

TORPOINT TOWN COUNCIL

MINUTES of a meeting of Torpoint Town Council held on Thursday 20th October 2016 at 7.00pm in the Council Committee Room, 1-3 Buller Road, Torpoint.

PRESENT: - Town Mayor (Councillor M J Crago), Councillors E H Andrews, J F Creek, G J Davis, P R Edwards, A P Glanville, Mrs. C E Goodman, Mrs. C A Jackson, Mrs. J M Martin, Miss R A Tanner BEM plus the Town Clerk with the Deputy Town Clerk in attendance.

The Mayor announced that the Deputy Town Clerk was taking the minutes of the meeting, as part of a Community Governance course currently being undertaken.

	ACTION
<p>90-16 Apologies for absence:- Deputy Town Mayor (Councillor L E Keise), Mrs. K Brownhill, B Hobbs, M N Pearn MBE, Mrs. R A Southworth and J Tivnan</p>	
<p>91-16 Declarations of Interest relating to items on the Agenda:- Non-Registerable Interests (NRI) were declared by the following: Councillor Mrs J Martin – Agenda item 9 Minute 59-16F&P (a) (as a relative of the owner of the Coppola School of Performing Rights) Councillor E H Andrews – Agenda item 9 Minute 59-16F&P (d) (as a relative of a Sainsbury’s employee).</p>	
<p>92-16 Adjournment of the meeting:- The Mayor understood that there were members of the public sitting in the public gallery who were at the meeting to make their comments and feelings known on two of the planning applications on the meeting agenda. To enable the residents’ views to be considered, Cllr E H Andrews proposed adjournment of the meeting, Cllr Mrs J M Martin seconded the proposal and it was resolved adjourn the meeting. The Council resolved to reconvene by the Mayor following a proposal by Cllr E H Andrews at 7.56pm. (A summary of the comments made by the public is available under Open Forum).</p>	
<p>93-16 Minutes of the previous meeting:- The minutes of the previous meeting held on Thursday 15th September 2016 were taken as read, confirmed and signed by the Chairman. The Deputy Town Clerk noted on behalf of Councillor Mrs R A Southworth the declaration of non-registerable interest as a Co-operative Council member for the Co-operative Group.</p>	
<p>94-16 Matters arising from the minutes a) Accident A374:- Pursuant to minute 76-16(b) the Clerk explained that this item had been included as an agenda item at the recent meeting with Cornwall Council and will be therefore be considered along with other items being considered in the future. b) Duchy Moorings:- No further report. c) Library Services:- Pursuant to minute 76-16 (d) the Clerk explained that Cornwall Council do not have any immediate plans for the future of the town library and therefore a postponement of proceedings to consider resourcing implications is suitable at this time. Issues such as</p>	Cllr B Hobbs

resources, future of the library building, falling football and costs were noted. The Mayor added that as an elected town council will be formed in May 2017 it is more appropriate to engage members of the new council in this process. Councillor E H Andrews suggested the library service is considered at a future meeting and does not become forgotten; Councillor G J Davis supported this suggestion, adding that as the process to take on the library could take 18 months to complete, the circumstances are reviewed in 6 months.

95-16 Mayor's Communications

The Mayor detailed that since the last meeting on Saturday 24th September was the annual carnival, thank you to everyone who organised the event, even the weather stayed kind to us until everything was finished. On Sunday 2nd October we had the Freedom of HMS Raleigh, thank you to all who attended and made it a memorable day, even the weather was another very sunny day. Saturday 8th October Tina and I attended the home of Mr Peter and Mrs Sandra Nicholson and presented them with a basket of flowers to celebrate their Golden Wedding Anniversary. I received a thank you card and donation to my Mayor's Charity. Monday 17th October accompanied by several Councillors, I attended the invitation to the fire station where we were made most welcome by Station Officer Steve Gill and his crew. They showed us around the operations and equipment available to them and what they can do for our community, we have been invited back in the summer to witness the equipment used when there is a road traffic accident.

Forthcoming events:

Sunday 30th October is the commemorative service for 2nd Lt. Robert Bagster Vinter at St. James Church, 3pm, all are welcome. Sunday 13th November is the Remembrance Parade and service outside St. James Church.

Mrs Bond of Eliot Square is making sure the contractors have everything removed from the site and the green area reinstated.

Copies of the A Line bus timetable are available.

96-16 Planning Applications:-

- a) PA16/08291 – The Garden Sports and Leisure Club, 10 Antony Road, Torpoint PL11 2JW - Redevelopment of 'The Garden Sports and Leisure Club' to include the demolition of the existing swimming pool, squash courts, reception area and adjacent Council owned public conveniences, to be replaced by 26 residential units, new reception area, remodelled / refurbished leisure facilities and new integrated public toilet facilities.

Councillor E H Andrews highlighted the importance of considering the views expressed by members of the public, however was of the opinion that any new housing is welcomed in the town. Highlighting the shortage of parking as a primary concern, he explained that parking within the current Cornwall Council car park used primarily by Sainsbury's customers could be used by residents and visitors for the proposed site. Councillor G J Davis supported Councillor Andrews comments, adding that over the last 18 months the town had developed the Vision for Torpoint which had been adopted by the town council in April this year. Highlighting the key regeneration objectives identified in the Vision for Torpoint: stimulate the town centre; celebrate the waterfront; strengthen the community and feel part of the Rame Peninsula, Councillor G J Davis explained that the Vision reminds us that the "town has little interest to attract the eye." He continued that the proposed development is a prime location and could be the start of the redevelopment of the town however he was mindful of the residents' comments. However, the council objects on the following points:

<p>➤ the height of the property on the front elevation appears excessive</p> <p>➤ There is inadequate parking for residents and visitors to the property.</p> <p>Council recommend the planning committee arrange a site visit.</p> <p>b) PA16/08781 – Land North West of 110 Marine Drive, Torpoint - Proposed demolition of garage and construction of new 3-bedroom dwelling with parking and garden and associated works.</p> <p>The Deputy Town Clerk detailed information from an email which had been recently received from the applicants architect atelier3, addressing a couple of points/objections which have been identified. Councillor Mrs. J M Martin explained the limited availability of housing in the town and highlighted the benefit of providing a new home to a local, young family. Council recommend approval with the proviso that the property is not to be used for the purposes of holiday accommodation.</p> <p>c) PA16/08789 – Torpoint Co-op 50 – 54 Fore Street, Torpoint – Advertisement consent for the display of 1 x Illuminated Fascia Logo sign (sign A) 2 x Internally illuminated projector signs (B1, B2) 1 x Internally illuminated logo sign (C) and 1 x non-illuminated wall mounted aluminium panel sign (D).</p> <p>No objections or observations.</p>	
<p>97-16 Minutes of the Development and Localism Committee</p> <p>It was resolved that the minutes of the meeting held on Thursday 22nd September 2016 (as circulated) and the recommendation in minutes 34-16 DI (a) (ii) Tourism Festival – unspent balances) is adopted, noting that this will be a standing principle to be adopted in future years. Pursuant to minute 34-16DL (a) (Torpoint Town Council Development Strategy for 2017-2020) and minute 34-16DL (b) (Torpoint Town Council – Development Plan). Councillor G J Davis advised that the cost of operating the library would be in the region of £100,000 and given the other current operational issues will need very careful consideration at any future discussions. Cornwall Council were aware that given the time scale for negotiations and this Council’s aspirations the very earliest of service transfer would be in the 2018-19 financial year. Councillor G J Davis proposed that the development strategy for 2017-2018 be referred to the next meeting of the Development and Localism Committee to reallocate the current £30,000 expenditure cost to other cost centres therefore retaining the total budgeted expenditure of £69,850. It was resolved to delegate these matters to be considered at the next meeting of the Development and Localism Committee and Councillor G J Davis agreed to submit working papers for discussion prior to the meeting. Councillors Mrs. C E Goodman and Mrs. J M Martin submitted their apologies for the next meeting, this prompted members to review the date, it was agreed the next meeting date will remain at Thursday 27th October 2016.</p>	<p>Cllr G J Davis</p>
<p>98-16 Minutes of the Finance and Personnel Committee</p> <p>It was resolved that the minutes of the meeting held on Monday 3rd October 2016 (as circulated) and to consider the recommendations in minute 55-16F&P (b) (Torpoint and Rame Youth Project – Request for financial assistance), the Town Mayor sought clarification on who the organisation Torpoint Mini Soccer pay to use the facilities. Councillor G J Davis, as a previous Treasurer of Torpoint Mini Soccer, explained that rental costs are paid directly to Cornwall Council for the use of the facilities. Members resolved the grant request for financial assistance. It was resolved to consider the recommendations in minutes 56-15F&P (a) (Business Continuity Plan – adopted and implemented), 56-16F&P (b) (Financial Risk</p>	

<p>Management) and 56-16F&P (c) (Business Risk Management) are adopted and implemented. Members resolved the recommendations in minutes 59-16F&P (a) (The Coppola School of Performing Arts – Application for Free of Charge Use) and 59-16F&P (b) (Mrs K J Brown – Application for Free of Charge Use) are received and adopted. (Councillor Mrs. J M Martin declared a non-registerable (NRI) and left the meeting whilst these matters were discussed.)</p> <p>Members resolved the recommendations in minutes 59-16F&P (c) (On Course South West – Application for Free of Charge Use) and 59-16F&P (d) (Sainsbury’s Store Quiz – Application for Free of Charge Use) are received and adopted. (Councillor E H Andrews declared a non-registerable (NRI) and left the meeting whilst this matter was discussed.)</p> <p>Members resolved the recommendation in minute 59-16F&P (e) (Cornwall Air Ambulance – request for financial assistance) is received and adopted.</p>	
<p>99-16 Minutes of the Asset Management and Operations Committee:-</p> <p>It was resolved that the minutes of the meeting held on Thursday 6th October 2016 (as circulated) and the recommendations in minutes 62-16AMO (b) (Fire Risk Assessment – purchase and installation of an accessible fire door with audible closures) and that the Officers of the Council proceed in accordance with the Council best value statement are received and implemented. Pursuant to minute 63-16AMO (Operational Report) the Deputy Town Clerk reported the “Billy Goat” had now been purchased. It was recommended that the recommendation in minute 66-16AMO (a) (Capital Maintenance Programme) is received and considered at the budget consideration meeting. Pursuant to minute 86-16AMO (a) (FLEET – proposed two external defibrillators in Torpoint) members resolved to fund the annual maintenance/surveillance fee for each Public Access Defibrillator (PAD) for the foreseeable future and resolved that one PAD be located at the Council Chambers and the second PAD located at Costcutters, Trevithick Avenue. Pursuant to minute 69-16AMO the Mayor reported that Cornwall Council have clarified there is a certificate of lawfulness on the garage located at 18B Wellington Street.</p>	
<p>100-16 Minutes of the Coastal Community Team Advisory Committee:-</p> <p>It was resolved that the minutes of the meeting held on Wednesday 5th October 2016 are adopted and implemented.</p>	
<p>101-16 CCTV cameras – Councillor B Hobbs:-</p> <p>On behalf of Councillor B Hobbs, the Deputy Town Clerk explained since CCTV footage had been provided to the Police and subsequently successful in identifying those persons causing damaging to council property, the introduction of further CCTV coverage in the town should be considered in budget proposals, members concurred.</p>	
<p>102-16 Financial Comparison</p> <p>It was resolved that the September 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.</p>	
<p>103-16 Accounts for payment</p>	

PAYEE	REASON	GROSS	(VAT)	NETT
Cornwall Council	Rates (Council Chambers) October	969.00	0.00	969.00
Cornwall Council	Rates (Public Cons) October	115.00	0.00	115.00
Festive Lighting	Welcome to Torpoint refurb	712.80	118.80	594.00
Rabart Decorator Merchants Ltd	Painting materials/utensils	74.43	12.41	62.02
Mr D Benson	Clock winding	28.00	0.00	28.00
British Telecom	Office Telephone/Internet	603.45	100.57	502.88
Karkadia	Freedom Parade - Flowers	112.50	0.00	112.50
Any Occasions Catering	Freedom Parade - Catering	1023.00	0.00	1023.00
Torpoint Builders Merchants	Weed killer / tools	35.88	5.98	29.90
Clear Sight Window Cleaners	Window cleaning	60.00	0.00	60.00
Mrs M Acton	Freedom Parade - Laundry	101.00	0.00	101.00
SSE	Electricity 5 Jul - 3 Oct	796.20	132.70	663.50
British Gas	Gas 1 Aug - 30 Sept	730.23	121.70	608.53
		29058.3		
Cornwall Council	Salaries July - Sept/Mayor Allow	0	36.00	29022.30
British Telecom	Emergency Telephone	34.26	5.71	28.55
Bunzl	Cleaning Materials	45.51	7.59	37.92
Dyno-rod	Blockage at Council Chambers	156.00	26.00	130.00
Dorset Devon & Cornwall	Probation Service	448.00	74.67	373.33
Resolve Door & Window Repairs	Repairs to PVC doors at CC	130.00	0.00	130.00
Mr M N Pearn MBE	Reimb - Freedom Parade - printing	30.00	0.00	30.00
Mrs M Acton	Laundry - Hiring event	101.00	0.00	101.00
Cornwall Council	HR Admin/Payroll charges	4.50	3.75	0.75
British Telecom	Phone Supply	34.08	5.68	28.40
Torpoint and Rame Youth Partnership	Grant	500.00	0.00	500.00
Cornwall Air Ambulance	Grant	500.00	0.00	500.00
EE/T Mobile	Telephone	60.00	10.00	50.00

Clerk/DTC

On behalf of Councillor Mrs. R A Southworth the Deputy Town Clerk posited a question on the ownership of the "Welcome to Torpoint" Christmas lighting sign (see account for payment Festive Lighting above), highlighting that as it is unlikely to be the property of the town council should the council incur this expenditure. The Deputy Town Clerk reported all that was known is it is owned by the "town". Given the need to repair the lights and that currently there is no known owner it was **resolved** to approve payment subject to the Deputy Town Clerk making further enquiries to ascertain ownership. Members also **resolved** that if ownership is established and the owner is willing to asset transfer the signs, the Town Council would take ownership and add the signs to this Council's fixed asset register and insure the lights.

DTC

104-16 Correspondence

a) Mr M Thomson-Neall – Clock Servicing:-

The Clerk detailed receipt of a letter indicating that Mr D Benson is able to undertake the servicing of the town clock at St James Church; the Clerk will write to Mr D Benson to seek confirmation that he is able to service the clock in line with Mr M Thomson-Neall's instructions.

b) CHICKS – Newsletter:-

Noted.

Clerk

c) Clifton Emery Design – Landscape Institute Awards (via email):-
 The Deputy Town Clerk detailed receipt of an email inviting three or four members of the council to be guests of Clifton Emery Design at the forthcoming Landscape Institute Awards 2016 luncheon event, being held in London on Thursday 24th November 2016. It was **resolved** to select the Town Mayor, Councillor G J Davis, Andrea Johnson – as the former Chairman of the Neighbourhood Plan when the Vision for Torpoint was prepared and the Deputy Town Clerk to attend the awards event. It was further **resolved** for return travel arrangements to and from London, for all four representatives (as stated) of the town council are reimbursed. The Clerk reminded the Councillors to update the hospitality book.

Town Mayor/
 Cllr G J
 Davis

105-16 Reports

a) Neighbourhood Plan Steering Group.
 It was **resolved** that the minutes of the meeting held on Monday 10th October 2016 are adopted and implemented. Councillor G J Davis explained the deadline for submissions on the tender to complete the draft Torpoint Neighbourhood Development Plan (NDP) expires on Friday 21st October 2016. It was subsequently **resolved** that the tender documents will be considered by council at the next meeting of the Finance and Personnel Committee meeting, scheduled for Monday 31st October 2016. Councillor G J Davis detailed an email received from a resident (Katie Rodell) who had visited the NDP stand at the carnival. Highlighting a very positive impression of the vision boards on display at the carnival and hopeful development plans, this was followed by dismay at the poor state of areas around the town, including the skate park where comparisons to the “nice space for our children at Millbrook” and Rowe street park were highlighted.

b) Cornwall Council:-
 The Clerk presented the Ferry report on behalf of Councillor M N Pearn MBE replicated below:-

Week commencing	Date	Day	Ferry	Reason	Impact on Service	Scheduled Service	Total in-Week Impact on Service	Over all Efficiency
19/09/2016	22/09/2015	THURS	TAMAR	Prow flap pin	6	1292	6	99.5
26/09/2016	28/09/2016	WEDS	LYNHER	No 1 Vacon Drive failure	2	1292	48	96.3
	29/09/2016	THURS	LYNHER	No 1 Vacon Drive failure	30			
	30/09/2016	FRI	LYNHER	No 1 Vacon Drive failure	14			
	02/10/2016	SUN	TAMAR	Loose segment bolts	2			
03/10/2016	04/10/2016	TUES	LYNHER	Upperdeck lights defect	2	1292	4	99.7
	05/10/2016	WEDS	TAMAR	Torpoint(S) tunnel chain and gantry wire change	2			
10/10/2016	12/10/2016	WEDS	LYNHER	Segment change	2	1292	4	99.7
	13/10/2016	THURS			2			

The Deputy Town Clerk presented a report on behalf of Councillor B Hobbs following the recent council visit to the Fire Station, highlighting that it would be useful to support an awareness day with Councillors and the public to improve on the service the Fire Service are providing.

c) Torpoint Town Partnership (TTP):-
 Profits accrued from the carnival have been added to the funds. The TTP are planning a musical weekend event (Saturday 24th June 2017) at Thanckes Park, culminating with a firework display. Councillor E H Andrews explained that to secure hire equipment deposits

may be paid by the TTP and a subsequent re-imbursement request submitted to the council.
d) Reports from Delegates to outside bodies:-
It was reported that the local Chamber of Commerce seeks a council delegate as representation at forthcoming meetings, it was **resolved** that Councillor A P Glanville undertake this role.

106-16 Date of next meeting

Thursday 17th November 2016.

Meeting closed at 9.35pm _____ Chairman

OPEN FORUM

1. Planning application PA16/08291 – The Garden Sports and Leisure Club, 10 Antony Road, Torpoint PL11 2JW - Redevelopment of 'The Garden Sports and Leisure Club' to include the demolition of the existing swimming pool, squash courts, reception area and adjacent Council owned public conveniences, to be replaced by 26 residential units, new reception area, remodelled / refurbished leisure facilities and new integrated public toilet facilities.

- A member of the public posited a question to clarify what is planned for the public conveniences at this site. The response was that the public conveniences are currently leased from Cornwall Council to the town council and in the new plans these will be completely refurbished to a higher standard than the current state.
- A resident (living opposite the proposed plan) strongly objected to the height of the proposed plan citing that bedroom windows would be directly opposite to the windows in the new building and her privacy would be lost. In addition the resident has made contact with Cornwall Council (CC) planning and requested a CC site visit is arranged. The council explained the Cornwall Councillor for the East Ward is Cllr Brian Hobbs.
- The local Esso garage owner, sited immediately next door to the proposed plan, although not against the development in principle, cited the following concerns: the look and dominating height of the proposed building is not in keeping with the other buildings in the vicinity; the lack of parking for residents and visitors to the building; the building's close proximity to the garage – it may increase the number of vehicles 'dropping off' on Antony Road, which could impair the view from vehicle drivers exiting the garage forecourt; the current sewer system in Antony Road has been blocked on several occasions – this plan will increase sewerage levels; the sports club – increased traffic with delivery drivers 'dropping off' on Antony Road.
- A resident (living behind the proposed plan) objected to the plan on the grounds of the lack of residents' parking citing the local vicinity of Albion Court already blocked with cars during school drop off and collection times.

In response to the concerns the developer (Huggins Marine Ltd) explained that there is already planning approval for 14 flats on the site and this plan, to increase the number of flats to 26 residential units, is to enable the development proposals to be financially viable. Further questions were posited

from residents which the developer sought to provide appropriate responses to.

2. Planning application PA16/08781 – Land North West of 110 Marine Drive, Torpoint - Proposed demolition of garage and construction of new 3 bedroom dwelling with parking and garden and associated works.

- A resident spoke on behalf of himself and two other residents (present in the public gallery) to strongly object to the proposed plan, citing the current view (of the river) from their properties in Chapeldown Road as their primary objection. Adding that the proposed construction would devalue properties and there would be an invasion of their privacy, as well as questioning the right of way and citing that the proposed plan is out of character with other properties in the location.

In response to these concerns Mrs Whitton explained that the land owner (her mother) does not wish to cause upset to the residents, adding that the planned build is to house her daughter and her young family. In response to the objection of restricting views, Mrs Whitton continued that there has been a garage on the proposed site since 1960 and the elevation of the new property has taken this into consideration. In response to objections (online) about the hedge Mrs Whitton explained that since her father passed away (5 years ago) her mother had endeavoured to maintain the hedge to a similar state, adding that a response from the architect, to objections already posited, has been submitted via email to the town council today.

Mr Pyne - questioned the high levels of parking congestion around The Mill/Torpoint Football Club on match days – the Mayor indicated that the street surrounding this area are not subject to parking restrictions, adding that this issue could be taken up with the local County Councillor.