

TORPOINT TOWN COUNCIL

MINUTES of a meeting of Torpoint Town Council held on Thursday 15th November 2012 at 7.00 p.m. in the Council Committee Room, 4 York Road, Torpoint.

Present: - Town Mayor (Councillor T R F Moore), Deputy Town Mayor (Councillor M N Pearn MBE), Councillors E H Andrews, B Hobbs, M J Crago, C K P Fowle, L E Keise, Mrs J M Martin, E L Parkin, Mrs R A Southworth and Mrs C I A Trueman plus the Town Clerk.

96-12 Apologies for Absence:-

Apologies for absence were submitted on behalf of Councillors S P Helley, Mrs C A Jackson, Mrs J Moon and R Skelly. The Clerk reported that Councillor J Campbell had not attended a meeting for 6 months and therefore his seat has become vacant. The Clerk further reported that that as the vacancy occurred within 6 months of an election the seat could be left vacant but that a co-option could also be considered. It was **resolved** that this matter would be deferred until the December meeting.

97-12 Declarations of interest relating to items on the agenda:-

Town Mayor – Non pecuniary interest, Torpoint Archives.

Deputy Town Mayor – Non pecuniary interest, Torpoint Archives.

Councillor B Hobbs – Non pecuniary interest – agenda item 8(a) planning application 22-25 Trevol Business Park.

Councillor E H Andrews – Non pecuniary interest, Torpoint Archives.

Councillor Mrs R A Southworth – Non Pecuniary Interest Torpoint RBL.

98-12 Police Report:-

Sargeant Chris Chilcott and PCSO Lindsey Cork presented the report to members.

29 – Crimes in the town since the last meeting of which

- **4** criminal damage to motor cars
- **6** assaults
- **1** criminal damage
- **1** harassment
- **5** thefts from shops
- **2** other theft
- **4** burglaries
- **4** communication act
- **1** drunk driver
- **1** fraud

Additionally there were

- **4** domestic related incidents where no offences occurred
- **5** incidents involving vulnerable children and adults.

Sargeant Chilcott expressed his thanks to the community for their attendance and efforts on Remembrance Day. PCSO Lindsey Cork briefed members on the recent incident exercise undertaken by the police cadets. Councillor E L Parkin reciprocated by thanking the police for their efforts and co-ordination on Remembrance Day.

Councillor Mrs J M Martin asked if there were any measures the police could take to control the issue of dog fouling in the town. Sargeant Chilcott suggested that a PCSO could issue a ticket but the enforcement authority was Cornwall Council. The Deputy Town Mayor reported that he had been in contact with the Dog

Warden who confirmed that fixed penalty tickets would be passed to the police. The Town Mayor passed photographic evidence of a dog fouling incident to the police. The Deputy Town Mayor advised an alternative method of reporting dog fouling incidents was via the Cornwall website. In response to a question from Councillor E L parkin on publicising burglaries and deterrents, Sargeant Chilcott spoke on the importance of burglar alarms on buildings suggesting that even "dummy" systems did act as a deterrent. In response to a question from Councillor C K P Fowle on the meaning of restorative justice, Sargeant Chilcott gave a full explanation,
(Sargeant Chilcott and PCSO Cork were thanked for the report and left the meeting).

99-12 Minutes of the previous meeting:-

The minutes of the meeting held on Thursday 18th October 2012 were taken as read, confirmed and signed by the Mayor.

100-12 Matters arising from the Minutes:-

a) Police Report:-

Pursuant to minute 82-12 (a) the Clerk reported receipt of acknowledgement letters from the Assistant Chief Constable and also from Sheryll Murray MP in response to this Council's letter on police response times. Both letters were noted.

b) Town Clock:-

Pursuant to minute 82-12(b) the Clerk reported that he has received the signed copy of the agreement from the PCC and would date this Council's signatures as at the date of this meeting (15th November 2012). Councillor B Hobbs reported that the clock hands were two minutes out of sequence and synchronicity with the clock timing. This would be reported to the servicing company. It was further reported that the clock had stopped and this also would be conveyed to the servicing company.

101-12 Mayors Communications

- October 25th 2012 – Ann and I attended the St James the Great Church for a concert and service to launch Torpoint RBL poppy appeal. We were entertained by the Torpoint and Rame male voice choir, The Kessenyan Singers, The Torpoint Ladies Choir and the Carbeile Junior School choir. I would like to thank Torpoint and Rame Lions for arranging the event and a special word of thanks to Mrs R Southworth secretary of the Torpoint Branch RBL and John Tivnam PAO of the Torpoint Branch RBL for their input in bring the various branches together. The evening raised £1,500 toward the poppy appeal.
- October 26th 2012 – The Deputy Town Mayor (in his capacity as Cornwall Councillor), Town Clerk and I met with Sir Richard and Tremayne Carew Pole. Also at the meeting were Cornwall Councillor G Trubody (Rame member), Agent for Antony Estates and representatives from Cornwall Council Planning Department. Sir Richard and the Agent were exploring the possibility of releasing estate land for retail and housing development. This was an exploratory discussion and I look forward to another meeting with Sir Richard and the Estates Manager in the near future.
- October 27th 2012 – Mayors Big Breakfast and Table Top Sale. The event was well supported and a sum of £474.50 was raised for the Mayors Charity. I would like to express my thanks to the organisations who supported the event and to those that donated raffle prizes. My thanks to the following – Mrs. Val Pearn and the catering team, the Deputy Town Mayor for organising the event on my behalf the Town Clerk and his wife Liz for supplying teas and coffees and to the other Councillors who supported the event.
- October 31st 2012 – Ann and I held a reception on behalf of the Town Council to welcome the Commanding Officer of HMS Raleigh Captain R Fancy and his wife Sarah and also First Lt. Commander S Lovatt and his wife Debra. It was a very enjoyable evening and I would like to thank my guests The Chamber of Commerce, The Torpoint Events Company, Torpoint Branch RBL. Torpoint and Rame RNA, Chairman Comrades United Services Club the Town Clerk and his wife and the town Councillors that were able to attend.

- November 9th 2012 – Ann and I attended the Plymouth Festival of Remembrance at the Plymouth Pavilions organised by the Federation of Plymouth and District ex-Servicemen Association. Also in attendance were HM Lord Lieutenant, the High Sheriff of Devon, Lord Mayor of Plymouth and various Mayors and dignitaries from the surrounding areas. We were entertained by the band of HM Royal Marines Plymouth, the Plymouth Youth Concert Band, The City of Plymouth Pipe Band, The Plymouth Military Wives Choir, HMS Hero Military Kids Choir and cadets from the three services display team.
- November 11th 2012 – Remembrance Sunday. Ann and I had the honour of leading the service organisations and various Torpoint organisations along with the people of Torpoint in paying homage to those local people who made the ultimate sacrifice in the service of our country. I would like to express my thanks to those that participated that included:- RNR Volunteer Band, Torpoint Silver Band (who provided the music for the parade and service), RN contingent HMS Raleigh with a special thank you to the Torpoint Branch of the RBL PAO for organising the parade and Mr. J Plant and his team for dressing the memorial. The march past salute was taken by the Captain of HMS Raleigh and myself.
- November 15th 2012 – Ann and I together with the Deputy Town Mayor attended the opening of Oakwood Court College Torpoint Campus. This facility is designed for those with learning difficulties and social skills. The College was opened by the Lord Lieutenant of Cornwall and we were given a conducted tour of the facilities available to the pupils. It can provide residencies for those students who require that need. The College teaches the necessary skills that will enable students to live independent lives and integrate into society.

Councillor Mrs. J M Martin spoke on the Remembrance Day parade and posited the question on whose behalf did the Mayor lay the wreath. The Mayor responded it was on behalf of the Town Council and town. Councillor Mrs. J M Martin then disagreed with other Town Council members laying wreaths on behalf of political parties and suggested that this was divisive. Councillor B Hobbs stated that the wreath he laid was for Cornwall Council and the wreath laid by his grandson was on behalf of the Liberal Democrats and not necessarily linked to this Council. Councillor E H Andrews voiced a similar explanation on behalf of the Conservative party. It was noted that the event is organised by the RBL and that the designated wreath layers are specified by the RBL and not this Council. It was suggested that next year when members are invited to lay wreaths on behalf of political parties it should be emphasised by the parties to the RBL prior to the event that the designated wreath laying is not connected to the Town Council.

102-12 Planning Applications

a) PA12/008982 – 22-25 Trevol Business Park, Torpoint – Change of use to B1 and B2 to B1, B2 and B8 use.

Support.

(Additionally members **resolved** not to support a blanket inclusion of additional planning permissions throughout the estate but to consider each application on merit).

103-12 Minutes of the Finance and General Purposes Committee

It was **resolved** that the minutes of the meeting held Monday 29th October 2012 are received. The Chairman of the Finance and General Purposes Committee Councillor E L Parkin presented the minutes. Pursuant to minute 52-12FGP (To consider rental and hire charges for the 2013/14 financial year) Councillor M J Crago recommended that the annual charge to the Torpoint Archives (£76 per annum per room) remain the same but that the organisation is advised to submit a grant application as a registered charity for this amount. Following a brief discussion it was **resolved** that Councillor Crago's proposition duly seconded is implemented.

(The Town Mayor, Deputy Town Mayor, Councillors E H Andrews and Mrs R A Southworth all declared a non-pecuniary interest and left the room whilst this item was discussed. Councillor E L Parkin as Chairman of the Finance and General Purposes Committee took the chair in the absence of the Town Mayor). Councillor Mrs. J M Martin raised the issue of an increase to Hall hirers and asked if the Town Administrator was consulted and was of the opinion that the hire charges should not be increased. Councillor E L Parkin

reminded Councillor Mrs Martin that utility charges were increasing above the recommended 5% increase in the hire charges and confirmed that the hire charges have been increased as a result of the utility increases and suggested that this Council could not absorb the increased charges. (Members were reminded that utility charges formed part of the service charges added to the floor area licence fee). After a brief discussion it was **resolved** that the recommended charges as presented (including the Archive charges) are adopted and implemented (Councillor Mrs J M Martin voted against the resolution). Pursuant to minute 53-12FGP (To recommend the budget for the 2013/14 financial year) Councillor Mrs J M Martin spoke of a proposed precept increase of 13.5% and suggested that this is too great an increase. Councillor Parkin drew attention to the flat precept for 4 years and suggested that the increase proposed still puts this council a long way behind other councils in precept terms. The proposed increase was also considered in line with the council calculator provided by Cornwall Council (although it was stressed this was for guidance as the Council tax base for 2013-14 is still not known). Councillor E H Andrews in supporting the proposals spoke on the need to increase the precept and drew attention to the Councils expanding role in preparing for localism. Councillor Andrews also drew attention to the additional services and asset management that this council was preparing to manage. Councillor M J Crago observed that Cornwall was one of the last areas to come out of a recession and any increases had to be limited and suggested 5%, that was supported by Councillor Mrs J M Martin. Councillor Parkin posited the question on how it is intended to balance the books with an arbitrary limit to which Councillor Crago suggested marketing the vacant premises. The Clerk informed the meeting that during conversations with the Cornwall Council team a centrally imposed cap of 2% might be introduced and it was probably prudent to leave the precept or income component of the budget until clarity has been received. The Council should consider the expenditure budget at this meeting and resolve to introduce that element and consider the actual precept at the December meeting. If a cap is imposed then the imbalanced budget would be subsidised by reserves. If a cap is not imposed then the Council could either set a balanced budget or use reserves with an imbalanced budget. Following the Clerk's suggestion it was **resolved** that the expenditure budget for 2013-14 as recommended by the Finance Committee be approved with the precept and income element of the budget being deferred for a decision until the December meeting of this Council. Pursuant to minute 54-12FGP (Date of the next meeting) Councillor C K P Fowle tendered his apologies for absence.

104-12 Minutes of the Forward Planning Committee

It was **resolved** that the minutes of the meeting held on Thursday 1st November 2012 are received and the recommendation in minute 56-12 FP (Town Council Development Plan) is adopted and implemented. The Chairman of the Forward Planning Committee Councillor E H Andrews presented the minutes. Pursuant to minute 56-12 FP (Town Council Development Plan) the Clerk updated the meeting on progress of the proposals to devolve the public convenience service provision to this Council. The Clerk reported receipt of the lease agreements for the Antony Road and Thanckes Park public toilets and suggested that the documents are passed to a local solicitor for consideration. The Clerk confirmed that the accompanying letter confirmed an allocated £500 from Cornwall Council toward the lease completion. Councillor Mrs R A Southworth stressed the importance of break clauses within the lease especially if Cornwall Council withdrew funding. Councillor Mrs Southworth also suggested that this Council inspect the toilets after the refurbishment. Councillor E H Andrews assured members that the work would be inspected upon completion together with break clauses within the lease. It was **resolved** that a solicitor is instructed to peruse the lease on behalf of this Council. In response to a question from Councillor M J Crago on the high water use at the Antony Road toilets, Councillor Andrews noted that this was also being investigated simultaneously with the refurbishment programme. Pursuant to minute 61-12FP (Date of next meeting) Councillor M N Pearn tendered his apologies for absence.

105-12 Code of Conduct

The Clerk presented the final code of conduct to members following the adoption of the interim code in July 2012. The Clerk drew attention to the amendment in 2.6 where a ceiling of hospitality is set at £50 is

proposed and that this has to be registered in the hospitality book provided by the Council. The other change was in para 3.5A. After duly considering the document it was **resolved** to adopt the final code as presented and appended to these minutes. It was further **resolved** that the Council delegates the power to grant dispensations to the Clerk under section 33(1) of the Localism Act 2011 and the basis is set out under section 33(2).

106-12 Financial Comparison

It was **resolved** that the October 2012 financial comparison is received and adopted.

107-12 Accounts for payment

PAYEE	REASON	GROSS	(VAT)	NETT
Adam Brookes (Clear Sight)	Window Cleaners	60.00	0.00	60.00
South West Water		297.93	0.00	297.93
Cory Environmental	Wheelie Bin	77.22	12.87	64.35
Performing Rights Society	Subscription	112.13	18.69	93.44
Don Benson	Clock Winding	35.00	0.00	35.00
Cornwall Council	Business Rates	1658.00	0.00	1658.00
A D Smith	Laundry	7.53	0.00	7.53
TRF Moore	Mayors Allowance	115.00	0.00	115.00
British Telecom	Telephone	24.24	4.04	20.20
Tamar Laundry	Table Cloths	13.02	2.17	10.85
British Telecom		24.24	4.04	20.20
Nisbets	Napkins	128.52	21.42	107.10
British Telecom	Telephone	54.49	9.08	45.41
Orange	Sept/Oct	72.70	12.10	60.60
DDBM	Asbestos/Legionella	838.00	0.00	838.00
ITEC	Photocopies/Staples	254.07	42.34	211.73
Information Commisioner	Data Protection	35.00	0.00	35.00
Orange	November	36.30	6.05	30.25

108-12 Correspondence

a) Cornwall Council – East Sub Area Planning Committee.

Noted.

b) Torpoint Chamber of Commerce - Minutes.

Noted.

109-12 Reports

a) Cornwall Council:-

Councillor M N Pearn reported that Cornwall Councillor for the Rame peninsula Councillor G Trubody had been re-appointed as a Cornwall Council associate cabinet member. Councillor Pearn then presented to members the ferry report:-

w/c 15 October – 99.8% efficient – 2 crossings out of 1292 lost – minor defects

w/c 22 October – 99.4% efficient – 8 crossings out of 1292 lost – plastic sheet around chain

w/c 29 October - 99.4% efficient – 8 crossings out of 1292 lost – prow sensor

w/c 5 November - 100% efficient – No crossings out of 1320 lost

Target is 99%.

Councillor Pearn also presented a progress report on the Rendel Park project:-

ENGINEERING WORKS

1. All internal and site clearance works are complete.
2. All boundary walls have been lowered and the new railings erected on top.
3. The seawall parapet rails were delivered on Monday and are currently being installed
4. All raised borders and stone planters have been constructed.
5. Contractor is currently preparing to start installing kerb edgings to delineate between turf and paths.
6. Boats/shelters were installed yesterday and the remaining landscaping features will be constructed over the next two weeks.
7. All other engineering works are complete.

LANDSCAPING WORKS

1. Landscaping design has been finalised – there are no major changes since the last artistic sketches you received.
2. Hard landscaping is approximately 75% completed.
3. Planting arrangements have been finalised.
4. Soft landscaping, planting and turf will be started towards end of November.

We are currently aiming to complete the park by mid-December. Of course, the planting and soft landscaping is reliant on some fine weather.

Councillor Pearn confirmed that the capital project is being funded by the Tamar Bridge and Torpoint Ferry Joint Committee with this Council undertaking the revenue implications enshrined in a maintenance agreement. Councillor C K P Fowle spoke on the issues of health and safety with traffic controllers on the ferry especially during the nocturnal operation. Councillor Pearn confirmed that he would pursue this issue. Councillor Pearn also noted that the toughened glass sides to the shelter on the promenade should be installed within the next two weeks. Councillor Pearn then voiced the opinion that this Council should complete the works by replacing the roof to the shelter at a cost of £535. Councillor Pearn advised the Council that Cornwall Council had given permission for the works to proceed. The Clerk stated that this was a Town Council decision as the asset is not owned by this Council and therefore does not fall within any operational remit delegated to him. Councillor C K P Fowle posited the question if the roof was leaking or there was a problem to which Councillor Pearn replied that the shelter roof was shabby and detracted from the appearance. Councillor Fowle suggested that in this time of austerity it should be left. Councillor E H Andrews supported the call to replace the shelter roof now that Rendel Park is being improved suggesting that a shabby shelter detracts from the aesthetics of the area. After a brief further discussion it was **resolved** (by 6 votes in favour to 3 votes against – 1 abstention) that the Town Council would replace the roof to the shelter on the promenade. Councillor B Hobbs spoke on the proposed BMX track at Thanckes Park and that it is not proceeding. Councillor Hobbs said he is pressing officers on the matter and warned that a grant application for the track could run out of time if the project did not progress. He was hoping for a response shortly. Councillor Hobbs also said that he was pressing Cornwall Council to repair the coping

stones on the wall at Sparrow Park voicing disappointment that the wall had been left in this condition for 12 months. Councillor Hobbs announced that Cornwall Council had now discovered the funds to undertake the work. Councillor Hobbs also reported that he was also pressing for additional dropped kerbs around the town and cited Carbeile Road as a specific area that required addressing. Councillor Hobbs concluded his report by announcing that new chains had been purchased for the ferry and that the Trevol Road sign would be in position by the end of the month. Councillor Mrs C I A Trueman reported that the pot holes in Antony Road would be repaired shortly. Councillor Mrs R A Southworth sought to understand when the single glazed windows in Kingsley Avenue would be replaced with double glazing. Councillor Hobbs reported that the issue was widespread citing the house and flats on the Queens Park Estate [Peacock, Roberts, Jago Avenues etc.] as being a particular problem. Councillor Hobbs acknowledged that cavity wall insulation had been applied but warned that double glazing might not be introduced until 2014-15. Councillor M J Crago spoke on the need for efficient heat conserving doors to be installed.

(Councillor M J Crago left the meeting at this point).

b) Torpoint Town Partnership

The Town Mayor confirmed that there has been no meeting and no report to present. The next quarterly meeting will be in December 2012. Councillor E H Andrews announced that very shortly the TTP will be "shadowing" Penryn as part of the preparation for the Gorsedh celebrations. Councillor Mrs R A Southworth suggested that the TTP should investigate this matter now to which Councillor Andrews replied that it is likely the Grand Bard would be contacted. In response to a question from Councillor Mrs Southworth on costs, Councillor Andrews suggested that not all would come from the public purse and that other income streams would be investigated. Councillor Mrs J M Martin posed the question as to what information is currently available on establishing the event. It was suggested that Thanckes Park would be the ideal venue.

110-12 Date of the next meeting.

Thursday 20th December 2012.

Meeting closed at 8.45p.m.Town Mayor

OPEN FORUM

S Baker – Thanked the Council for taking measures to improve the dog fouling situation. Mrs Baker suggested installing additional dog faecal receptacles as waste bins are being used. The Mayor suggested that photographic evidence was a useful method of identifying those owners that did not clear up after their dogs have defecated. Councillor M N Pearn informed the meeting that waste bins can now be used to deposit dog faeces. Councillor B Hobbs reported on the reduction of dog wardens and highlighted issues with dog fouling emphasising the responsible owners of guide dogs. Mrs Baker praised the projects that the Town Council were undertaking at Rendel Park and the management of the Public Conveniences.

M Howells – Sought assurance that accessibility at Rendel Park for those with disabilities was being provided. Councillor E H Andrews confirmed that the park had disabled access.

J Tivnam – Suggested that different councillors could offer themselves as a point of contact an various subjects.

A Batley – Spoke on the creation of a Facebook group and suggested more publicity for the Council.

G Davis – Was of the opinion that the Council should have a higher profile and suggested various methods including a link to Facebook. Mr Davis also suggested that increased communication could give the Council the higher profile. Councillor E H Andrews spoke on the methods the Council employed to communicate with the electorate.