

## TORPOINT TOWN COUNCIL

MINUTES of a meeting of Torpoint Town Council held on Thursday 18<sup>th</sup> February 2016 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, Mrs. C A Jackson, L E Keise, Mrs. J M Martin, Mrs R A Southworth, Miss R A Tanner BEM and J Tivnan plus the Town Clerk with the Assistant Town Clerk in attendance.

### **156-15 Apologies for Absence:-**

Apologies for absence were submitted on behalf of Councillors P R Edwards, B Hobbs and Mrs. A I Johnson.

### **157-15 Declarations of interest relating to items on the agenda:-**

Registerable Interests (RI) were declared by Councillor Mrs C A Jackson – Agenda Item 5 (c) (As an employee of Cornwall Council affected by any decision).

Non-Registerable Interests were declared by Councillor Mrs R A Southworth – Agenda item 10 [101-15FGP (a)] as a member of the Rame Peninsula Transport Group.

### **158-15 Police Report:-**

In the absence of the police representative, the crime statistics for Torpoint for January 2016 (as circulated) are replicated below:-

**30** crimes in the town consisting of

- 1** sexual offence
- 2** other thefts
- 4** assaults (all categories including domestic incidents)
- 1** theft from a vehicle
- 14** criminal damages
- 3** public order /harassment offences
- 4** communication offences
- 1** drugs offence

a) D & C Police – Guidelines for engagement with Town and Parish Councils:-

Receipt was reported of the Guidelines for engagement with Town and Parish Councils (as circulated) that was noted. Councillor J Tivnan reported on a recent meeting with the local police Sargeant. Councillor J Tivnan briefed members on incidents in the town that included car vandalism in North Road. It is understood that three suspects have been identified. The Mayor reported that a local establishment had been broken into.

### **159-15 Minutes of the previous meeting:-**

The minutes of the meeting held on Thursday 21<sup>st</sup> January 2016 were taken as read, confirmed and signed by the Mayor.

### **160-15 Matters arising from the Minutes:-**

a) Hall Heating:-

Pursuant to minute 147-15 (a) the Assistant Town Clerk reported that the installation of the heaters has been completed with the outstanding works being in the plant room and "boxing in" the pipework in the main hall. The Assistant Town Clerk was confident the work would be completed in the near future.

b) Beach Clean:-

Pursuant to minute 147-15 (b) the Clerk reported that he has written to the agents for Antony Estates requesting that the estates support the removal of this Council's name from the court order given that the council no longer had a material interest in the area. The letter has been copied to the Town Mayor and to the land owner. Receipt was reported of a reply from the agents for Antony Estates advising the Council that the estates would be consulted on the Council's request and a reply would be forthcoming.

c) Barclays Bank Meeting:-

Pursuant to minute 147-15 (c) the Clerk reported on a recent officers meeting between officers of Cornwall Council and this Council (at the request of Cornwall Council) to discuss the proposed project. Both the Town Clerk and Assistant Town Clerk had attended on behalf of this Council. Attendees from Cornwall Council included the estates department that would investigate the proposals and also estimate reconfiguration costs. The Clerk had since received an email from Cornwall Council confirming that it was possible to accommodate the services and the email also included the estimated reconfiguration costs. The Clerk had subsequently contacted the agent for Barclays Bank who in turn requested to discuss the situation with the Cornwall Council properties team. The Clerk has put the Properties Manager in touch with the agent for Barclays Bank so that this matter can be discussed further. Both Cornwall Councillors have been copied into the email and a reply is awaited.

(Councillor Mrs C A Jackson declared a registerable interest and left the meeting whilst this matter was discussed).

d) Neighbourhood Development Plan:

Pursuant to minute 154-15(a) it was **resolved** to consider this item further along with the Neighbourhood Development Plan report.

## **161-15 Mayors Communications**

### **Mayors Council Report for December**

**Friday 18<sup>th</sup> December 2015 Friday 22<sup>nd</sup> January 2016** – Trevol House for Lunch then to the Passing Out Parade at Raleigh with Captain Bellfield and Captain Burns.

**Friday 22<sup>nd</sup> January 2016** –Seventeen Thirty Club (1730 Club) presentation to the Sea Cadets Unit

**Thursday 28<sup>th</sup> January** – Presentation of the Chevalier in the Ordre national de la Legion d'honneur to 103 year old Ernie Burdett at Tamara Residential Home presented by the French Consul Alain Sibiril with Rear Admiral John Clink FOST, Commander Emmanuel Rouve of the French Navy and Ernie's Family and friends. Photo attached

**Friday 29<sup>th</sup> January** – The Torpoint Players Pantomime – Cinderella and the Pantomime Thief at the Council Chambers.

**Friday 5<sup>th</sup> February** –Seventeen Thirty Club (1730 Club) presentation to the TMSC Sailing Cadets.

**Tuesday 9<sup>th</sup> February** - Dame Esther Rantzen, DBE who is a founder of both ChildLine and The Silver Line came the Torpoint Nursery & Infants School to officially launch their Silver Stories initiative.

Silver Stories is a new project set up by the Torpoint Nursery and Infant School to support both the children and elderly people in the community of Torpoint. Children telephone a Silver Listener (an elderly person in Torpoint and then read a short story or poem to them). This not only helps the children to become more confident in their reading skills but also links our children to the elderly community in Torpoint and helps diminish their chances of feeling loneliness and isolation.

Also Dame Esther Rantzen DBE officially opened their new Two Year Old Nursery Room in the presence of parents and special guests. Torpoint Nursery and Infant School began taking 2 year old children into their nursery in 2012. Due to the local demand and Government plans to increase the number of children being able to access the free 15 hours entitlement, the school made a successful bid with the Local Authority for

Capital Funding to create a new room purely dedicated to these children. The new room was completed in September 2015 and it provides educational support for families across Torpoint and the wider area.

**Saturday 13<sup>th</sup> February** –Torpoint and Rame Peninsula Lions Club 38th Charter Dinner at the Council Chambers -

**Thursday 18th February** – Torpoint Ferry - Launch of the new City buses - four new Enviro 400 Double Deckers on show carrying their new unique bilingual 'Go Cornwall' Bus livery.

### **162-15 Planning Applications**

a) PA16/00686 – Quayside Cottage, 15, King Street, Torpoint – Proposed first floor rear balcony to connect bedroom 2/office to access rear upper garden and also internal alterations.

No objections or observations.

b) PA16/01018 – 16, Primrose Close, Torpoint – Access improvement to property to include re-design of front steps and installation of platform lift to rear of property with formation of level path.

No objections or observations.

c) PA16/11744 – 10, Carbeile Road, Torpoint – Lower the kerb for a new vehicular access and also to lower the kerb for pedestrian access– 24, Buller Road, Torpoint – Demolition of substandard existing rear single storey extension and existing rear garage and replace with proposed two storey rear extension and new rear garage.

No objections or observations.

### **163-15 Minutes of the Development and Localism Committee**

It was **resolved** that minutes of the meeting held on Tuesday 26<sup>th</sup> February 2016 are received and adopted. Councillor G J Davis advised that the Working Group Report would be considered at the next meeting of this Committee.

### **164-15 Minutes of the Finance and Personnel Committee**

It was **resolved** that the minutes of the meeting held on Monday 1<sup>st</sup> February 2016 (as circulated) are received and the recommendations in minute's 98-15F&P (a) (Equal Opportunities Policy), 98-15F&P (b) (Lettings Policy), 99-15F&P (a) Overtime/Casual Hours, 99-15F&P (b) (Debtors/Creditors), 99-15F&P (c) (Internal Controls Scrutiny), 99-15F&P (d) (Staffing Infrastructure, appraisal and training matters [Confidential minute]), 101-15F&P (a) (Rame Peninsula Transport Group) and 101-15(b) (Torpoint and Rame Peninsula District girl Guiding – Request for Financial Assistance) are adopted and implemented. (Councillor Mrs R A Southworth declared a non-registerable interest in minute 101-15F&P (a) (Rame Peninsula Transport Group and left the meeting).

### **165-15 Minutes of the Asset Management and Operations Committee**

It was **resolved** that the minutes of the meeting held on Thursday 4<sup>th</sup> February 2016 (as circulated) are received and to consider the recommendations in minute 116-15AMO (a) (Weed Spraying Operations) is adopted and implemented. Pursuant to minute 118-15AMO (Accounts for payment) the Deputy Town Mayor drew attention to the water consumption at the public conveniences in Antony Road and suggested that this is investigated. The Assistant Town Clerk would review the charges.

### **166-15 Coastal Community Team Advisory Committee**

It was **resolved** that the minutes of the meeting held on Wednesday 3<sup>rd</sup> February 2016 (as circulated) are received and adopted. Pursuant to minute 54-15CCT (b) (i) both Councillors Mrs J M Martin and E H Andrews announced they could not support the recommendations contained in the minutes without a full explanation of the proposed employer of the administrator or the relationship with this council of the

proposed Community Interest Company (CIC). Councillor G J Davis addressed members on proposals and explained that the Community Network Area Link Manager had advised that only this Council could apply for funding. After discussing this matter further it was **resolved** that this Council would apply for funding to support and explore opportunities to implement and deliver proposed projects within the Economic Plan.

### 167-15 Financial Comparison

It was **resolved** that the January 2016 financial comparison (as circulated) is 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. Councillor Mrs R A Southworth noted the income from hiring and lettings was well above the target set for this financial year.

### 168-15 Accounts for payment

PAYEE	REASON	GROSS	(VAT)	NETT
Cornwall Council	Rates	620.00	0.00	620.00
Clegg and Shortman	Lead repairs to roof (Vanity Rooms)	602.46	100.41	502.05
Streetmaster	Bench and Fittings-Chapeldown Road	943.20	157.20	786.00
Viking Direct	Clocks and Batteries	113.21	18.87	94.34
Viking Direct	NDP Stationery	332.10	44.85	287.25
British Telecom	Telephone Bill	32.53	5.42	27.11
Western Web	Renewal web space/content/email	80.40	13.40	67.00
Clear Sight	Window Cleaner	60.00	0.00	60.00
CORY Environmental	Wheelie Bin	101.66	16.94	84.72
EDF Energy	Haldo Piller, Cambridge Field	18.03	0.86	17.17
Clifton Emery Design	Torpoint Vision-Master Planning	3,780.00	630.00	3,150.00
Don Benson	Clock Winding	28.00	0.00	28.00
Print Options	NDP Vision Leaflets	60.00	0.00	60.00
BUNZL	Cleaning Materials	104.40	17.41	86.99
Clegg and Shortman	Archives Roof Repairs	2,148.72	358.12	1,790.60
C F Southworth	Refreshments - Probation Service	9.19	0.00	9.19
N Cochrane*	Salary Advance	450.00	0.00	450.00
EE/T Mobile	Telephone Bill	61.02	10.17	50.85

\*Approved at the F & P Meeting 1<sup>st</sup> February 2016 (See confidential minute).

### 169-15 Correspondence

a) M Howells – Adela Road.

Noted. The Clerk spoke of a recent meeting with the Cornwall Officer concerned and after discussion it was suggested that the Council register the land in the Town Council's name and then erect bollards to review parking in the road. Councillor G J Davis was of the opinion that this Council should not acquire the land as this could make the Council liable to claims being submitted. Councillor Tivnan spoke on the history of this project and the reasoning for putting the bollards in place. Councillor Tivnan also advised that signage would be the preliminary course of action followed by registering the land and then introducing the bollards. The Deputy Town Mayor voiced his opposition to the introduction of the bollards. Following further discussion it was **resolved** that the officer from Cornwall Council would be invited to address the Asset Management Committee on the matter.

b) I Gilbey – Accident A374 (by email).

Noted. Councillor G J Davis was of the opinion that the Council should press for a lower speed limit on this road. Members were reminded that the road from Trerulefoot to Saltash was classed as a Gateway Zone with a 50 mph limit. The Deputy Town Mayor informed that Council that a previous attempt to lower the speed limit on the A374 had resulted in no support from the police or Cornwall Council. It was **resolved** that this Council would write again to Cornwall Council requesting that the speed limit along this stretch of

road is lowered and that a copy of the letter would also sent to the Cornwall Council ward member for Torpoint West (Councillor M N Pearn MBE).

c) M Watkiss – Accident A[B]374 (copy of a letter to Kate Canelly CEO Cornwall Council).  
It was suggested the points were similar to that raised in the letter in 169 (b) and being a copy letter was therefore noted.

d) Scope – House to House collection dates (28<sup>th</sup> March to the 17<sup>th</sup> April 2016).  
Noted.

## 170-15 Reports

a) Neighbourhood Plan Steering Group.

In the absence of the minutes of the Steering Group this item was not considered and deferred. The Assistant Town Clerk would produce the minutes at the earliest opportunity. Councillor G J Davis read from an email sent by Councillor Mrs. A I Johnson the Chairman of the Group. Councillor Mrs. Johnson reported an increase in community attendance with a strong line in questioning on housing proposals, citing little support for housing amongst attendees for housing at Borough Farm. The meeting was reminded that Torpoint had to identify land to accommodate 350 houses although no applications had been received. It was noted that a Vice Chairman had not been appointed at this juncture.

b) Cornwall Council Report:-

In the absence of Councillor B Hobbs the Cornwall Councillor for Torpoint East ward, Councillor M N Pearn MBE the Councillor for the West Ward reported that the budget was going through the Council. Councillor Pearn then presented the ferry report that is replicated below.-

WEEK COMM	DAY AND DATE	FERRY	IMPACT ON SERVICE	SCHEDULED SERVICE	REASON	OVERALL EFFICIENCY %
18/01/2016	Monday 18 <sup>th</sup> January Tuesday 19 <sup>th</sup> January Wednesday 20 <sup>th</sup> January	Lynher	30 80 12	1292	Broken south chain	94.4
25/01/2016						100
01/02/2016	Thursday 4 <sup>th</sup> February Saturday 6 <sup>th</sup> February	Plym	14 12	1292	No 3 Generator Extreme Weather	98
08/02/2016						

Target is 99% Average during last rolling 12 month period – 98.8%.

c) Torpoint Town Partnerships:-

The report of the meeting had been completed and the Assistant Town Clerk would circulate as soon as possible. The Town Mayor asked if the Council would insure the Queen’s Birthday event at Rendel Park on the 21<sup>st</sup> April 2016. The Clerk reminded members that if the Council agreed to this request there would likely be a small financial expenditure including a possible premium charge but more importantly the Insurance Company would insist on certain criteria being in place. Councillor Tivnan confirmed that he would ensure the necessary documentation, procedures and processes would be in place to satisfy the Insurance Company. After briefly deliberating on this matter and on the assurance from Councillor Tivnan it was **resolved** that the Council would be responsible for this event and this would include the insurance element.

## 171-15 Date of the next meeting.

Thursday 17<sup>th</sup> March 2016.

Meeting closed at 8.05p.m. ....Town Mayor

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OPEN FORM

M Howells – Asked if his letter could be forwarded to the relevant authorities. The Town Mayor claimed to have additional correspondence and papers and would include Mr Howells letter with them.

M Howells – Complained the litter bin in Albion Road had not been repaired. This matter would be brought to the attention of Councillor Hobbs.

M Howells – Asked if screening could be installed at Torpoint Cemetery to give the area more intimacy and privacy.