rate Library	802715760	657.00	0.00	657.00	Cornwall council - Bus Rate Library October
Cornwall Council - Bus Rate Tennis Courts	July 2026	51.00	0.00	51.00	Cornwall Council - Bus Rate Tennis Courts October
Cornwall Council Bus Rates Room 4	802980235	63.00	0.00	63.00	Cornwall Council Bus Rates Room 4 October
Don Benson	79	56.00	0.00	56.00	Clock Winding St James
Living Wage Foundation	INV-192796	180.00	30.00	150.00	Employer Accreditation
Cornwall ALC LTD	259	19.20	3.20	16.00	EDI Learning Module
Biffa	522C179571	39.38	6.56	32.82	Recycling Collection Library
Biffa	522C179572	59.64	9.49	49.70	General Waste Collection Library
Biffa	522C179573	59.08	9.85	49.23	Recycling Collection Chambers

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Biffa	522C179574	77.62	12.94	64.68	General Waste Collection Chambers
The Festive Lighting Company	INV-2026-03-000143	1,743.12	290.52	1,452.60	Year 2 of 3 as per Purchase Order - PO-0436
Penny Madge	Aug-26	90.00	0.00	90.00	Out With Friends Community Bus Travel
CWC Solicitors	2026/22908	5.00	0.00	5.00	Balance Outstanding Lease for Benodet Walled Garden and Skate Park
The Play Inspection Company	88897	694.80	115.80	579.00	Outdoor Annual Inspection and Life Expectancy
Coast 2 Coast Security	23625	1,080.00	180.00	900.00	Door Supervisor Library 24 - 28 August 2026
Coast 2 Coast Security	23634	864.00	144.00	720.00	Door Supervisor Library 1 - 4 September 2026
Itec	1225048	40.49	6.75	33.74	Xerox Meter Readings
Macwirther western ltd	S0007634	406.92	67.82	339.10	Air Conditioning Repairs – Council Chambers
Mole Valley Farmers	IN212232419	237.06	39.51	197.55	Parks Maintenance July
TOTAL		**5,652.31**	**916.44**	**4,735.42**	
Amazon	CC Amazon	81.21	13.53	67.68	Amazon - Tablecloths - Chambers
Amazon	CC Amazon	14.44	2.41	12.03	Amazon - Biodegradable Trash Bags
Amazon	CC Amazon	16.99	2.83	14.16	Amazon - 50 litre Bin Bags
Amazon	CC Amazon	104.83	17.47	87.36	Amazon - Self Setting Paving Jointing Compound
Clifford Motors	CC 091186	49.99	8.33	41.66	Clifford Motors - Fuel for the Machinery
Amazon	CC Amazon	4.01	0.67	3.34	Amazon - Sugar Tongs
Amazon	CC Amazon	9.49	1.58	7.91	Amazon - Can Crusher
Amazon	CC Amazon	12.47	2.08	10.39	Amazon - Mop Heads
SAINSBURYS S/MKTS	CC R33340	4.20	0.70	3.50	SAINSBURYS S/MKTS - Cafe Supplies
COBBLERS & KEYS	CC 165486	53.96	8.99	44.97	COBBLERS & KEYS - Engraving for Civic Awards
Booker	CC 0387367	667.82	111.30	556.52	Booker - Cafe supplies
Booker	CC 0387367	73.94	0.00	73.94	Booker - cafe supplies

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Booker	CC 0455151	386.63	64.44	322.19	Booker - Cafe supplies
Booker	CC 0455151	255.81	0.00	255.81	Booker - cafe supplies
B&Q	CC R14074	177.31	29.55	147.76	B&Q - B & Q 1292 PLYMOUTH GBR
SAINSBURYS S/MKTS	CC R54258	26.48	4.41	22.07	SAINSBURYS S/MKTS - Cafe Supplies
SAINSBURYS S/MKTS	CC R54258	1.30	0.22	1.08	SAINSBURYS S/MKTS - Newspapers
Coastal Linen Care	CC INVOICE-027	25.00	0.00	25.00	Coastal Linen Care - COASTAL LINEN CARE TORPOINT LND
SAINSBURYS S/MKTS	CC R72834	17.45	2.91	14.54	SAINSBURYS S/MKTS - Cafe Supplies
SAINSBURYS S/MKTS	CC R72834	1.30	0.22	1.08	SAINSBURYS S/MKTS - Newspapers
Amazon	CC Amazon	14.99	2.50	12.49	Amazon - Bug and Sap Remover
SAINSBURYS S/MKTS	CC R97935	15.82	2.64	13.18	SAINSBURYS S/MKTS - Cafe Supplies
Amazon	CC Amazon	53.95	8.99	44.96	Amazon - ATD Tools Tamper Resistant Metric HEX Bit
Amazon	CC Amazon	32.99	5.50	27.49	Amazon - Weed Killer
Amazon	CC Amazon	4.40	0.73	3.67	Amazon - CCTV Compliance Signange
Amazon	CC Amazon	11.77	1.96	9.81	Amazon - CCTV Compliance Signange
Adobe Systems Software Ireland Ltd	CC September 2026	16.64	0.00	16.64	Adobe Systems Software Ireland Ltd - Monthly subscription September 2026
XERO	CC September 2026 subscription	46.80	7.80	39.00	XERO - Monthly accounting software subscription September 2026
CO-OP GROUP 380558	CC Co-op	179.90	29.99	149.91	Café Supplies and Newspapers Library
Total		**2,361.89**	**331.75**	**2,030.14**	
ALD Automotive Limited t/a Ford Lease	DD September 2026	747.42	124.57	622.85	ALD Automotive Limited t/a Ford Lease - Monthly lease payment for vehicle September 2026
Shire Leasing PLC	DD September 2026 Quarterly Payment	267.85	44.64	223.21	Shire Leasing PLC - RentalSeptember 2026
Corona Energy - Chambers- Gas	DD 20321116	254.47	12.12	242.35	Corona Energy - Chambers- Gas - Gas

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					Supplied to Council Chambers Aug - Sept '26	
EE	DD V02514039992	44.30	7.38	36.92	EE - Mobile Phone Contract September	
ENGIE Gas Library and Community Hub	DD 1-02233583	85.62	14.27	71.35	ENGIE Gas Library and Community Hub - Gas Supplied to Library August 2026	
ICO	DD Z2093838	73.00	12.17	60.83	ICO - ICO Z2093838	
ENGIE Electricity Council Chambers	DD 2-06358670	819.47	136.58	682.89	ENGIE Electricity Council Chambers - Electricity Supplied to Chambers August	
ENGIE Electricity Cambridge Field	DD 2-06358669	57.44	9.57	47.87	ENGIE Electricity Cambridge Field - Electricity Supplied to Cambridge Field August 2026	
ENGIE Electricity Public Conveniences	DD 2-06358667	169.64	28.27	141.37	ENGIE Electricity Public Conveniences - Electricity supplied to public cons August 2026	
ENGIE Electricity Library	DD 2-06358668	345.48	57.58	287.90	ENGIE Electricity Library - Electricity supplied to Library August 2026	
Everflow Water	DD 5963252	112.26	6.56	105.70	Everflow Water - Library Water Rates	
Everflow Water	DD 5963252	103.02	5.96	97.06	Everflow Water - Chambers Water Rates	
Everflow Water	DD 5963252	668.00	42.15	625.87	Everflow Water - Public Conveniences Water Rates - Water 18/10 - 17/11	
Total		**3747.97**	**501.82**	**3246.17**		

118-26 Correspondence:

a) To accept/ratify: 2026-27 National Salary Award (announced 24th August 2026). The National joint Council for Local Government Services (NJC) has agreed the new pay scales for 2026-27 to be implemented from 1st April 2026. Award implemented as swiftly as possible – via CALC: - Clerk

It is **resolved** to accept and ratify backdated payment to all employees of the 2026-27 National Salary Award (announced 24th August 2026). The National joint Council for Local Government Services (NJC) has agreed the new pay scales for 2026-27 to be implemented from 1st April 2026.

b) To note: Consultation – Cumulative Impact Policies for Newquay, Truro, Penzance & Falmouth – Cornwall Council Licensing: -

Noted.

c) To note: Cornwall Pensions August '26 Newsletter: -

Noted.

d) To discuss: An update on Torpoint Youth Group: -

Members' were disappointed to hear that Torpoint Youth Group will be suddenly closing on Thursday 1st October, due to a lack of funding. Following in depth discussion, it is **resolved**:

i) To pledge their support, via a letter, for the Youth Group to continue or re-start again, once funding is secured, to maintain this excellent provision for our young people. Clerk

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ii) Research alternative funding sources, for example: the Carew Pole Charitable Trust, Torpoint Artists Collective CIC, other Cornwall Council youth funding. iii) To direct the Clerk to correspond with the Youth Group, liaise with [Cornwall] Councillor R Parsonage, Councillor J Tivnan BEM and Cornwall Council to identify why the funding has stopped and seek any alterative opportunities to continue to provide this service in Torpoint.	
119-26 Reports: a) To receive: Torpoint Town Partnership (TTP) update. The next meeting is scheduled for Tuesday 22nd September, everyone is welcome to attend, in the committee room. b) To receive: Town Team Project Board (TTPB) update. No further update, no meeting held, Clerk to put in place a meeting to update TTPB members. c) To receive: Reports from delegates to outside bodies. i) Torpoint Archives & Heritage Centre – August 2026: - Noted. Thank you to Torpoint Archives and Heritage Centre for the report. ii) Councillor C R Still, on behalf of Friends of Thanckes Park, highlighted their AGM is on Monday 21st September and the Halloween event in the park is on Friday 30th October. iii) Deputy Mayor (Councillor Mrs. C E Goodman), on behalf of the Rame Peninsula Public Transport Users Group reported the AGM was held on Wednesday 9th September and was well attended. One areas of discussion was the knock on impact the unreliable Torpoint Ferry service is having on the bus service. iv) Councillor Mrs. L Fellows reported and thanked everyone following the very successful skate park fundraising launch event held at Bénodet Park and the skate park. Over £500 was raised at this event and this will be added to over £1,000 which has already been fundraised.	Clerk
120-26 Date of next Meeting: Thursday 15th October 2026, apologies in advance were given by Deputy Mayor (Councillor Mrs. C E Goodman), also Councillors C R Still and J Tivnan BEM.	
Meeting closed at 8:35pm …… Town Mayor	

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