



TORPOINT TOWN COUNCIL

NOTICE is hereby given that a meeting of Torpoint Town Council will be held on Thursday 17th February 2022 at 7.00pm in the Council Committee Room, York Road, Torpoint to which you are summoned to attend.

(An Open Forum will precede the meeting. Additionally, members of the public wishing to put a question to the Council can do so, 24 hours prior to the start of the meeting in writing to the Clerk.)

AGENDA

- 1. Apologies for absence.**
- 2. Declarations of Interest relating to matters on the Agenda.**
- 3. Planning Applications.**
None.
- 4. Cornwall Council Reports:** (one report circulated and one to follow).
- 5. Police Activity Report** (as circulated)
- 6. Minutes of the previous meeting.**
Minutes of the previous meeting held on Thursday 20th January 2022 (as circulated).
- 7. Matters arising from the minutes.**
 - a) Letter to Lamorna Park residents' (minute 173-21 refers).
 - b) Memorial bench Chapeldown Road – Mrs D Toms (minute 176-21 (a) refers).
- 8. Mayor's communications.**
- 9. Minutes of the Asset Management and Operations Committee.**
Minutes of the meeting held Thursday 27th January 2022 and to consider the recommendations in the minutes: 90-21AMOC (a) (Christmas Lights eye bolt testing), 93-21AMOC (a) (Results of tender for a 3 year Agreement for the delivery, collection and hire of Christmas Lights) and 96-21AMOC (a) (Audio Recordings Policy), (as circulated).
 - a) Local Maintenance Partnership 2022 – 23 Agreement (information as circulated).
- 10. Minutes of the Finance and Personnel Committee.**
Minutes of the meeting held Monday 1st January 2022 and to consider the recommendations in the minutes: 96-21 (c) (Budget discussions – salaries), 96-21 (d) (Council Staffing Report), 96-21F&P (d) (Application to The Local Council Award Scheme), 97-21F&P (a) (Equal Opportunities Policy), 97-21F&P (b) (Dignity at Work Policy), 97-21F&P (d) (Complaints Policy), 97-21F&P (e) (Training, Learning and Development Policy), 97-21F&P (f) (Council Lettings Policy), 97-21F&P (g) (Budget Monitoring Policy), 98-21F&P (f) (Business Risk Management Plan, Best Value Statement and Operational Financial Risk Assessment) and 101-21F &P (d) (Section 137 Grant Funding application – Kernow Connect Action for Children), (as circulated).
- 11. Minutes of the Development and Localism Committee.**
Minutes of the meeting held Thursday 3rd February 2022 and to consider the recommendations in the minutes: 119-21D&L (a) (Replacement surface underneath 'supernova', at Cambridge Field), 199-21D&L (a) (Waive Financial Regulations 11. Contracts) (as circulated).

- a) To consider any changes to the Parks Improvements plan, following the contractor site meeting.
- b) To consider the design proposal and quotation from CIA Fire and Security for the conversion of the existing tennis court gate with a LITE module (as supported by the LTA [Lawn Tennis Association]) (details to follow).

12. Report of the Systems and Procedures meeting (Due to the confidential nature of the business to be transacted, this item will be considered with the public and press excluded Public Bodies (Admission to Meetings) Act 1960 1(2))
Report of the meeting held on Monday 7th February 2022 and to consider any confidential recommendations in the report (to follow).

13. Torpoint Ferry statistics (as circulated).

14. Financial Information.
January 2022 Budget Variance (as circulated).

15. Accounts for payment.

PAYEE	Invoice No.	GROSS (£)	(VAT) (£)	NETT (£)	REASON
Wicksteed Leisure Ltd	Invoice 0000814020	274.20	45.70	228.50	Swing for Cambridge Field
Rikki Shepherd Plumbing & Heating	invoice 06022022	580.00	0.00	580.00	Supply and fit undersink water heater and sink tap
South West Hygiene	Invoice 263484	246.85	41.14	205.71	Sanitary disposal contract Unit 13 services 04.03.22 - 03.03.23 Council Chambers
FOY-AIR Enterprises Ltd T/A LittleMops	Invoice 1582	38.38	6.40	31.98	Cleaning supplies
Cornwall Council - Garage	Invoice 34190700166	58.88	9.82	49.06	Garage Rental 07.02.22 - 06.03.22
Rame Refuse	Invoice 4571	100.00	16.67	83.33	Removal of waste
Don Benson	Invoice 23	48.00	0.00	48.00	Clock winding 05.01.22 , 12.01.22 , 19.01.22 , 26.01.22
Cotswold Archaeology	Invoice 9005027	3,468.00	578.00	2,890.00	Outstanding fees for production of draft reports for heritage assessment work in support of Neighbourhood Plan.
Kathy's Fruit & Veg	Invoice 70	11.70	0.00	11.70	Café provisions
Western Web Limited	Invoice 22968	120.00	20.00	100.00	Annual renewal of web space and content management license for website
Cornwall Council - Dog Waste Bags	Invoice 8100218282	25.02	4.17	20.85	Dog Waste Bags
Cornwall Council - Dog Waste Bags	Invoice 8100218280	25.02	4.17	20.85	Dog waste bags

16. Correspondence.

- a) Discrimination in Affordable Housing allocation definitions and second letter highlighting concerns surrounding just one small Rural Exception Site in Cubert Parish - Cubert Parish Council (as circulated).
- b) Disabled access to the Tennis Courts – K Moon (as circulated).
- c) Civility and Respect Project Newsletter – NALC/SLCC (as circulated).



- d) Rame Transport Survey to look at integrated public transport run by St. Germans Transport Group – St. Germans Parish Council (as circulated).

17. Reports.

- a) Climate Emergency Report from the meeting of the Working Party group (to follow).
- b) Neighbourhood Development Plan.
- c) Torpoint Town Partnership.
- d) Town Team Project Board.
- e) Reports from delegates to outside bodies.

18. Date of next meeting.

Thursday 17th March 2022.

A handwritten signature in black ink that reads 'C F Southworth' with a horizontal line underneath.

Mrs C F Southworth Cert (HE), BA (Hons), FSLCC
Town Clerk and RFO

Friday 11th February 2022