

TORPOINT TOWN COUNCIL

MINUTES of a meeting of Torpoint Town Council held on Thursday 21st July 2016 at 7.00 p.m. in the Council Committee Room, 4 York Road, Torpoint.

Present: - Town Mayor (Councillor M J Crago), Councillors E H Andrews, G J Davis, P R Edwards (late arrival), Mrs C E Goodman, B Hobbs, M N Pearn MBE, Mrs R A Southworth, Miss R A Tanner BEM and J Tivnan plus the Town Clerk with the Deputy Town Clerk in attendance.

56-16 Apologies for Absence:-

Apologies for absence were submitted on behalf of Deputy Town Mayor (Councillor L E Keise), Councillors Mrs K Brownhill, Mrs. C A Jackson and Mrs. J M Martin.

57-16 To fill the casual vacancy by co-option:-

The Council considered three applications for co-option to fill the casual vacancy following the resignation of former Councillor Mrs. A I Johnson. The applications received were from Martin Thomson-Neall, Allan Paul Glanville and Odette Norreys. The Deputy Town Clerk read each applicants statement and letter to the members for consideration. In the ensuing written ballot Martin Thomson-Neall received 0 votes, Allan Paul Glanville 7 votes and Odette Norreys 2 votes. The Mayor declared that Allan Paul Glanville was duly co-opted onto the Council to fill the vacancy and members **resolved** to confirm the ballot. Councillor Glanville completed his declaration of acceptance of office and took his seat on the Council.

58-16 Declarations of interest relating to items on the agenda:-

Non-Registerable Interests (NRI) were declared by the following:-
Councillor B Hobbs – Agenda item 5 (c) (as a boat owner on the river).

59-16 Police Report:-

It was noted that the Council would no longer be receiving a police report (as identified the previous month minute 44-16 refers). The Clerk drew attention to an email received from the police in response to an email from a resident complaining at inconsiderate parking in the vicinity of Carbeile School. The email reply from the police was duly read and noted. Attention was also drawn to a recent incident of vandalism to the lock at the toilets in Thanckes Park. The Deputy Town Clerk reported that the culprit had been identified and a short apology letter had been received. In response to a question from Councillor J Tivnan, the Deputy Town Clerk reported that no further action is being taken. The Deputy Town Clerk also reported that a further incidence of vandalism had been reported at the toilets and the CCTV footage was being analysed to try and identify the culprit. It was **resolved** that in the absence of reports from the police this agenda item was to be deleted although any reports from Councillor Tivnan as the council police liaison representative would be considered under the heading of reports.

60-16 Minutes of the previous meeting:-

The minutes of the meeting held on Thursday 16th June 2016 were taken as read, confirmed and signed by the Mayor.

61-16 Matters arising from the Minutes:-

a) Review of the CCT Advisory Committee membership:-

Pursuant to minute 46-16(a) it was noted in the CCT Advisory Committee minutes that although it is the intention for Torpoint Town Council to have a member of this Advisory Committee in addition to the Chairman of the Torpoint Neighbourhood Development Plan Steering Group it was noted that Councillor G J Davis whilst being this Council's nominated representative was also the Chairman of the Torpoint

Neighbourhood Plan Steering Group which in effect has resulted in the Town Council not having a representative. The Mayor asked if any member wished to join this group and in the absence of any volunteers it was **resolved** to defer this item until the September meeting of the Council for further consideration. On another membership matter although one organisation had not sent a representative for some considerable time it was **resolved** at this point not to delete the organisation from membership of the committee

b) Accident A374:-

Pursuant to minute 46-16 (b) the Clerk confirmed that he has replied to the Chief Executive of Cornwall Council illustrating accident statistics as presented in the local press and also requesting the 30mph speed limit is extended to the Pennycross war memorial as also requested by the Council. Councillor E H Andrews was of the opinion that the 30 mph speed limit should be extended to meet the speed restrictions at Antony village. The Clerk replied that the letter offered dialogue with Cornwall Council on this matter and gave scope for further adjustments to any proposals.

c) Duchy Moorings:-

Pursuant to minute 46-16 (c) Councillor B Hobbs briefed members on the recent meeting held with Plymouth City Council attended by Sherryl Murray MP and interested parties that moored vessels on the Tamar. Councillor Hobbs reported that there was a 9% increase in fees from the previous year and also questioned the disparity between the amounts charged to private boat owners and commercial vessels. Councillor Hobbs also spoke on other matters relating to mooring charges including those attributed to administration. Councillor E H Andrews suggested that a request is submitted under the Freedom of Information Act (FOI) so that the Council could understand how the administration charges are spent. Councillor Hobbs was of the opinion that this was not necessary at this juncture as he anticipated the information should become available at the next meeting.

d) Barclays Bank and Library Services:-

Pursuant to minute 46-16 (d) the Clerk reported receipt of information from a Cornwall Councillor confirming that Cornwall Council are no longer interested in pursuing the relocation of the Library to the former Barclays Bank building in Fore Street. On the basis of the above the Council confirmed that it would no longer be pursuing this option. The Clerk also reported receipt of an initial proposal form from Cornwall Council entitled Torpoint Town Council Library Package that would be used as the basis for the Strategic Devolution Group to assess the proposal and to make recommendations. The Clerk reported that the document contained most of the matters to which the Council had agreed including the Tamar Street car park. The Clerk considered that the financial information might not be correct but was of the opinion that even with an additional TUPE transfer as confirmed in a recent email, the fiscal dimension of the proposal was on the information available a feasible possibility. However the proposal still illustrated a leasehold arrangement for the library premises rather than an asset transfer as a result of the possible sale of the asset for regeneration purposes. Councillor E H Andrews warned of possible financial implications if the Council took on the operation of the car park including issues with ticket machines. Councillor B Hobbs re-emphasised the importance of an asset transfer but concluded by suggesting that a sale of the asset could provide an equal division of the proceeds between Cornwall and Torpoint Town Councils. He urged a meeting with the property department at Cornwall Council as soon as possible.

e) St John Ambulance Caravan:-

Pursuant to minute 46-16 (f) the Clerk reported that he is still awaiting a response from the St John Ambulance Brigade although after discussions with local representatives he has made contact with another regional officer. The Clerk stressed that all he is awaiting is a formal email or letter confirming transfer of the caravan from the St John Ambulance Brigade to Torpoint Town Council. It was confirmed that the St John Ambulance Brigade logo has been removed from the caravan as agreed with organisation.

62-16 Mayors Communications

The Mayor introduced his announcement by thanking everyone who attended and supported the civic parade and service and conceded that after all the years it still brought a lump to his throat! The Mayor

continued by reminding everyone of those that had received the civic wards from the previous Mayor Councillor Mike Pearn MBE. The Organisation of the year was presented to St Columba and Torpoint RFC For their charitable work. The person of courage award was presented to Mrs Elizabeth Carney-Haworth from the Torpoint Nursery and Infant School and the citizen of the year to Mrs Rosemary Pellew the past Chairman of the Torpoint Archives. The Mayor expressed thanks to Councillor John Tivnan and the street marshalls and also the council staff for their assistance. The Mayor concluded by thanking Mr Colin Prideaux the Parade Marshall for the event.

The Mayor presented the events diary for the preceding month:-

June 25th – The Mayoress and I attended an enjoyable afternoon at the Taste of France event in Benodet Park hosted by the Torpoint & District Twinning Association.

June 30th – The Mayoress and I, attended Carbeile Junior School for a meal at their French Restaurant set up in the classroom where we were waited upon by the children. Thank you Harry for the invitation.

July 1st – I attended the Whistle for the Somme remembrance at St James Church at 7.30 am along with others from the community including schoolchildren to remember those that had fallen on that day in 1916. The Deputy Mayor, Councillor M N Pearn MBE and I also attended the service of commemoration of the 100th anniversary of the Battle of the Somme in St Petroc's Church, Bodmin hosted by Colonel Edward Bolitho OBE Lord Lieutenant of Cornwall.

July 2nd – Attended the Coppola School of Performing Arts Floor Show.

July 5th – The Mayor and Mayoress attended the Duke of Edinburgh Awards presentation at Antony House, well done to the young students who had achieved their certificates and thanks to everyone involved in giving up their time to support those students on their hard work and achievement.

July 8th – At the Kings Arms STC made a presentation to the Hawkes Cub Pack, may thanks Frank and all the STC members.

July 10th – The Mayoress and I attended the Sea Sunday service at the St Andrew Minster Church, Plymouth. We also met some people who had connections with Torpoint in their past and had interesting conversations.

July 15th - I attended a Thank You afternoon at Torpoint Nursery and Infant School and enjoyed tea and entertainment from the young children, thanks to you all.

July 16th – The Mayoress and I opened the Torpoint and Rame Peninsula Lions Fair at the community College fields, thank you to the Lions President Andy Brownhill for a wonderful afternoon.

In the evening we attended the 200 Club to present the awards to the students from the Coppola Scholl of Performing Arts. Congratulations to all who received their awards and to Kelly for everything she does for her young students.

The Mayor reported that residents been complimentary and expressed gratitude to the Cornwall Council road sweepers. I have spoken to them personally and I have congratulated them on your behalf, a big thank you from our community.

Finally, congratulations to Carbeile Junior School on their Ofsted report of Good. Well done to all.

63-16 Planning Applications

a) PA16/04316 – 30, Wellington Street, Torpoint – Change the two dormer windows to 1 flat dormer window (amended plan – see D&L Committee minute 11-16DL (a)).

Council still recommend refusal using the same reply as stated in the minute above but also question whether the illustrated alteration has been formally approved.

64-16 Minutes of the Localism and Development Committee

It was **resolved** that the minutes of the meeting held on Thursday 23rd June 2016 are received and the recommendations in minutes 6-16DL(b) (Library/One Stop Shop), 6-16DL(c) (Vision for Torpoint Strategy), 6-16DL (d) (Town Council Maintenance Vehicle), 9-16DL(a) (Tennis Courts including CCTV coverage) and 10-16DL (Friends of Thanckes Park) are adopted and implemented. Pursuant to minute 6-16DL (a)

(Japanese Knotweed Control) the Clerk reported receipt of an agreement from Cornwall Council on a proposed arrangement for Torpoint Town Council to undertake the Japanese Knotweed control in the town. The Clerk highlighted key points from the document including the proposed re-imburement from Cornwall Council. Members voiced disappointment at the level of recompense proposed by Cornwall Council and also delays in conveying this proposal to the Town Council with the commencement of the proposed programme being the 1st April 2016. It was therefore confirmed that this document would be discussed further at the meeting with Cornwall Council on the 31st August 2016. Pursuant to minute 6-16DL (b) (Library and One Stop Shop) it was **resolved** that the following members and officers would form the delegation to meet with Cornwall Council on the 31st August. The delegation would consist of Councillor M J Crago (Town Mayor), Councillors G J Davis, Mrs R A Southworth, J Tivnan plus the Town and Deputy Town Clerk. Pursuant to minute 6-16DL (d) (Environment Service Standards) the Mayor noted that the inspection of asset tour went ahead on the 6th July but the 12th July tour has been postponed due to the paucity of members available. The Mayor announced that another date in September would be made available to conclude the event. Pursuant to minute 9-16DL (a) (Tennis Courts including CCTV coverage) Councillor M N Pearn announced that the proposal for this Council to take over the tennis courts has been delayed as Cornwall Council were currently seeking quotations to obtain an asbestos survey on the redundant hut prior to probable demolition. Pursuant to minute 9-16DL (d) (Bus Shelters) it was reported that both bus shelters in Trevol Road have been erected and were now in use. Pursuant to minute 10 (a) (Friends of Thanckes Park) it was suggested that those delegates on outside bodies should give a report to Council on the activities of the organisations on which they were appointed under reports. Pursuant to minute 13-16DL (Date of Next meeting) it was **resolved** the date of the next meeting would be Friday 29th July 2016 at 7.00pm in the Council Committee Room.

65-16 Minutes of the Finance and Personnel Committee

It was **resolved** that the minutes of the meeting held on Monday 4th July 2016 (as circulated) are considered and the recommendations in minute's 31-16F&P (a) (Budget Monitoring Policy), 32-16F&P (c) (Operational Caretaking/Cleaning Staff Report – Confidential Minute), 34-16F&P (a) (Torpoint Mini Soccer Centre – Use of facilities at no charge), 34-16F&P(b) (Torpoint Sea Scouts – Use of facilities at no charge) 32-16F&P (c) (Torpoint Christian Fellowship – Use of facilities at no charge), 34-16F&P(d) (Jade Badge – Use of the Council Hall for puppy training) and 36-16F&P (Accounts for payment) are adopted and implemented. Pursuant to minute 34-16F&P (a) (Torpoint Mini Soccer Centre – Use of facilities at no charge) the Town Mayor declared a non-registerable interest and left the meeting – in the absence of the Deputy Town Mayor, Councillor Mrs R A Southworth Chaired this item). Pursuant to minute 34-16 (b) (Torpoint Sea Scouts – Use of facilities at no charge) Councillor M N Pearn declared a non-registerable interest and left the meeting whilst this item was discussed. Pursuant to minute 34-16F&P (d) (Jade Badge – Use of the Council Hall for puppy training) it was **resolved** that this would be for a three month trial period. Pursuant to minute 36-16F&P (Accounts for payment) it was **resolved** to delegate to the Clerk and RFO authority to approve invoices for payment during August subject to financial regulations and for these to be reported to the Finance and Personnel Committee meeting on the 29th August 2016 for formal approval.

(Councillor P R Edwards joined the meeting at this point).

66-16 Minutes of the Coastal Community Team Advisory Committee

It was **resolved** that the minutes of the meeting held on Wednesday 6th July 2016 are considered and the recommendation in minute 8-16 DL (a) (Admin/Project Support Officer) is received and adopted. Pursuant to minute 7-16DL (Portwrinkle Harbour Project) Councillor G J Davis reported that the project has been approved and could be revenue generating to support the harbour project. Councillor Davis then gave a verbal update on a recent meeting with the Mt Edgcumbe Park Joint Committee including representatives with Plymouth City Council. It was reported that the meeting was very positive and the City Council representatives were keen to work across authorities on projects including the waterfront and river taxi.

Councillor Davis also spoke on the recent meeting attended by two principal authority officers who commended the group on a unique document suggesting that it could become the model document. The officers suggested two key projects to move forward with being Trevol Business Park and Millbrook unit project. Councillor Davis also reported that the officers had commented on the uniqueness of the area and although wishing to publicise the area to encourage visitors, it should be by modes of transport other than a car. It was commented that Plymouth, with a population of some 250,000, live in close proximity and should also be encouraged to visit the area. Councillor Davis cited the example of how Bodmin had secured £8 million in grant assistance to support and develop tourism opportunities for the area. Councillor Davis concluded by announcing that Cornwall Council were to convene a meeting with Plymouth City Council to explore opportunities for the project.

67-16 Minutes of the Asset Management and Operations Committee

It was **resolved** that the minutes of the meeting held on Thursday 7th July 2016 (as circulated) are received and adopted. Pursuant to minute 35-16 AMO (Operational Report) it was reported that the price to repair the gable end had risen slightly as a result of an increase in scaffolding charges. After duly considering the increase it was **resolved** to continue with the project.

68-16 Financial Comparison

It was **resolved** that the June 2016 financial comparison (as circulated) is received and adopted. It was reported that the Deputy Town Clerk has reviewed the income and expenditure and confirmed the financial comparison as being accurate.

69-16 Accounts for payment

PAYEE	REASON	GROSS	(VAT)	NETT
Cornwall Council	Rates (Council Chambers) August	969.00	0.00	969.00
Cornwall Council	Rates (Public Cons) August	115.00	0.00	115.00
Viking Direct	Stationery/Office Supplies	148.55	24.76	123.79
BUNZL	Cleaning/Sanitary Supplies	148.69	24.78	123.91
Southern Electricity	Electric Supply	928.83	154.80	774.03
British telecom	Telephone Invoice	614.46	102.41	512.05
British telecom	Telephone Invoice	34.08	5.68	28.40
British Gas	Gas Supply	481.95	80.32	401.63
Cornwall Council	Salary Invoice (April-June 2016)	27,187.83	34.00	27,153.83
Don Benson	Clock Winding	35.00	0.00	35.00
Torpoint Builders Merchants	Bark Chippings - Thanckes Park	38.00	0.00	38.00
M Acton	Laundry	44.00	0.00	44.00
Vriridor	Waste Disposal - Thanckes Park	342.00	57.00	285.00
Clifton Emery Design	Mileage Expenses	58.80	9.80	49.00
Clifton Emery Design	Printing	1,068.00	178.00	890.00
Clifton Emery Design	Mileage/Mapping/Production	505.44	84.24	421.20
NDF Civils	Strimming/Bench Installation/Flag Pole	240.00	0.00	240.00
Torpoint Town Partnership	Reimbursement - Deposit	271.96	0.00	271.96
ITEC	Photocopies	159.50	26.58	132.92
EE/T Mobile	Telephone Invoice	60.94	10.16	50.78

70-16 Correspondence

a) Sgt A Crow – Parking at Carbeile Primary School (By email).

Noted. It was also noted this item had been considered in minute 59-16 above.

71-16 Reports

a) Neighbourhood Plan Steering Group.

It was **resolved** that the minutes and report held on Tuesday 5th July 2016 were considered and the recommendation in minute 32-16NDP (b) (Small group of volunteers) is adopted and implemented.

b) Cornwall Council Report:-

Councillor B Hobbs reported that Cornwall Council has a policy on the use of covert cameras and this is effectively managed by the Enforcement team. It was suggested that the covert cameras could be used at the Antony Road toilets in the Town.

Councillor M N Pearn MBE reported that the Harvey Street flats and immediate area will be undergoing a complete renovation including the external railings adjacent to Harvey Street. 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 %
13/06/2016	Tuesday 14 th June	Lynher	21	1324	Vacon brake chopper defect	85.7
	Wednesday 15 th June		30			
	Thursday 16 th June		30			
	Friday 17 th June		48			
	Saturday 18 th June		30			
	Sunday 19 th June		30			
20/06/2016	Monday 20 th June	Lynher	30	1324	Vacon brake chopper defect	97.7
27/06/2016				1324		100
04/07/2016	Tuesday 5 th July	Plym	4	1324	Prow hydraulic leak	99.8
	Wednesday 6 th July	Lynher	5		VTAS battery issue	
11/07/2016				1324		100

Target is 99% Average during last rolling 12 month period – 98.5%.

c) Torpoint Town Partnerships (TTP):-

The Mayor thanks all those that had contributed toward Queen's birthday celebrations that was a very successful event. The Mayor drew attention to the band concert by the Royal Marine band at Benodet Park on the 4th August and also spoke on possible future events that could include an open event in September 2017.

72-16 Date of the next meeting.

Thursday 15th September 2016.

Meeting closed at 9.00 p.m.Town Mayor

OPEN FORUM

M Howells – Drew attention to excessive litter at the Lawn. The Cornwall Council members would pursue this matter. The Mayor criticised the rumour that had indicated the Queen's birthday celebration at Thanckes Park had been cancelled.