

TORPOINT TOWN COUNCIL

MINUTES of a meeting of Torpoint Town Council held on Thursday 17th September 2015 at 7.00 p.m. in the Council Committee Room, 4 York Road, Torpoint.

Present: - Town Mayor (Councillor M N Pearn MBE), Deputy Town Mayor (Councillor M J Crago), Councillors E H Andrews, Mrs K Brownhill, J F Creek, G J Davis, Mrs C E Goodman, B Hobbs, Mrs. C A Jackson, Mrs. A I Johnson, L E Keise, Mrs. J M Martin, Mrs R A Southworth and J Tivnan plus the Town Clerk with the Assistant Town Clerk in attendance.

75-15 Apologies for Absence:-

Apologies for absence were submitted on behalf of Councillor P R Edwards. Receipt was reported of an email from the newly Co-opted Council member M/s R A Tanner who apologised for not being able to attend this meeting as a result of work commitments in Jamaica. The email was noted. It was further **resolved** to approve signing the Declaration of Acceptance of Office at the October meeting of this Council.

76-15 Declarations of interest relating to items on the agenda:-

Non Registerable Interests (NRI) were declared by the following:-
Councillor Mrs. R A Southworth – Agenda item 10 (As Chairman of the Friends of Thanckes Park)
Agenda item 10 (as related to the Treasurer of the Torpoint Allotments Association)
Agenda item 10 (as Treasurer of the Torpoint Archives Committee).

77-15 Police Report:-

In the absence of the police representative, the crime statistics for Torpoint (as circulated) are replicated below:-

CRIMES	JULY	AUGUST
TOTAL CRIMES COMMITTED IN THE TOWN	25	23
Thefts (all categories)	12	4
Assaults (all categories including sexual and domestic incidents)	6	8
Burglaries (Non dwelling)(School premises in July)	1	1
Burglaries (Dwelling)		1
Criminal damage	4	5
Public order/harassment type offences	1	
Possession of offensive weapon	1	
Vehicle interference		
Indecent Images Offence		1
Arson		1
Communications offence		1
Animal related Offence		1

78-15 Minutes of the previous meeting:-

The minutes of the held on Thursday 16th July 2015 and the extra-ordinary meetings held on Monday 3rd August 2015 and Tuesday 1st September 2015 were taken as read, confirmed and signed by the Mayor subject to the deletion of the word amusing and insertion of the word amazing in minute 57-15.

79-15 Matters arising from the Minutes:-

a) Accounts for Payment:-

Pursuant to minute 56-15 (a) the Assistant Town Clerk reported of a conversation with the VOA in Plymouth and the matter is still being investigated.

b) Cornwall Council Report:-

Pursuant to minute 56-15 (b) (Car Parking Meters) the Clerk reported receipt of an email from the office of the port-folio holder for transport at Cornwall Council confirming that the issues raised by this Council on the recently installed parking meters in Council owned car parks were being investigated. The email was noted. Pursuant to minute 56-15(b) (Play equipment in Cambridge Field), Councillor B Hobbs reported that the equipment is now fully functional. The Town Mayor also reported that the goalpost has been reinstated into Cambridge Field. Pursuant to minute 56-15(b) (Housing at Albion Court) Councillor Hobbs reported that the work has been completed and the accommodation is now available to let. Pursuant to minute 56-15 (b) the Mayor reported that the roof on the promenade shelter has now been repaired.

c) Neighbourhood Plan Steering Group:-

Pursuant to minute 65-15(a) Councillor Mrs K Brownhill reported that the two posts on Facebook have been removed.

d) Cornwall Council Report:-

Pursuant to minute 65-15(b) the Mayor reported that he is awaiting a reply on the future of the bus depot. Councillor Mrs R A Southworth raised concern at the number of old vehicles being parked at the premises and sought to understand what was the Stagecoach future plans i.e. will the numbers increase or will these being be simply "moved on"? The Deputy Town Mayor informed the meeting that the depot is still be used for administrative purposes and buses are still operating from the depot.

e) Coastal Community Team (CCT) as a Steering Group or Advisory Committee of this Council:-

Pursuant to minute 71-15 and in consideration of this Council's Standing Orders and Financial Regulations it was **resolved** that the CCT would become an Advisory Committee of this Council (Standing Order 28 refers). The Clerk advised that to bring the proposed Committee in line with the current Council Committee terms of reference, the terms would not have to only include the organisations that would form the core membership but individual members would also have to be named if the Council were to permit substitutes. The Council also confirmed that the Committee would have no delegated authority other than show support for constituent member's projects. Any delegation of this Council's responsibilities would be to officers and then only restricted to financial matters and tenders in compliance with financial regulations. It was therefore **resolved** that the Council would form the proposed Advisory Committee subject to the following terms

- i) Individual organisations were be names and subsequently confirmed by this Council
- ii) Individual members from that organisation would named
- iii) Substitutes from the organisation would be permitted provided this is evidenced
- iv) No delegation of responsibilities would be given to the Committee other than support for projects from constituent organisations
- v) That delegated authority would be given to officers of this Council but only in compliance with those currently in place with this Council's financial regulations.

f) Coastal Community Team – Town Council Website:-

Pursuant to minute 72-15 it was reported that the redundant Armed Forces Day webpage has been reallocated to the Coastal Community Team (CCT) and is now operational.

g) Feasibility Study – Coastal Revival Fund:-

Pursuant to minute 74-15 Councillor Davis reported that due to the paucity of time an application to the fund was not submitted to the fund.

80-15 Mayors Communications

Mayors Diary

Friday 17th July - Torpoint Nursery & Infants School _ Thank you Tea Party.
Friday 17th July - Di & Barrie Stephens 50th Anniversary.
Saturday 18th July - Torpoint & Rame Lions Club Fete at Torpoint Community grounds.
Saturday 18th July - Andy T Fun Day at the Rugby Club.
Saturday 18th July - The Coppola School of Performing Arts Awards Presentation at the 200 Club.
Wednesday 22nd July - Torpoint Nursery & Infants School – Leavers farewell party.
Saturday 25th July – Visited Torcare at Porte Rouge for their annual Garden Party.
Saturday 25th July – Torpoint Twinners invited us to Benodet Park to open their “Taste of France Fair”.
Thursday 30th July – The Band of Her Majesty Royal Marines “Concert in the Park” at Benodet Park
Friday 31st July – Seventeen Thirty Club (1730 Club) presentation to the Hawks Cub Pack.
Saturday 1st August – Maddie & Jan Creek’s 50th Golden Wedding Anniversary Blessing at Maryfield Church and reception at Cove Hall, Wilcove. Congratulations to you both a great day had by all.
Sunday 2nd August - St Columb Major Civic Service – Mayor Councillor Paul Wills.
Saturday 8th August - Torpoint & District Allotments Garden Show at The Council Chambers, a good display of vegetables, flowers. Well done to all the prize winners.
Friday 14th August - Seventeen Thirty Club (1730 Club) Presentation to the 2nd Torpoint Scout Group.
Sunday 16th August - Saltash Civic Service – Councillor Bill Phillips.
Wednesday 2nd September - The Coppola School of Performing Arts Awards Presentation at the Lawn.
Thursday 3rd September - Sparrow Park to 'FLY THE RED ENSIGN FOR MERCHANT NAVY DAY'.
Wednesday 9th September - Torpoint Nursery & Infants School – To celebrate The Queen becoming the longest reigning monarch in British history.
Saturday 12th September - The Carnival – my thanks to everyone who helped for the day to go off well and all the people who took part. Special thanks to Andy Martin and the Torpoint Rugby Club.
Sunday 13th September - Truro Cathedral - Service to celebrate the 75th Anniversary of The Battle of Britain.

Congratulations:

Joe Heppolette for flying over 500 feet above the ground during a wing walk and raising nearly £1000 for Great Ormond Street Hospital in London.

Kirsty Flint Deputy Manager of the YMCA Sports Centre at Torpoint for her Sky-dive and raised over £800 for the Torpoint Centre.

Paul and Helen Roper’s Sky-Dive was cancelled due to bad weather but will take to the Sky’s on the 9th October.

81-15 Planning Applications

a) PA15/07316 – 36, Hawthorne Avenue, Torpoint – Erection of conservatory to side of property. No objections or observations.

82-15 Minutes of the Development and Localism Committee:-

It was **resolved** that the minutes of the meeting held on Thursday 20th July 2015 are adopted and implemented.

83-15 Minutes of the Finance and Personnel Committee:-

It was **resolved** that the minutes of the meeting held on Tuesday 1st September 2015 are received and the recommendations in minutes 44-15F&P (Town Council Development Plan), 48-15F&P (a) (Finance Policy), 49-15F&P (a) (Overtime/Casual Hours), 49-15F&P (d) (Organisational Framework – Staff CPD and Training), 51-15F&P (a) (Friends of Rame Group Practice – Application to use Council facilities at no cost), 51-15F&P (d) (Friends of Thanckes Park – Application to use Council facilities at no cost), 51-15F&P (f) (Torpoint Archives – Application to use Council facilities at no cost) and 51-15F&P (j) (Dementia Action Alliance – Request for financial assistance) are adopted and implemented. Pursuant to minute 44-15F&P (Town Council Development Plan) Councillor Mrs R A Southworth reminded members that the estimates in the plan

are, in the main, best guestimates. Councillor G J Davis also suggested that the Parish Lengthsman scheme should also be included and more exploratory work should be undertaken in the cost of possibly managing the library. Members were reminded that an expression of interest would be sent to Cornwall Council on this matter. Pursuant to minute 49-15F&P (c) (Councillors Skills Audit) it was **resolved** to add procurement and risk management skills to the skills that would be beneficial to this Committee. Pursuant to minute 49-15F&P (d) (Staff CPD and Training) Councillor Mrs R A Southworth declared a NRI and left the room together with the Assistant Town Clerk. Pursuant to minute 51-15F&P (d) (Friends of Thanckes Park – Application to use Council facilities at no cost) both Councillors B Hobbs and Mrs R A Southworth both declared an NRI and left the room). Pursuant to minute 51-15F&P (f) (Torpoint Archives – Application to use Council facilities at no cost) Councillor Mrs R A Southworth declared an NRI and left the room. When Councillor Mrs R A Southworth she left the room because of declaring an NRI interests, Councillor Mrs J M Martin presented the report.

84-15 Minutes of the Asset Management and Operations Committee

It was **resolved** that the minutes of the meeting held on Thursday 3rd September 2015 are received the recommendations in minute's recommendations in minute 52-15AMO (d) (Archives Roof) is adopted and implemented. Pursuant to minute 52-15AMO (d) (Archives Roof) Councillor L E Keise suggested that the recent remedial work undertaken by the contractor had appeared to resolve some problems. The Deputy Town Mayor advised the meeting that the roof had a long term maintenance issue and the Assistant Town Clerk confirmed that the dehumidifiers were still removing considerable amounts of water from this office. Pursuant to minute 52-15AMO (g) (Public Conveniences) the Assistant Town Clerk reported that the public conveniences had remained opened for a 24 hour period as an experiment. However the Assistant Town Clerk had reported an issue with drug apparatus being found and suggested that the public conveniences do not remain open. After considering the matter further it was **resolved** not to implement the recommendation and that the public conveniences remain closed during the night-time period. Pursuant to minute 51-15AMO (a) (Hall Heating) the Assistant Town Clerk reported that the consultant engineer had presented his report and had also drawn up the specifications for going out to tender with four potential tender firms being recommended. It was **resolved** that the Clerk/RFO continues with the process in line with Financial Regulations (14.1 see also Best Value Statement) and that the tenders are considered at the October Council meeting.

85-15 Financial Comparison

It was **resolved** that the July and August 2015 financial comparisons (as circulated) are received and adopted. It was reported that the Assistant Town Clerk has reviewed the income and expenditure and confirmed the financial comparison as being accurate.

86-15 Accounts for payment

PAYEE	REASON	GROSS	(VAT)	NETT
Cornwall Council	Rates (Council Chambers) October	1,018.00	0.00	1,018.00
Cornwall Council	Rates (Public Cons) October	114.00	0.00	114.00
Lynher Training	Knapsack Spayer course (Ian Beard)	420.00	0.00	420.00
British Telecom	Telephone	30.24	5.04	25.20
NDF Civils	Footpath/bench vegetation clearing	500.00	0.00	500.00
NDF Civils	Strimming St John Ambulance benches	30.00	0.00	30.00
Cornwall Council	Garage Rent (31/8 - 4/10)	59.70	9.95	49.75
Trebor Maintenance	Grounds Maintenance (August)	208.00	34.67	173.33
Don Benson	Clock Winding (August)	28.00	0.00	28.00
British Gas	Gas Supply	155.28	7.39	147.89
Ian Beard (B & Q)	Sand Plate/Sheets	33.79	5.63	28.16
Torpoint Builders Merchants	Paint/Tile Adhesive	68.72	11.45	57.27
Print Options	NDP Pull up Banners (2)	240.00	40.00	200.00
CORY Environmental	Wheelie Bin	118.74	19.79	98.95
Clifton Emery Design	Part Payment - Vision (1st Stage)	3,780.00	630.00	3,150.00
WesternWeb	CCT Website Page	90.00	15.00	75.00
Ian Beard	Travelling - Sprayer Course	69.30	0.00	69.30
EE/T Mobile	Telephone	61.02	10.17	50.85
PWLB	Loan Repayment	17,599.99	0.00	17,599.99

The Clerk informed the meeting that the VAT debtor in the year-end financial accounts for 2014-15 might be overstated by £49.83 (Survey Monkey) as the VAT registration is in the Irish Republic. Whilst attempts are on-going to try and recover this amount with the Irish Republic revenue it could be that an adjustment is made to reduce the debtor amount by £50 and increase expenditure by £50 in the balances brought forward from this financial year.

87-15 Correspondence

a) Westcountry Rivers Trust – River Tamar Celebration.

Noted.

b) Cornwall Council – Planning Conference (Callington 23rd November 2015 4-8pm).

Noted.

c) St James PCC – Use of Council Scaffold Tower (by email).

Noted. Following discussion it was **resolved** that the St James PCC could have use of the scaffolding tower at no cost subject to the usual terms of reference.

88-15 Reports

a) Neighbourhood Plan Steering Group.

Councillor Mrs. A I Johnson presented the report to Council that was noted. Councillor Mrs. Johnson apologised for the late presentation of the report stressing the need to ensure data capture from the carnival event was available for the Council meeting. Councillor Mrs. Johnson expanded on points from the report and informed the meeting that the NDP stand at the carnival had been extremely successful and that 140 questionnaires had been completed. The opinion and observations on potential developments in the town were sought together with a question on the shopping habits of respondents. Councillor Mrs. Johnson confirmed that of those that had responded, 60% undertook their main shop outside of the town with the principal reason being that of price. Councillor Mrs. Johnson also reported that a meeting with the Council's consultants Clifton-Emery and key land owning stakeholders in the lower area of Fore Street had taken place. The meeting also included the CNA manager for Cornwall Gateway. Councillor Mrs. Johnson

concluded that a further consultation would be undertaken in the library on three mornings. It was noted that the next meeting of the Steering Group would be on Monday 5th October 2015.

b) Cornwall Council Report:-

Councillor B Hobbs advised the meeting that heating issues had been experienced at the Albion Road accommodation but that these had now been resolved. Councillor Hobbs also advised the meeting that he will be meeting with residents to discuss other matters at the accommodation. In response to a question from Councillor E H Andrews on flexible heating arrangements, Councillor Hobbs confirmed that the heating is thermostatically controlled. Councillor Hobbs reported that the new PCSO has visited Carbeile Junior School and it is further understood has also visited Torpoint Nursery and Infant School.

Councillor M N Pearn reported that Cornwall Council Officers will meet with this members if this Council is still interested in taking on the tennis courts. Councillor Pearn reported that "A" Line Coach Company is preparing to establish a bus route in the town. Councillor Pearn then discussed the damaged Cornwall Council bench in Chapeldown Road adjacent to the Sango roundabout. Councillor Pearn understood that the insurance company of the motorist involved in the accident would pay for the replacement bench and that Cornwall Council would allow the Town Council to purchase the bench (using the insurance money) and install it and add to the Town Council's fixed asset register. The plaque would also have to be re-erected onto the bench. After a brief discussion it was **resolved** that this Council would undertake the procurement process and fixing of the bench (subject to there being no cost to this Council) and would include the bench onto this Council's fixed asset register. In conclusion, Councillor Pearn indicated that the new Ferry Manager is interested in meeting with members of the Council and presented the ferry report that is replicated below:-

WEEK COMM	DAY AND DATE	FERRY	NO CROSSINGS LOST	REASON
13 th July	Monday 13 th July	Tamar	1	Power loss
	Saturday 18 th July	Tamar	21	Invertor failure
	Sunday 19 th July	Tamar	30	Invertor failure
20 th July	Monday 20 th July	Tamar	26	Invertor failure
	Tuesday 21 st July	Tamar	5	Control system defect
	Sunday 26 th July	Tamar	1	Control system defect
27 th July	Monday 27 th July	Tamar	2	Drive Issue
	Wednesday 29 th July	Plym	4	Segment bolt loose
3 rd August	Saturday 8 th August	Plym	30	Chain Change
10 th August	Friday 14 th August	Plym	25	Sheave bearing failure
	Sunday 16 th August	Lynher	30	Sheave bearing failure
17 th August	Monday 17 th August	Lynher	30	Sheave bearing failure
	Tuesday 18 th August	Lynher	18	Sheave bearing failure
24 th August	Monday 24 th August	Lynher	12	Segment bolt loose and prow check after yacht collision
31 st August	Thursday 3 rd September	Lynher	8	Devonport prow pin defect
	Friday 4 th September	Tamar	1	Control system defect
7 th September	Monday 7 th September	Tamar	2	Invertor cooler defect
	Thursday 10 th September	Tamar	3	Invertor cooler defect repair

Target is 99% Average during last rolling 12 month period – 99.4%.

c) Torpoint Town Partnership (TTP):-

The TTP minutes (as circulated) were received and noted. Councillor Mrs. R A Southworth asked if all the invoices have come in for the Armed Forces Day event so that final accounts could be produced. Councillor E H Andrews commented that not all the invoices have been received but the amount of expenditure outstanding was considered to be quite small. Councillor Andrews informed the meeting that the TTP had additionally decided to donate £200 to St John Ambulance for attending the event but even so still expected

the event to generate a small surplus. Councillor Mrs. J M Martin ventured that should the outstanding invoices not be received by the 20th September then these should be ignored and "a line" drawn under the event. The suggested distribution of the surplus finances was briefly discussed but it was acknowledged that this is a discussion and decision for the TTP.

d) Coastal Community Initiative:-

The notes from the recent meeting were circulated and noted. Councillor G J Davis answered any points that members raised.

89-15 Date of the next meeting.

Thursday 15th October 2015

Meeting closed at 8.22p.m.Town Mayor

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OPEN FORM

D Tweedie – Detailed the proposed "A" line "Town Service" bus route and circulated the proposed draft timetable. It is understood the proposed service will operate every 30 minutes around the town from 7.00 am to 2.25 pm. Mr Tweedie answered questions from members on the proposed service and announced that senior citizens travel cards could be used therefore facilitating free travel. Councillor Mrs C A Jackson suggested that the service could be advertised in the Library.

M Howells – Congratulated the organisers of the carnival. Mr Howells asked how the figure of 350 houses had been calculated for the town up and until 2030. Councillor G J Davis informed Mr Howells that this figure had been calculated by Cornwall Council for the town but it would be less any dwellings that had been approved.

R Pyne – Spoke on the proposed jetty précising a recent history. Mr Pyne also spoke on matters at the police station and also sewage barges.

N Trebilcock – Addressed members on defibrillators and the locations within Cornwall. Mr Trebilcock indicated funding for defibrillators and the possible contribution by the Town Council toward the internet cost. Councillor J Tivnan offered to contribute toward the running costs of any defibrillator located in the town. It was further understood that a local resident will be running the marathon to raise money toward a device in the town.