



TORPOINT TOWN COUNCIL

Reverend Mike Woodall led prayers before the meeting. Councillor Mrs. K Ewert and PC H Gething were in the public gallery.

MINUTES of the meeting of Torpoint Town Council held on Thursday 21st March 2024 at 7.00pm in the Council Committee Room, 4 York Road, Torpoint.

Present: - Town Mayor (Councillor G J Davis) (Chairman), Deputy Mayor (Councillor Mrs. J M Martin), Councillors Mrs. S G Bickle, Miss R A Evans BEM, Mrs. L Fellows, Mrs. C E Goodman, L E Keise, D S Phipps, Mrs. J L Reeves, C R Still, J Tivnan BEM, B A Walsh, the Town Clerk & RFO (Clerk) and Town Council Support Officer were in attendance.

	ACTION
<p>209-23 Apologies for absence: - Apologies were submitted on behalf of Councillors Mrs. K Brownhill, C R Sawyer, M G Spurling and R M Willoughby.</p>	
<p>210-23 Declarations of Interest relating to items on the Agenda: - Councillor J Tivnan BEM read the following statement: <i>"Following advice from the Democratic Services Officer within Cornwall Council I have been advised that I should abstain from voting on S137 grant funding for Torpoint Bowls club and that this should be both recorded and I named as abstaining in the Town Council minutes for the following reason:</i> <i>Having made a personal financial contribution to the work required at the Bowling Club it could possibly be construed:</i></p> <ul style="list-style-type: none"> <i>a) that by taking part in the discussion I am trying to influence fellow Councillors in their decision making.</i> <i>b) having it noted on the S137 application it could be misconstrued that as a Town Councillor I am attending a meeting with a pre-determined view which would be in non-compliance of the current Code of Conduct whereby councillors should not have any preconceived ideas prior to listening to the debate on same."</i> <p>A NRI (Non-Registerable Interest) was therefore declared by Councillor J Tivnan, regarding agenda item 9. Finance and Operations Committee minutes – (Section 137 grant award to Torpoint Lawn Bowls Club).</p>	
<p>211-23 Planning Applications: - None.</p>	
<p>212-23 Cornwall Council Reports: - The Town Mayor (Councillor G J Davis) thanked Councillor Mrs. K Ewert and Councillor J Tivnan BEM for their written reports for the Council's consideration. Councillor Ewert spoke on the matter of the accessibility of the ticket machine in Sainsbury's car park and explained this has been raised with Cornwall Council.</p>	

<p>Councillor Tivnan informed members that petitions from Tamar Crossings regarding the proposed toll increases are available to be signed in shops in the town for those who are unable to access the petition online and shared the following statement from the Joint Committee: -</p> <p><i>"The Joint Committee and the Parent Authorities continue to work with the Government to seek secure funding for the crossings and to meaningfully explore the possibility of toll abolition in a manner that addresses all of the complex issues presented in this report."</i></p> <p>Following consideration and a proposal put, it is resolved that a [hard] copy of the petition will be made available in Torpoint Library and Community Hub. It is further resolved that an advertisement regarding the petition can be placed in the upcoming council newsletter, and it <i>must</i> be accompanied by an appropriate disclaimer, explaining the town council does not endorse the contents of the advertisement.</p> <p>Members' discussed the new waste and recycling roll-out and highlighted that any residents who have not yet received their bins or updated collection information can report this online or can contact Councillors Mrs. K Ewert or J Tivnan BEM directly, as not everyone is able to use Cornwall Council's online system.</p>	Clerk
<p>213-23 Police Activity Report: -</p> <p>The Chairman (Councillor G J Davis) thanked the Devon and Cornwall Police Officer for the report. PC Gething highlighted that the rise in reports of violence without injury had been due to domestic incidents and that a 'positive action approach' had been taken. Members also learned that response stations in the town have increased from one to four and the Police have also been working closely with local schools, as has been previously discussed with the council.</p>	
<p>214-23 Minutes of the previous meeting: -</p> <p>It is resolved the minutes of the meeting held on Thursday 15th February 2024, as circulated, were taken as read, confirmed and signed by the Town Mayor (Councillor G J Davis).</p>	
<p>215-23 Matters arising from the minutes: -</p> <p>a) Trevol Business Park Enforcement Investigation Update - from resident S Corbidge:- Pursuant to minute 172-23 (c) from the December 2023 council meeting, the information as circulated is noted.</p>	
<p>216-23 Mayor's Communications: -</p> <p>The Town Mayor (Councillor G J Davis) highlighted the previous month had been quiet, but summarised the engagements / activities undertaken, which included: -</p> <p>Friday 8th March</p> <p>Attended the Torpoint Lady Singers Cabaret Evening at the Council Chambers. This was an excellent evening and thoroughly enjoyable show, where lots of money was raised for the community. This was the third Torpoint Ladies Singers' event I have attended now and they are always well supported and enjoyable, well done to all involved.</p> <p>Saturday 23rd March</p> <p>Mayor's Charity Easter Ball is coming up, thank you to all who have donated raffle prizes, all tickets for the event have sold out and it is looking like this will be a promising evening!</p>	

Tuesday 26th March

Urban Green Shoots – tree planting at Thanckes Park, from 11.00am – 1.00pm all volunteers are welcome.

Torpoint Athletic Juniors Football Club has launched a shared fundraising campaign, which is being run completely online via Spond until 31st of March, more details will be shared.

217-23 Finance and Operations Committee.

It is **resolved** that the minutes of the meeting held on Monday 4th March 2024 and the recommendations in the minutes: - 122-23F&O (a) (i) (Purchase lapel pins/badges for 50th Anniversary of Torpoint Town Council), 124-23F&O (d) (Insurance renewal for insurance portfolio from 1st April 2024 to 31st March 2025), 124-23F&O (f) (Delegate to Clerk to arrange authorisation/payment of Q4 invoice Salaries/Mayoral Allowance), 128-23F&O (g) (Section 137 grant award to Torpoint Lawn Bowls Club for coppicing of adjacent trees) and 128-23F&O (h) (Section 137 grant award to Torpoint Ramps Forum to support the development and growth of the local skate and scoot community), as circulated, are adopted.

Deputy Mayor (Councillor Mrs. J M Martin) reminded members' they will be summoned to attend the first agenda items for the next meeting of this committee.

All

The confidential minutes of the committee were taken with the public and press excluded, 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.

a) To consider the [updated] quotations for town council van renewal, due to expiry of 3-year lease with Vospers (Ford): -

Information and quotations for town council van renewal had previously been circulated and are attached to the minutes at *Appendix A*.

Following consideration it is **resolved** to progress Option 1 on Appendix A, as detailed: *Ford Lease 14th March 2024 Ford E-Transit 350 L2H2 68kWh 184ps Leader Annual mileage 5,000.*

Includes monthly maintenance payment.

VOSPERS

Includes driver aids included Pro Power onboard inverter

6 WEEKS lead time

60 months

Initial payment of 6 months rental plus VAT (£3,737.10 +VAT)

Followed by 59 payments (£622.85 + VAT)

Total Year 1 (£)	Total Year 2 (£)	Total Year 3 (£)	Total Year 4 (£)	Total Year 5 (£)	Average annual cost (£)
10,588.45	7,474.20	7,474.20	7,474.20	7,474.20	8,097.05

Additionally all ramps and mats as required to be purchased out-right at an approximate cost of £500.00 + VAT.

<p>218-23 Personnel Committee: It is resolved the minutes of the meeting held on Thursday 7th March 2024 and the recommendation in the minutes: - 31-23Pers (a) (Updated Training, Learning and Development Policy), as circulated, is adopted.</p> <p>The recommendation 31-23Pers (b) (Safeguarding Poster) was withdrawn and will be actioned accordingly.</p> <p>The Town Mayor (Councillor G J Davis) proposed, this was seconded by the Deputy Mayor (Councillor Mrs. J M Martin) and it is resolved that 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.</p>	
<p>219-23 Development and Localism Committee. It is resolved the minutes of the meeting held on Thursday 7th March 2024 and the recommendations in the minutes: - 154-23D&L (a) (Town Team Project Board - support the purchase/procurement of a Masterplan, to a maximum cost of £11,000 + VAT, at the site of the former Police Station), 154-23D&L (a) (Town Team Project Board - to waive Financial Regulations for the procurement of the Masterplan, and appoint Clifton Emery Design Ltd.), 154-23D&L (b) (ii) (Purchase bunting at a total cost of £165.88 + VAT for Fore Street), 156-23D&L (a) (Seek permission and then remove the hand rail at lower entrance of Cambridge Field), and 160-23D&L (Remove the Businesses section from the council website), as circulated, are adopted.</p> <p>Pursuant to minute 152-23D&L (b) (Fly the Union Flag for D-Day 80 celebrations), Councillor Miss R A Evans BEM explained that in her opinion she was a little disappointed that the council would not be flying the D-Day 80 celebrations 'Flag for Peace'. Councillor Evans continued that the council has chosen to fly the NHS flag in the past and considering to the towns military connections, she would not support the proposal to fly the Union Flag for the D-Day 80 celebrations in June and offered to personally fund the cost of the 'Flag for Peace' herself. Members considered the proposal put that this council purchases the 'Flag for Peace' and flies this flag for the week of D-Day 80 celebrations and following this proposal being put and seconded, it is resolved to purchase the 'Flag for Peace' and fly this flag for the week of D-Day 80 celebrations.</p>	
<p>220-23 Questions of which notice has been given or notice of motion None.</p>	
<p>221-23 Torpoint Ferry statistics The Torpoint Ferry availability statistics were noted and the Town Mayor (Councillor G J Davis) minuted thanks to the Torpoint Ferry officer for providing the statistics.</p>	
<p>222-23 Financial Information It is resolved that the February 2024 Budget Variance as circulated, is received and adopted.</p>	

223-23 Accounts for Payment

Contact Name	Invoice Number	Total	VAT	NET	Description
Clifton Emery Design Ltd	INV SI-4464	21,930.00	3,655.00	18,275.00	Feasibility Study - Community Building (2nd Payment)
Cornish Tea & Cornish Coffee Co Ltd	SL83789	120.00	0.00	120.00	Coffee Machine Rental
Clifton Emery Design Ltd	SI-4476	8,526.00	1,421.00	7,105.00	Flood Risk and Ground Conditions Report - Community Building
Duchy Defibrillators	JN1267	372.00	62.00	310.00	Annual Fees - Family Centre
Richards Builders Merchants Ltd	INV 885851	11.14	1.86	9.28	Library Maintenance
Cornwall Council	INV 8100458770	456.00	76.00	380.00	NDP Mapping
FOY-AIR Enterprises Ltd T/A LittleMops	INV 2153	139.03	23.17	115.86	Disposables Council chambers
FOY-AIR Enterprises Ltd T/A LittleMops	INV 2155	47.98	8.00	39.98	Disposables Library
Richards Builders Merchants Ltd	INV 888112	5.28	0.88	4.40	Library Maintenance
Awenek Studio	INV 1127	438.00	0.00	438.00	Provision of Community Activities - Library
CHAT	February 2024	394.01	0.00	394.01	SLA for Community Engagement - Library
L&L diverse solutions Limited	INV 005/2024	2,466.00	411.00	2,055.00	Consultancy - Vision Projects
FOY-AIR Enterprises Ltd T/A LittleMops	INV 2154	48.26	8.04	40.22	Disposables Public Conveniences
ASG Security	INV 41899	504.00	84.00	420.00	Emergency Lighting System Call Out and Repair
TOTAL		35,457.70			
XERO	CC March 2024 subscription	36.00	6.00	30.00	XERO - Monthly accounting software subscription March 2024
Adobe Systems Software Ireland Ltd	CC March 2024	16.64	0.00	16.64	Adobe Systems Software Ireland Ltd - Monthly subscription March 2024
Wolseley	CC Wolseley	14.65	2.44	12.21	Wolseley - Center Bottle P Trap CTB2:W
Booker	CC Booker	70.38	0.00	70.38	Booker - Cafe Supplies
Booker	CC Booker	93.97	15.66	78.31	Booker - Cafe Supplies
Sam's Ironing Service	CC Sam's Ironing Various	56.54	9.42	47.12	Sam's Ironing Service - Laundry tablecloths and tea towels
Clifford Motors	CC R07652	96.40	16.07	80.33	Clifford Motors - Fuel Unleaded

Lidl	CC 238797	18.74	3.12	15.62	Lidl - cafe supplies
Amazon	CC Roof Coating	134.95	22.49	112.46	Amazon - Weatherproof roof coating
Booker	CC Booker	113.70	0.00	113.70	Booker - Cafe Supplies
Booker	CC Booker	116.36	19.39	96.97	Booker - Cafe Supplies
Amazon	CC A3 Paper	11.99	2.00	9.99	Amazon - 1 x Ream A3 Paper
CO-OP GROUP 380558	CC Co-op	155.67	26.00	129.67	Library Café supplies and Newspapers
Total		935.99			
Shire Leasing PLC	DD March 2024 Quarterly Payment	267.85	44.64	223.21	Shire Leasing PLC – Rental March 2024
SSE SWALEC - Library- Elec	DD IV00354532	260.59	43.43	217.16	SSE SWALEC -Library- Elec - Electricity Supplied to the Library 10/11/23 31/01/24
SSE Southern Electric -Library Gas	DD IV00407666	372.84	62.14	310.70	SSE Southern Electric - Library Gas - Gas supplied to the library 30/11/23 30/12/23
SSE Southern Electric -Library Gas	DD IV00433434	527.21	87.87	439.34	SSE Southern Electric - Library Gas - Gas supplied to library 31/12/23 - 31/01/24
SSE Southern Electric - Chambers- Elec	DD IV00318045	1,207.18	201.20	1,005.98	SSE Southern Electric - Chambers- Elec - Electricity Supplied to the Council Chambers 02/10/23 - 20/01/24
EE	DD V02205648810	100.80	16.80	84.00	EE - Mobile Phone Contract
SSE SWALEC - Library- Elec	DD IV00487737	262.26	43.71	218.55	SSE SWALEC -Library- Elec - Library Electricity 18/01/2024-29/02/2024
Corona Energy - Chambers- Gas	DD INV 18240591	1,394.59	232.43	1,162.16	Corona Energy - Chambers- Gas - gas supplied to council chambers feb 2024 - march 2024
SSE - Cambridge Field - Elec	DD IV00505815	29.79	1.42	28.37	SSE - Cambridge Field - Elec - Electricity supplied to Cambridge field 1/12/23 - 29/02/24
SSE Southern Electric -Library Gas	DD IV00553697	421.08	70.18	350.90	SSE Southern Electric - Library Gas - Library Gas
Everflow Water	DD INV 2980735	63.63	3.96	59.67	Everflow Water - Chambers Water Rates 18/04/2024 - 17/05/2024
Everflow Water	DD INV 2980735	84.60	5.51	79.09	Everflow Water - Public Conveniences Water Rates - Water 18/04/2024 - 17/05/2024

Everflow Water	DD INV 2980735	84.60	5.51	79.09	Everflow Water - Library Water Rates 18/04/2024 - 17/05/2024
Total		5077.02			

224-23 Correspondence: -

- a) Cornwall & Isles of Scilly climate Commission – Call for Commissioners – CALC: - Noted.
- b) NALC Legal Update February 2024 – CALC: - Noted.
- c) Freedom of Information request – Number of vacant properties and number of people on your current council waiting list – K Twenebo: - Noted.
- d) Affordable Housing Newsletter – March 2024 – Cornwall Council Affordable Housing: Noted.
- e) Funding support of £4,000.00 for tennis court improvements – Devonport Royal Dockyard Sport & Social Club: -
The Town Mayor (Councillor G J Davis) minuted thanks to the Devonport Royal Dockyard Sport & Social Club for the generous donation and the Clerk was directed by members to send a letter of thanks from the Mayor.
- f) Goad Avenue - BT Public Call Box Consultation - Deadline 17 May 2024 – Cornwall Council: -
Following consideration, the Clerk is directed to respond that Torpoint Town Council supports the removal of the BT phone box at Goad Avenue.

Clerk

Clerk

225-23 Reports: -

- a) Neighbourhood Development Plan (NDP) – Following submission of the End of Grant report to Groundwork (funded by the Department of Levelling Up, Housing & Communities) to recommend to agree to return unspent funding amount claimed - £776.00.
It is **resolved** to return unspent funds of £776.00 to Groundwork (funded by the Department of Levelling Up, Housing & Communities) for the Neighbourhood Plan Grant, which had been previously received.
- b) Torpoint Town Partnership (TTP): -
The Deputy Mayor (Councillor Mrs. J M Martin) reported the TTP had virtually met on 14th March 2024, the balance in the bank account is £2,069.99, with £210.03 ring fenced towards future Christmas lights. The diary dates were reviewed and shared on social media, any updates can be emailed to the Town Council Support Officer. The next meeting is scheduled for Tuesday 9th April, at 6.00pm and will be held on MS Teams.
- The Deputy Mayor paid tribute to Mrs. Annette Evans, the former President of Torpoint and the Rame Peninsula Lions Club, who had recently died.
- c) Town Team Project Board (TTPB): -
The minutes of the TTPB meetings held on Tuesday 13th February 2024 and Wednesday 13th March 2024 were accepted. The Town Mayor (Councillor G J Davis) presented information from the minutes of the TTPB meeting held on Wednesday 13th March 2024, highlighting that a bid has been submitted for £12,500 to the Town Accelerator Fund to support the delivery of a website for two years.
Continuing, he explained for this funding application to proceed, a contribution of

Clerk

<p>£3,740 is required to be funded by the town council. Members' supported this and it is resolved the town council contributes £3,740 (from Reserves - Vision Projects), to support the delivery of a website for two years, to facilitate the work ongoing by Plymouth University to develop an initial visitor website, to bring to life the narrative of Torpoint and Antony Estate, to include the Rame Peninsula and other organisations over time. The Town Mayor concluded, adding the town council will need to look to take on the responsibility for running the website, this will need to be reviewed after four years.</p> <p>d) Reports from delegates to outside bodies.</p> <p>i) Torpoint Archives & Heritage Centre – February 2024: - The Town Mayor (Councillor G J Davis) minuted thanks to the Torpoint Archives for providing the report and the Deputy Mayor (Councillor Mrs. J M Martin) acknowledged the excellent work being undertaken by all the volunteers.</p>	
<p>226-23 Date of next meeting: - Thursday 18th April 2024.</p>	
<p>Meeting closed at 8:17pm Town Mayor</p>	

To: Philip Griffiths
 Customer/Company Name: Torpoint Town Council

Quote Date: 14/03/2024
 Valid Until: 11/04/2024

> Quote Details

Quote Number:	20847891/1A	Model Year:	24		
Fuel Type:	Electric	Transmission:	Automatic		
CO ₂ Emissions:	0	New/Used:	New		
		P11D Value	Monthly Finance Payment (ex. VAT)	Monthly Maintenance Payment (ex. VAT)	Monthly Total Payment (ex. VAT)
Ford E-Transit 350 L2H2 68kWh 184ps Leader	£60,107.00	£616.33	£21.56	£637.89	
Fitted with:					
• Custom lining	£305.00	£5.75	£0.00	£5.75	
• Navigation Center	£2,330.00	£43.94	£0.00	£43.94	
• OLEV Plug-In Grant Vans > 2500kg	-£5,000.00	-£93.96	£0.00	-£93.96	
• Pro Power Onboard	£900.00	£16.97	£0.00	£16.97	
• SF Dealer Fit Rear Camera	£650.00	£12.26	£0.00	£12.26	
Total Value	£63,337.00	£601.29	£21.56	£622.85	

The total P11D value of the Vehicle includes options, extras, manufacturer's delivery and VAT.

Total Effective Payment (applicable to cars only) is £682.98 (this assumes a 50% VAT disallowance on the Finance Rental and VAT).

> Contract Details

Payment Plan: Advance Payment of 6 month(s) rental + VAT (£3737.10 + VAT) followed by 59 payments
Total Contract Months: 60
Total Contract Mileage: 25000
Payment Profile: R
Excess Mileage: 9.71 pence per mile + VAT

> Payment Profile Types

Spread Rental (R type)

Under this arrangement you pay an advance payment equivalent to 1 or more monthly payments followed by your regular monthly payment until the end of the agreement term.

Terminal Pause (T type)

Under this arrangement you make an advance payment equivalent to 1 or more monthly payments followed by your regular monthly payments until you reach either your payment-free period or the end of your agreement as shown in the table below.

Number of Payments in advance	Payment-free period at the end of the agreement
1 in advance	0 months - payments are made until the end of the agreement
3 in advance	2 months
6 in advance	5 months
9 in advance	8 months
12 in advance	11 months

Example: 36 month agreement with 3 in advance terminal pause payment profile £200 monthly payment;
3 x £200 = £600 advance payment, followed by 33 months at £200, followed by 2 months payment-free period.

> Services Included

Maintenance Items: This quotation includes optional maintenance services. The monthly payment for this service is £21.56 + VAT = £25.87 inc VAT.

Road Fund Licence: Yes

> Terms & Conditions

Quotes All quotations are for guidance only and are subject to credit approval. ALD Automotive Limited trading as Ford Lease reserves the right to amend quotations in the event of changes to manufacturer prices, interest rates and volume related bonus. All Vehicles to be supplied by ALD Automotive Limited trading as Ford Lease approved suppliers. ALD Automotive Limited trading as Ford Lease reserve the right to amend quotations in the event of any change to VAT/RFL or any other statutory charges or taxes which may become appropriate from time to time.

CO₂ Emissions All figures provided are for guideline purposes only. Please be aware that any options added to your quotation could have an effect on the CO₂ emissions figure quoted.

P11D All figures provided are for guideline purposes only.

Business users only. Refer to the Terms & Conditions of your specific Agreement for further details.

Ford Lease is provided by ALD Automotive Limited (ALD) trading as Ford Lease, Oakwood Drive, Emersons Green, Bristol, BS16 7LB. ALD Automotive Limited trading as Ford Lease, company registration number 00987418, is registered in England and Wales and is authorised and regulated by the Financial Conduct Authority (FRN.308101). Ford Lease is a product solution provided for Vospers (Exeter) Commercials - 81201AA by ALD and there is a commercial arrangement between Vospers (Exeter) Commercials - 81201AA and ALD as a result. You should be aware that Vospers (Exeter) Commercials - 81201AA is acting as a credit broker and not a Finance Provider, and that they may receive a payment for this activity should you wish to proceed with an agreement. Please ask Vospers (Exeter) Commercials - 81201AA for more information about any of this. You should carefully consider the suitability of any offer of finance before entering into any financial agreement.

Treating Customers Fairly

The values Commitment, Responsibility, Innovation and Team Spirit provide a framework and clear focus to embrace our ethos, to treat all our customers fairly and with respect. This is embedded into the day-to-day activities and practices of all our employees. If at any time you feel that we have failed to live up to our ethos, please contact us.

To: Philip Griffiths
 Customer/Company Name: Torpoint Town Council
 Quote Date: 13/03/2024
 Valid Until: 10/04/2024

> **Quote Details**

Quote Number: 20848067/1A
 Fuel Type: Electric
 CO₂ Emissions: 0
 Model Year: 24
 Transmission: Automatic
 New/Used: New

	P11D Value	Monthly Finance Payment (ex. VAT)	Monthly Maintenance Payment (ex. VAT)	Monthly Total Payment (ex. VAT)
Ford E-Transit 350 L2H2 68kWh 184ps Trend	£63,289.00	£656.92	£21.56	£678.48
Fitted with:				
• Custom lining	£305.00	£5.75	£0.00	£5.75
• OLEV Plug-In Grant Vans > 2500kg	-£5,000.00	-£93.96	£0.00	-£93.96
• SF Rear Camera DF	£650.00	£12.26	£0.00	£12.26
Total Value	£63,289.00	£580.97	£21.56	£602.53

The total P11D value of the Vehicle includes options, extras, manufacturer's delivery and VAT.

Total Effective Payment (applicable to cars only) is £660.62 (this assumes a 50% VAT disallowance on the Finance Rental and VAT).

> **Contract Details**

Payment Plan: Advance Payment of 6 month(s) rental + VAT (£3615.18 + VAT) followed by 59 payments
 Total Contract Months: 60
 Total Contract Mileage: 25000
 Payment Profile: R
 Excess Mileage: 9.42 pence per mile + VAT

> Payment Profile Types

Spread Rental (R type)

Under this arrangement you pay an advance payment equivalent to 1 or more monthly payments followed by your regular monthly payment until the end of the agreement term.

Terminal Pause (T type)

Under this arrangement you make an advance payment equivalent to 1 or more monthly payments followed by your regular monthly payments until you reach either your payment-free period or the end of your agreement as shown in the table below.

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6 in advance	5 months
9 in advance	8 months
12 in advance	11 months

Example: 36 month agreement with 3 in advance terminal pause payment profile £200 monthly payment;
3 x £200 = £600 advance payment, followed by 33 months at £200, followed by 2 months payment-free period.

> Services Included

Maintenance Items: This quotation includes optional maintenance services. The monthly payment for this service is £21.56 + VAT = £25.87 inc VAT.

Road Fund Licence: Yes

> Terms & Conditions

Quotes

All quotations are for guidance only and are subject to credit approval. ALD Automotive Limited trading as Ford Lease reserves the right to amend quotations in the event of changes to manufacturer prices, interest rates and volume related bonus. All Vehicles to be supplied by ALD Automotive Limited trading as Ford Lease approved suppliers. ALD Automotive Limited trading as Ford Lease reserve the right to amend quotations in the event of any change to VAT/RFL or any other statutory charges or taxes which may become appropriate from time to time.

CO₂ Emissions

All figures provided are for guideline purposes only. Please be aware that any options added to your quotation could have an effect on the CO₂ emissions figure quoted.

P11D

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To: Phillip Griffiths
Customer: Torpoint Town Council

Finance Provider: ALD Automotive Limited trading as Ford Lease
Dealer/Broker Tel No.: 01629755522
Print Date: 05/03/2024
Quote Date: 05/03/24
Valid Until: 02/04/2024

Quote Ref: 20739139/1B

Vehicle Description	Agreement Type	Duration of Hire	Annual Mileage	New/Used
Ford E-Transit 350 L3H2 68kWh 184ps Trend	Ford Contract Hire (With Maintenance)	60 months	5000 miles	New
CO ₂ :	0	WLTP - CO2 Emission Weighted Combined		

	P11D Value	Monthly Finance Payment (ex. VAT)	Monthly Maintenance Payment (ex. VAT)	Monthly Total Payment (ex. VAT)
Ford E-Transit 350 L3H2 68kWh 184ps Trend	£63,379.00	£663.33	£21.56	£684.89
Fitted with:				
• OLEV Plug-In Grant Vans > 2500kg	-£5,000.00	-£93.87	£0.00	-£93.87
• Ply Lining DSIV2	£200.00	£3.77	£0.00	£3.77
• Steel Spare Wheel	£180.00	£3.39	£0.00	£3.39
Total Value	£63,559.00	£576.62	£21.56	£598.18
The total P11D value of the Vehicle includes options, extras, manufacturer's delivery.		Total Effective Rental (applicable to cars only) is £655.84 (this assumes a 50% VAT disallowance on the Finance Rental and VAT).		
Initial Payment of 6 months(s) rental + VAT (£3,589.08 + VAT) followed by 59 payments.		Ford Contract Hire (With Maintenance) Excess Mileage: 9.67p + VAT (pence per mile)		

Ford Lease is provided by ALD Automotive Limited (ALD) trading as Ford Lease, Oakwood Drive, Emersons Green, Bristol, BS16 7LB. ALD Automotive Limited trading as Ford Lease, company registration number 00987418, is registered in England and Wales and is authorised and regulated by the Financial Conduct Authority (FRN.308101). Ford Lease is a product solution provided for TrustFord (Stockport) Commercial - 62134DA by ALD and there is a commercial arrangement between TrustFord (Stockport) Commercial - 62134DA and ALD as a result. You should be aware that TrustFord (Stockport) Commercial - 62134DA is acting as a credit broker and not a Finance Provider, and that they may receive a payment for this activity should you wish to proceed with an agreement. Please ask TrustFord (Stockport) Commercial - 62134DA for more information about any of this. You should carefully consider the suitability of any offer of finance before entering into any financial agreement.

To: Phillip Griffiths
Customer: Torpoint Town Council

Finance Provider: ALD Automotive Limited trading as Ford Lease
Dealer/Broker Tel No.: 01629755522
Print Date: 05/03/2024
Quote Date: 05/03/24
Valid Until: 02/04/2024

Quote Ref: 20739139/1A

Vehicle Description	Agreement Type	Duration of Hire	Annual Mileage	New/Used
Ford E-Transit 350 L3H2 68kWh 184ps Trend	Ford Contract Hire (With Maintenance)	48 months	5000 miles	New
CO₂:	0 WLTP - CO2 Emission Weighted Combined			

	P11D Value	Monthly Finance Payment (ex. VAT)	Monthly Maintenance Payment (ex. VAT)	Monthly Total Payment (ex. VAT)
Ford E-Transit 350 L3H2 68kWh 184ps Trend	£63,379.00	£734.98	£20.07	£755.05
Fitted with:				
• OLEV Plug-In Grant Vans > 2500kg	-£5,000.00	-£110.84	£0.00	-£110.84
• Ply Lining DSIV2	£200.00	£4.45	£0.00	£4.45
• Steel Spare Wheel	£180.00	£4.00	£0.00	£4.00
Total Value	£63,559.00	£632.59	£20.07	£652.66
The total P11D value of the Vehicle includes options, extras, manufacturer's delivery.		Total Effective Rental (applicable to cars only) is £715.92 (this assumes a 50% VAT disallowance on the Finance Rental and VAT).		
		Ford Contract Hire (With Maintenance)		
Initial Payment of 6 months(s) rental + VAT (£3,915.96 + VAT) followed by 47 payments.		Excess Mileage: 9.67p + VAT (pence per mile)		

Ford Lease is provided by ALD Automotive Limited (ALD) trading as Ford Lease, Oakwood Drive, Emersons Green, Bristol, BS16 7LB. ALD Automotive Limited trading as Ford Lease, company registration number 00987418, is registered in England and Wales and is authorised and regulated by the Financial Conduct Authority (FRN.308101). Ford Lease is a product solution provided for TrustFord (Stockport) Commercial - 62134DA by ALD and there is a commercial arrangement between TrustFord (Stockport) Commercial - 62134DA and ALD as a result. You should be aware that TrustFord (Stockport) Commercial - 62134DA is acting as a credit broker and not a Finance Provider, and that they may receive a payment for this activity should you wish to proceed with an agreement. Please ask TrustFord (Stockport) Commercial - 62134DA for more information about any of this. You should carefully consider the suitability of any offer of finance before entering into any financial agreement.

> **Quotations**

All quote figures provided are for guidance only. We reserve the right to amend quotations and orders in the event of any changes in the rate, incidence or method of calculation or charging of VAT (value added tax) and Vehicle Excise Duty (VED)/Road Tax. We further reserve the right to amend quotations and orders in the event of any increase in the cost of the vehicle to us, whether due to import tariffs, other statutory charges, taxes, VED based on CO₂ emissions, manufacturer price increases, changes to interest rates, manufacturer discounts, volume related bonuses, or any government grant that may apply. All Vehicles to be supplied by our approved suppliers. Please be aware that Manufacturer lead times on factory ordered vehicles can vary significantly. All quotations are subject to credit approval.

For finance lease quotations (for both with or without balloon variants), these quotations only include the first year's vehicle excise duty (VED) and we do not offer maintenance services with this product. It is therefore your responsibility to arrange and pay for all future vehicle excise duty, servicing, maintenance and repairs in accordance with the Manufacturer's recommendations and the Terms & Conditions of the agreement. For contract hire quotations (for both with or without maintenance variations), these quotations include costs for vehicle excise duty (VED) for the duration of the agreement term. It is your responsibility to arrange and pay for (where costs are not included within the agreement); servicing, maintenance and repairs in accordance with the Manufacturer's recommendations and the Terms & Conditions of the agreement.

The CO₂ figure provided may be inaccurate due to the change from NEDC testing to WLTP. For more information on the change see <https://www.wltpfacts.eu/>. We will update you with a more accurate figure as soon as we are able to. If the CO₂ figure changes, the VED and any Benefit in Kind (BIK) tax payable in respect of the vehicle may also change. Any change to the VED will impact your monthly rentals.

> **Payment Profile Types**

Spread Rental (R type)

Under this arrangement you pay an advance payment equivalent to 1 or more monthly payments followed by your regular monthly payment until the end of the agreement term.

Terminal Pause (T type)

Under this arrangement you make an advance payment equivalent to 1 or more monthly payments followed by your regular monthly payments until you reach either your payment-free period or the end of your agreement as shown in the table below.

Number of Payments in advance	Payment-free period at the end of the agreement
1 in advance	0 months - payments are made until the end of the agreement
3 in advance	2 months
6 in advance	5 months
9 in advance	8 months
12 in advance	11 months

Example: 36 month agreement with 3 in advance terminal pause payment profile £200 monthly payment;
 3 x £200 = £600 advance payment, followed by 33 months at £200, followed by 2 months payment-free period.

Treating Customers Fairly

The values Commitment, Responsibility, Innovation and Team Spirit provide a framework and clear focus to embrace our ethos, to treat all our customers fairly and with respect. This is embedded into the day-to-day activities and practices of all our employees. If at any time you feel that we have failed to live up to our ethos, please contact us.

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From: opsman@torpointtowncouncil.gov.uk
Sent: 06 March 2024 10:07
To: 'Rustigini, Joseph'
Subject: RE: E-Transit

Good Morning Joe.

We have had a quote for a vehicle with reversing camera from an other supplier, please could you check the availability of this, the information we have on their quote is

- Custom lining
- Delivery Assist Package
- Dual Power Folding Heated Signal Mirror
- Load Compartment Light
- OLEV Plug-In Grant Vans > 2500kg

Kind regards

Phil

From: Rustigini, Joseph <Joseph.Rustigini@TrustFord.co.uk>
Sent: 05 March 2024 14:49
To: opsman@torpointtowncouncil.gov.uk
Subject: E-Transit

Hi Phillip

I've attached a quote on an E-transit l3h2 Trend which will give you the folding mirrors you require, it wont have reverse camera but will have front and rear parking sensors

The price you've seen advertised is based on stock vehicles which ford has given us an extra amount of discount on and i have quoted you on the cheapest one we have available with the spec your looking for

Please let me know if you have any questions

Kind regards

Joe Rustigini

Commercial Vehicle Sales

TrustFord – We drive the standard in customer care

trustford.co.uk

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opsman@torpointtowncouncil.gov.uk

From: LeaseLoco <hello@e.lease loco.com>
Sent: 05 March 2024 11:39
To: opsman@torpointtowncouncil.gov.uk
Subject: Your Ford E-Transit 350 L2 enquiry



Great news Philip,
That's your enquiry sent!



Ford E-Transit 350 L2

TrustFord will be in touch shortly to process your enquiry



5000

Miles per
annum

£2875.38

initial payment
(incl. broker fee)

£479.23 ex. VAT

Monthly
payment

Vehicle details

Ford E-Transit 350 L2
135kW 68kWh H2 Leader Van Auto
Electric | Automatic | Rear Wheel Drive

[Vehicle details](#)

TrustFord

Lease provider

[Show enquiry details](#)



Rated 'Excellent'

LeaseLoco

Leaseloco,
33 Arx Technology Centre, James Watt, Avenue,
Glasgow G75 0QD

BVRLA | **SOLERA** | cap hpi

LeaseLoco Ltd is authorised and regulated by the Financial Conduct Authority in relation to consumer credit. Our FCA number is 841366. We introduce you to businesses who act as credit brokers and may introduce you to companies offering contract hire. LeaseLoco Ltd is registered in Scotland (SC582183), address: 33 Arx Technology Centre, James Watt Avenue, Glasgow G75 0QD, Data protection number: ZA336288, VAT Number: 304164344.

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opsman@torpointtowncouncil.gov.uk

From: enquiries@selectcarleasing.co.uk on behalf of Select Van Leasing
<enquiries@selectcarleasing.co.uk>
Sent: 05 March 2024 11:33
To: opsman@torpointtowncouncil.gov.uk
Subject: Thank you for your enquiry – Select Van Leasing



Hi Philip

Thank you for enquiring with Select Van Leasing, the UK's largest and most trusted van leasing company.

We sincerely value your enquiry and one of our expert leasing consultants will be in contact by phone or email within two working hours or at your preferred time.

In the meantime, if you have any questions please feel free to [review our FAQs](#).

Ford Transit Large Van

[E- 350 L3 RWD 135kW 68kWh H2 Trend Van Auto \[2024.75\]](#)



Monthly payment ex VAT

£672.13

Initial payment: **£4032.78**

48 month contract

5,000 annual miles

Options:

- Paint - Solid: Solid - Frozen white
- Packs: Load area protection kit - Transit
- Packs: Ultimate Pack 2 with active park - Transit



Don't just take our word for it. We're rated at 4.9/5 on independent reviews website Trustpilot from over [35,150 genuine customer reviews](#)



[Read our Ford Transit Large Van review](#)

The most popular van on the market transforms into the finest van on the market, electric or otherwise.

[View our review](#)

SELECTCAR
REVIEW SCORE
★★★★★4.8

7

opsman@torpointtowncouncil.gov.uk

From: Jack Johnston <Jack.Johnston@northgate.co.uk>
Sent: 06 March 2024 14:13
To: opsman@torpointtowncouncil.gov.uk
Subject: ***SPAM*** RE: ***SPAM*** RE: TORPOINT TOWN COUNCIL - NVH Customer Application Form All Products

Hi Phil,

I can send off for costs from Ford and Mercedes, they may have the same timescales however.

I'll submit some requests now and see what they come back with for you. – this should only take a day or so.

Kind regards,

Jack Johnston
Fleet Consultant
UK Head Office
Northgate Vehicle Hire

Tel: 01325 734 387

Email: Jack.Johnston@northgate.co.uk

Website: northgatevehiclehire.co.uk

NORTHGATE
for all vankind



DRIVER SUPPORT - To book service, maintenance and repair T: 03330 146 617 - Option 3 | e:

schedulingcompliance@northgate.co.uk

DAMAGE AND RECHARGE - Vehicle repair & recharge management T: 03330 146 648 - Option 1 | e:

incident.management@northgate.co.uk

CREDIT CONTROL - Invoicing and payments T: 03330 146 617 - Option 4 | e: ar@northgatevehiclehire.co.uk

INVOICE QUERY HANDLING - Invoice query investigation and resolution T: 03330 146 617 - Option 4 | e:

invoicequeries@northgatevehiclehire.co.uk

FINES - Administration of fines for parking, speeding etc. T: 03330 146 649 - Option 1 | e: fines@northgate.co.uk

NORTHGATE BRANCH FINDER - <http://www.northgatevehiclehire.co.uk/our-branches>

From: opsman@torpointtowncouncil.gov.uk <opsman@torpointtowncouncil.gov.uk>

Sent: Wednesday, March 6, 2024 2:05 PM

To: Jack Johnston <Jack.Johnston@northgate.co.uk>

Subject: RE: ***SPAM*** RE: TORPOINT TOWN COUNCIL - NVH Customer Application Form All Products

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Thanks Jack,

The Vito is too small for us. Could you supply an Electric Sprinter?

Kind regards

Phil

From: Jack Johnston <Jack.Johnston@northgate.co.uk>

Sent: 06 March 2024 09:25

To: opsman@torpointtowncouncil.gov.uk

Subject: ***SPAM*** RE: TORPOINT TOWN COUNCIL - NVH Customer Application Form All Products

Hi Phil,

Not to worry, I hope you're well.

In regards to the below, we don't stock the Ford E-Transit 350 L2H2 68kWh 184ps unfortunately – I can submit a request to the manufacturer for the price however the lead times are rather extreme – it's roughly 10-12 months.

However we do stock a close similar model, the only difference being a slightly smaller roof – The Mercedes E-Vito, I have included a link below so you can see the dimensions.

<https://www.northgatevehiclehire.co.uk/vehicle-finder/vehicle/mercedes-benz-e-vito-van-l2-progressive-66kwh-battery-capacity>

I have included a cost on page 6.

Kind regards,

Jack Johnston

Fleet Consultant

UK Head Office

Northgate Vehicle Hire

Tel: 01325 734 387

Email: Jack.Johnston@northgate.co.uk

Website: northgatevehiclehire.co.uk

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DRIVER SUPPORT - To book service, maintenance and repair T: 03330 146 617 - Option 3 | e: schedulingcompliance@northgate.co.uk

DAMAGE AND RECHARGE - Vehicle repair & recharge management T: 03330 146 648 - Option 1 | e: incident.management@northgate.co.uk

CREDIT CONTROL - Invoicing and payments T: 03330 146 617 - Option 4 | e: ar@northgatevehiclehire.co.uk

INVOICE QUERY HANDLING - Invoice query investigation and resolution T: 03330 146 617 - Option 4 | e: invoicequeries@northgatevehiclehire.co.uk

FINES - Administration of fines for parking, speeding etc. T: 03330 146 649 - Option 1 | e: fines@northgate.co.uk

NORTHGATE BRANCH FINDER - <http://www.northgatevehiclehire.co.uk/our-branches>

From: opsman@torpointtowncouncil.gov.uk <opsman@torpointtowncouncil.gov.uk>

Sent: Tuesday, March 5, 2024 10:53 AM

To: Jack Johnston <Jack.Johnston@northgate.co.uk>

Subject: RE: TORPOINT TOWN COUNCIL - NVH Customer Application Form All Products

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Apologies Jack for some reason your email was in my spam folder.

Our preferred option is

Ford E-Transit 350 L2H2 68kWh 184ps, with Electric fold in mirrors and reversing camera in white. These driving aids have been invaluable in some of the small lanes we have to drive down here in Cornwall.

This is as we have had good reliability with our previous ford vehicle. But would be open to consider something of a similar size.

Our millage would be in the region of 5000 miles per annum, and preferably now over 4 or even 5 years.

Kind regards

Phil

From: Jack Johnston <Jack.Johnston@northgate.co.uk>

Sent: 20 February 2024 15:33

To: opsman@torpointtowncouncil.gov.uk

Subject: ***SPAM*** RE: TORPOINT TOWN COUNCIL - NVH Customer Application Form All Products

Hi Phil,

I hope you're well.

Not to worry, I'll get some up to date prices sent over.

Are you still looking for an Electric SWB vehicle over three years, 10,000 miles per annum?

Kind regards,

Jack Johnston

Fleet Consultant

UK Head Office

Northgate Vehicle Hire

Tel: 01325 734 387

Email: Jack.Johnston@northgate.co.uk

Website: northgatevehiclehire.co.uk



DRIVER SUPPORT - To book service, maintenance and repair T: 03330 146 617 - Option 3 | e: schedulingcompliance@northgate.co.uk

DAMAGE AND RECHARGE - Vehicle repair & recharge management T: 03330 146 648 - Option 1 | e: incident.management@northgate.co.uk

CREDIT CONTROL - Invoicing and payments T: 03330 146 617 - Option 4 | e: ar@northgatevehiclehire.co.uk

INVOICE QUERY HANDLING - Invoice query investigation and resolution T: 03330 146 617 - Option 4 | e: invoicequeries@northgatevehiclehire.co.uk

FINES - Administration of fines for parking, speeding etc. T: 03330 146 649 - Option 1 | e: fines@northgate.co.uk

NORTHGATE BRANCH FINDER - <http://www.northgatevehiclehire.co.uk/our-branches>

From: opsman@torpointtowncouncil.gov.uk <opsman@torpointtowncouncil.gov.uk>

Sent: Tuesday, February 20, 2024 9:07 AM

To: Jack Johnston <Jack.Johnston@northgate.co.uk>

Subject: TORPOINT TOWN COUNCIL - NVH Customer Application Form All Products

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Good Morning Jack,

Please could I get an updated cost now we are closer to the new financial year. Unfortunately I have had a computer glitch and have been unable to find the original paperwork also.

Kind regards

Phil

From: Jack Johnston <Jack.Johnston@northgate.co.uk>

Sent: 07 September 2023 16:47

To: "Philip Griffiths" <opsman@torpointtowncouncil.gov.uk>

Subject: ***SPAM*** TORPOINT TOWN COUNCIL - NVH Customer Application Form All Products

Importance: High

FOR ALL VANKIND



Hi Phillip,

Thank you for your time today.

Following on your recent enquiry, please see attached quotation and application forms.

Please note the attached daily prices cover the following for the whole duration of your time with Northgate, Nationwide;

- All Maintenance, Management and Servicing
- Fully inclusive wear and tear package (this covers tyres, brake pads, brake discs etc.)
- Road Tax & MOT
- 24/7 RAC Breakdown Cover
- Replacement Vehicles (Subject to Availability)
- Dedicated account manager
- FREE Fuel card provided by WEX: [Esso Card™ Fuel Card | Northgate Vehicle Hire](#)
- Optional tracking system that can save on insurance premiums, <https://www.northgatevehiclehire.co.uk/hire-options/telematics>

If you have any questions regarding the above please feel free to get in touch.

Or if you are happy to proceed please print sign and return the attached document via email and I will endeavour to open your Northgate account within 1-2 working days.

Kind regards,

Jack Johnston

Fleet Consultant

UK Head Office

Northgate Vehicle Hire

Tel: 01325 734 387

Email: Jack.Johnston@northgate.co.uk

Website: northgatevehiclehire.co.uk

SERIES RANGE



LEADER	
Wide Body-side Grey Moulding	BMBBK
Black Dual Manual Signal Mirrors (for N1 Series)	BSHBW
Dual Power Heated Signal Mirrors (for N2 Series and for BEV)	BSHJU
Daytime Running Lamps	JBCAB
High Mounted Stop Lamp	JDDAB
Electric Windshield Defroster (for Diesel N2 Series: for BEV)	B3MAB
Medium Roof Line (for L2 and L3 Series)	A1FAE
High Roof Line (for L4 Series)	A1FAC
Automatic Air Conditioner (for BEV)	AC-C
Multi Function Display - 4" (for N2 Series)	HJGAL
Multi Function Display - 12" (for BEV)	HJGAX
Metal Bulkhead	A6ABB
Mechanical Parking Brake (except BEV)	FAJAB
Electric Parking Brake (for BEV)	FAJAC
ESP and HLA	FEAAQ
3 Phase Charge Cord (for BEV)	HTSAG
Keyless Start (for BEV)	CBGAJ
Kebside Side Load Doors	A4LAB

TREND	
Additional to Leader	
Automatic Air Conditioner	AC-C
Multi Function Display - 12"	HJGAX
Molded Load Floor Liner (for BEV)	BDIAJ
Collision Mitigation System	FBFAB
Lane Departure Warning	HLEAC
Lane Keeping Aid (excl AWD)	HLNAB
Cruise Control	GTDAB
Full Wheel Covers (for SRW Vehicles)	D5AAB
Front Parking Aid	HNLAB
Reverse Parking Aid	HNKAB
Keyless Start	CBGAJ
Locking Lid Glove Box	B5LAB
Driver Assistance Package #9	DBCAM
Rear Splash Guards	A1KAB
Dual Power Heated Signal Mirrors	BSHJU
Front Fog Lamps	JBKAB
Electric Windshield Defroster	B3MAB
Automatic Windshield Wiper	CFFAE

TRAIL	
Additional to Trend	
FORD Grille	—
Seat Pack 18A (contains Dual Passenger Seat)	BVFBG
16" Alloy Wheel 10-Spoke	D2XBR
AWD Vehicles (excl FWD)	EKGAB
mLSD - Limited Slip Front Axle (for FWD Vehicles)	EKGAC

LIMITED	
Additional to Trend	
Driver Assistance Package #10	DEGCAN
Chrome Grille	—
Front Bumper Painted Bodycolor	CLFKG
Dual Power Heated Signal Mirrors with Power Fold	BSHJU
High Intensity Discharge Headlamp	JBBAC
Static Bending Headlamps	JBDAR
Center High-Mounted LED Downlight	BEBAB
Digital Rear View Mirror	BSBA3
Load Compartment Light - LED Rail	JCMAE
Leather Gear Shift Knob	CAEAB
6.5 x 16" Alloy Wheels for SRW 350E Series: for 310M, 350M and 350L	D2XD7
Locking Wheel Lug Nut	D5EAD
Fixed Rear View Camera	J3KAB