



TORPOINT TOWN COUNCIL

NOTICE is hereby given that a meeting of Torpoint Town Council will be held on Thursday 20th June 2024 at 7.00pm in the Committee Room, 4 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.**
 - a) PA24/03781 – First floor extension to rear above existing single-storey extension. 11 Moor View, Torpoint Cornwall PL11 2LH.
<https://planning.cornwall.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=S9M7ZLFGIQ100>
- 4. Cornwall Council Reports** (both as circulated).
- 5. Police Activity Report** (report to follow).
- 6. Minutes of the previous meeting.**
 - a) Minutes of the Annual meeting held on Thursday 16th May 2024 (as circulated).
- 7. Matters arising from the minutes.**
 - a) Information to be forwarded to the External Auditor and publish Notice of Publication of Unaudited Accounts (Clerk – minute number 12-24 refers).
 - b) Write letter of congratulations to Torpoint Sea Cadets (minute number 21-24 (a) refers)
 - c) Update the Mayoral Board (minute number 21-24 (b) refers).
- 8. Mayor's communications.**
- 9. Finance and Operations Committee.**

Minutes of the meeting held on Monday 3rd June 2024 and to consider the recommendations in the minutes, to follow.
- 10. Development and Localism Committee.**

Minutes of the meeting held on Wednesday 5th June 2024, and to consider the recommendations in the minutes, to follow.
- 11. Personnel Committee**

Minutes of the meeting held on Thursday 13th June 2024, and to consider the recommendations in the minutes, to follow.

 - a) **Pursuant to Section 1(2) of the Public Bodies (Admission to meetings) Act 1960 the public and press will leave the meeting for any confidential discussions.**
- 12. Question of which notice has been given or notice of motion.**

13. Torpoint Ferry Statistics (to follow).

- a) Project to refurbish Torpoint Ferry traffic light gantries to begin mid June (as circulated).

14. Financial Information. May 2024 Budget Variance (to follow).

15. Accounts for payment.

PAYEE	Invoice /Reference No.	GROSS (£)	(VAT)(£)	NETT (£)	REASON
Cornwall Council	802715760	444.00	0.00	444.00	Library Business Rates May 2024
Cornwall Council	802311466	1,322.00	0.00	1,322.00	Council Chambers Business Rates May 2024
Cornwall Council	802923069	54.00	0.00	54.00	Tennis Courts Business Rates May 2024
Duchy Defibrillators	JN1450	228.00	38.00	190.00	Annual Monitoring Fee Costcutter
Katie Marie Martin	#TTC50Y01	25.00	0.00	25.00	Photography Services 50th Anniversary of TTC
L&L Diverse Solutions	012/2024	2,466.00	411.00	2,055.00	3.0 Days Consultancy
Cornwall Council	8100481829	1,690.69	281.78	14,408.91	Waste cleansing costs for all play areas 2024/2025
Cornish Coffee	SL86985	210.42	0.00	210.42	Library Café Supplies
Cornwall Council	8100478512	112.00	6.00	106.00	Enhanced DBS checks Library
BS Embroidery Plus	4586	535.16	89.19	445.97	Replacement Staff Uniform - Operations Team
ITEC	995907	61.69	10.28	51.41	Meter Readings Photocopier
Don Benson	51	60.00	0.00	60.00	Clock Winding St James
TOTAL		7,208.96			

16. Correspondence.

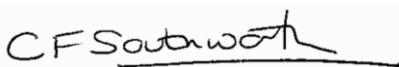
- a) Update on Operation Encompass – David and Elisabeth, Co founders of Operation Encompass (as circulated).
- b) Code of Recommended practice on local authority publicity (England) / publicity during the pre-election period (NALC) and General Election 2024 FAQs (CALC) (as circulated).
- c) Latest statistics from area from Citizens Advice Cornwall – Citizens Advice Cornwall (as circulated).
- d) Employer Newsletter – Cornwall Pension Fund (as circulated).

17. Reports.

- a) Neighbourhood Development Plan (NDP) update.
- b) Torpoint Town Partnership (TTP).
- c) Town Team Project Board (TTPB) – update, notes from meeting held Tuesday 11th June 2024 (to follow).
- d) Reports from delegates to outside bodies.
- i) Torpoint Archives & Heritage Centre – May 2024 (report as circulated).

18. Date of next meeting.

Thursday 18th July 2024.



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

Friday 14th June 2024