



TORPOINT TOWN COUNCIL

Reverend Jo Northey led prayers before the meeting.

MINUTES of the meeting of Torpoint Town Council held on Thursday 17th October 2024 at 7.00pm in the Committee Room, 4 York Road, Torpoint.

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

Representatives from Torpoint Environmental Action – T.E.A group gave a brief presentation to the town council, starting at 7.00pm.

	ACTION
<p>94-24 Suspension of Standing Orders: - It was resolved to suspend standing orders, to allow representatives from Torpoint Environmental Action – T.E.A group to give a brief presentation. Standing orders resumed at 7.15pm.</p>	
<p>95-24 Apologies for absence: - Apologies for absence were submitted on behalf of Councillors M J Spurling, B A Walsh and R M Willoughby, also Councillor Mrs. K Ewert.</p>	
<p>96-24 Declarations of Interest relating to matters on the Agenda: - None.</p>	
<p>97-24 Planning Applications: - a) PA24/05486 – Construction of new dwelling - Land West of 17 Moor View, Moor View, Torpoint. Following discussion, it is resolved there are no observations or objections.</p>	Clerk
<p>98-24 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 Tivnan highlighted that following the ongoing issues with the footpath to the rear of Sydney Road, he had recently been advised that the works have started and fencing is beginning to be installed. Councillor Tivnan also updated members that the planned works in Belle Vue Square are due to start in November. Works in Albion Court are due to be completed by the end of this month.</p> <p>Councillor Tivnan, who had previously expressed his displeasure about not being able to hand in 2025 Election papers at a ‘local pop up venue’, detailed corresponding further on the matter with the CEO of Cornwall Council. He explained an alternative solution which has been offered by Cornwall Council, this will enable applications to be submitted on behalf of another applicant [in a sealed envelope]. With this in mind Councillor Tivnan offered to provide this service for and on behalf of residents, should it be required.</p> <p>The Town Mayor (Councillor G J Davis) asked Councillor Tivnan about the recent Tamar Bridge and Torpoint Ferry consultation meeting, held in Plymouth, a concise summary of the day was provided. Following a question put by Councillor C R Sawyer, Councillor Tivnan responded that he is the [Cornwall] Councillor responsible for a property in King Street, highlighting he is aware of the circumstances around the ownership of the wall at</p>	

<p>this location.</p> <p>Councillor Tivnan explained having had several queries around the recent speed limit changes in the town and highlighted that at the top half of Carbeile Road, off the A374, the speed limit has stayed the same (30MPH), however, half-way down it reduces to 20MPH. Councillor Tivnan is unable to explain the [Highways] reason behind these changes in Carbeile Road.</p>	
<p>99-24 Police Activity Newsletter and Report: - The monthly crime statistics report was noted, along with the latest Newsletter. PC Gething had given her apologies and was unable to attend. Following the question put last month about "Other Offences", which had increased from 3 to 8, the Clerk shared a statement from PC Gething. "The majority of the 'other crimes' were either malicious communications (unpleasant text messages and letters) and animal related incidents, there were a few dogs out of control, all of which have now been dealt with. There were also a couple of drink drivers, this also comes under the 'other crimes' categories, these were arrested and dealt with at the time."</p> <p>Councillor J Tivnan BEM highlighted, having received an invitation to attend a 10 year celebration event, that Tri Service Safety Officers had been in post in the county for 10 years, with Tri Service Safety Officer Megan Buckley recently starting in Torpoint.</p>	
<p>100-24 Minutes of the previous meeting: - a) Minutes of the meeting held on Thursday 19th September 2024, as circulated, are adopted, with the Clerk to include Councillor C R Sawyer as an attendee.</p>	Clerk
<p>101-24 Matters arising from the minutes: - None.</p>	
<p>102-24 Mayor's communications: - The Town Mayor (Councillor G J Davis) summarised events recently undertaken. The Town Mayor presented the newly refurbished Civic Chain to members and explained how lovely and important it has been to learn the history in greater detail and restore this piece of important regalia to its former glory.</p> <p>On Friday 27th September - attended the Torpoint Lady Singers & Plymouth Area Police Choir concert in Torpoint. This was, as usual a wonderful evening. Unfortunately, the Plymouth Area Police Choir will be coming to an end this year with their last performance in Plymouth in December after running for many years.</p> <p>On Sunday 28th September a memorial parade was organised by members of the St. John Ambulance in memory of Roger Cook. There was a large turnout, appropriate to honour his years of service and dedication to both St. John Ambulance and the town of Torpoint. Thank you to all involved in the organisation of this event.</p> <p>Volunteered an evening with the Plymouth Soup Run, not in the capacity of Mayor of Torpoint. However, it is important to share that during this evening it was apparent that an essential and invaluable service is being provided seven nights a week by a team of volunteers and should anyone be interested in volunteering, they are always in need of assistance.</p> <p>I will not be attending the Torpoint Remembrance observations on Sunday 10th November. Deputy Town Mayor Councillor Mrs. K Brownhill will lay the Town Council wreath and Councillor Mrs. J M Martin will representing the town at Horson Cemetery, with HMS RALEIGH.</p>	

<p>I will be attending Torpoint Nursery and Infant School Remembrance service on Friday 8th November, all Councillors are invited to attend. I will be laying the Town Council wreath on Armistice Day at Sparrow Park on Monday 11th November.</p> <p>There has an invitation extended to the Clerk and I to attend a Mayors/Clerks meeting (in Redruth) regarding devolution, which we were unable to attend. Following this meeting there has been further discussion at the CALC Larger Councils Committee meeting held today and it is understood, shortly, I will bring some information to this council for consideration. [The Clerk added that at the CALC meeting held today it has been agreed to try to arrange a meeting of all the county MP's.]</p> <p>An Extraordinary council meeting is being called for Tuesday 22nd October 2024, start time 7.45pm.</p>	
<p>103-24 Finance and Operations Committee.</p> <p>It is resolved the minutes of the meeting held on Monday 30th September and the recommendation in the minutes: - 71-24F&O (d) To provide support to the 2nd Torpoint Sea Scouts, as requested, for the fireworks event being planned for Friday 1st November 2024, in Thanckes Park, is adopted.</p> <p>Pursuant to minute 64-24F&O regarding the safe storage of the Civic Chain of Office, Councillor Mrs. J M Martin sought the indulgence of the Town Mayor to present an item for consideration, as a matter of urgency. The Clerk [and Operations Manager] had detailed a quotation, as recommended by the council's insurers, giving a discount of 15%, for the purchase and installation of a safe for the storage of the Mayoral Civic Chain of Office.</p> <p>The Clerk explained that due to the urgency of the purchase, as the increased insurance valuation was only in place until the end of October 2024, only one quotation had been sought and therefore due to the value of the quote, standing orders would need to be waived.</p> <p>The Clerk presented the quotation, which includes the discount applied, from Insafe International Limited, at a cost of £4,490 (plus VAT) for supply and installation of a Proguard Grade 3 Size 150 Safe. Due to one quotation only being supplied, it is resolved to waive Financial Regulations for this purchase: -</p> <ul style="list-style-type: none"> i) On the recommendation of the supplier from the council's insurer, ii) For expediency. <p>It is resolved to proceed with the purchase, of the safe for storage of the Mayoral Chain of Office, as detailed above.</p> <p>It is further resolved to agree payment of the additional insurance premium which will be added to the sum insured, the premium up to the renewal date is £1,231.80 including Insurance Premium Tax. However, as the council has now agreed to fund the safe as recommended, the council's insurer will refund half of the additional premium as a Bursary to pay for the safe. Therefore, the council's contribution will be £615.90.</p> <p>Councillor Mrs. J M Martin highlighted that the next meeting of this committee would be on Thursday 7th November 2024, this will be an initial budget setting meeting, to which all members will be summoned to attend.</p>	<p>Clerk</p> <p>Clerk</p>
<p>104-24 Development and Localism Committee.</p> <p>It is resolved the minutes of the meeting held on Thursday 3rd October 2024, and the recommendation in the minutes: - 83-24D&L (a) To adopt the updated Climate Emergency</p>	

Action Plan, is adopted.						
Pursuant to minute 84-24D&L (a) Update on the accessible play equipment project, Councillor Mrs. L Fellows thanked Councillor J Tivnan BEM, in his capacity as Cornwall Councillor, for the £400.00 Community Chest donation made towards the purchase of accessible play equipment. Councillor Fellows added, a grant application had also been made to the Wooden Spoon Foundation, a decision is currently awaited and if the application is successful the town council would be asked to become a Foundation Member of the charity.						
105-24 Meeting Schedule 2025. To note the meeting schedule for 2025, one correction as the date 31 st June 2025 does not exist.						Clerk
106-24 Question of which notice has been given or notice of motion: - None.						
107-24 Torpoint Ferry Statistics: - The Town Mayor (Councillor G J Davis) thanked the Torpoint Ferry staff for the report. a) Faster card readers at Tamar Bridge reduce transaction times and speed up journeys: - Noted. b) Public Local Inquiry into application to revise tolls on the Tamar Bridge and Torpoint Ferry to begin on Tuesday, 15 October: - Noted.						
108-24 Financial Information: - It is resolved that the September 2024 Budget Variance as circulated, is received and adopted.						
109-24 Accounts for Payment: -						
Contact Name	Invoice Number	Total	VAT	NET	Description	
Cornwall Council	802980235	87.00	0.00	87.00	Business Rates Room 4 November 2024	
Cornwall Council	802715760	444.00	0.00	444.00	Library Business Rates November 2024	
Cornwall Council	802311466	1,322.00	0.00	1,322.00	Council Chambers Business Rates November 2024	
Cornwall Council	802923069	54.00	0.00	54.00	Tennis Courts Business Rates November 2024	
Biffa	522C65530	31.90	5.32	26.58	Recycling Collection Library	
Biffa	522C65531	44.86	7.48	37.38	General Waste Collection Library	
Biffa	522C65532	31.90	5.32	26.58	Recycling Collection Council Chambers	
Biffa	522C65533	87.84	14.64	73.20	General Waste Collection Council Chambers	
ESP	6604	456.00	76.00	380.00	Level 3 Emergency First Aid at Work Training	
Cornish Coffee	SL92198	126.28	0.00	126.28	Café Supplies Library	
Western Web	24632	180.00	30.00	150.00	Renewal of Cloud Email torpointtowncouncil.gov.uk	

Penny Madge	Out With Friends	75.00	0.00	75.00	Out With Friends Bus Cost
Francis Thomas	7208	388.00	64.66	323.34	Electric Leaf Blower and Battery
Don Benson	55	48.00	0.00	48.00	Clock Winding St James
BT	VP911964 700641	770.78	128.46	642.32	Quarterly Phone Bill
DJW Window Cleaning	INV0070	55.00	0.00	55.00	Window Cleaning Council Chambers
DJW Window Cleaning	INV0072	30.00	0.00	30.00	Bus Shelter Cleaning
DJW Window Cleaning	INV0071	30.00	0.00	30.00	Bus Shelter Cleaning July
Cornwall Council	810050947 9	84,358.40	72.00	84,286.40	Salaries July '24 to September'24 And Mayor's Allowance
Itec	1035295	35.88	5.98	29.90	Meter Readings Photocopier
L & L Diverse Solutions Ltd (October)	022/2024	1,644.00	274.00	1,370.00	2.0 Days Consultancy at £685 per day
Cornish Coffee	SL90148	120.00	0	120.00	Coffee Machine Rental August
Duchy Defibrillators	JN1563	372.00	62.00	310.00	Annual Monitoring Fee and Mobile Data Connetion (12 months)
Tom Cox Tree Surgery	INV-0433	300.00	50.00	250.00	Hedge Cutting Cambridge Field
Westcare	SORD0021 3813	150.00	25.00	125.00	Filing Cabinet for Library
TOTAL		£91,242.84			
Amazon	CC Amazon	15.18	2.53	12.65	Amazon - Black Nitrile Gloves
Amazon	CC Amazon	30.38	5.06	25.32	Amazon - Biodegradable trash bags
SAINSBURYS S/MKTS	CC R68	12.26	2.04	10.22	SAINSBURYS S/MKTS - supplies for first aid training day
XERO	CC October 2024	39.60	6.60	33.00	XERO - XERO UK INV-20941175 MILTON KEYNES LND
Adobe Systems Software Ireland Ltd	CC October 2024	16.64	0.00	16.64	Adobe Systems Software Ireland Ltd - Monthly subscription October 2024
Clifford Motors	CC 724893	26.59	4.43	22.16	Clifford Motors - Fuel Unleaded
Bogey Nights	CC Bogey Knights	175.00	29.17	145.83	Bogey Nights - Hardware
Amazon	CC Amazon	14.95	2.49	12.46	Amazon - Heavy Duty Padlock

Amazon	CC Amazon	39.89	6.65	33.24	Amazon - Recycled Storage Box and Lid
Amazon	CC Amazon	59.95	9.99	49.96	Amazon - Dog Waste Bags
Amazon	CC Amazon	12.61	2.10	10.51	Amazon - Filter bags for karcher vacuum
Booker	CC 0318350	258.97	43.16	215.81	Booker - Cafe Supplies
Booker	CC 0318350	102.64	0.00	102.64	Booker - cafe supplies
Scaffoldingsupplies.co.uk	CC 53815	363.60	60.60	303.00	Scaffoldingsupplies.co.uk - 3.0m Aluminium Scaffold Tube x12 Christmas @ Sparrow Park
Amazon	CC Amazon	85.50	14.25	71.25	Amazon - dyson vacuum cleaner head replacement
Scaffoldingsupplies.co.uk	CC 53815	48.00	8.00	40.00	Scaffoldingsupplies.co.uk - Delivery Charge
Amazon	CC Amazon	11.98	2.00	9.98	Amazon - Logitech wired keyboard town clerk
Kardkadia	CC R79462	2.98	0.50	2.48	Kardkadia - Kardkadia Torpoint GBR
SAINSBURYS S/MKTS	CC R53349	12.90	2.15	10.75	SAINSBURYS S/MKTS - Cafe Supplies
SAINSBURYS S/MKTS	CC R53349	2.00	0.33	1.67	SAINSBURYS S/MKTS - Newspapers
Screwfix	CC A1959582 0849	39.99	6.66	33.33	Screwfix - Barrier Fencing Orange
PPG Architectural Coatings	CC 585810118 818	79.04	13.17	65.87	PPG Architectural Coatings - Post office red paint for Chirstmas
Toolstation Limited	CC XBC81296 6815	102.10	17.02	85.08	Toolstation Limited - PPE for Raleigh Phase 2 Help
Tube clamps Direct.co.uk	CC 428920	41.94	6.99	34.95	Tube clamps Direct.co.uk - Scaffolding Joint Pins
CO-OP GROUP 380558	CC Co-op	238.87	39.83	199.04	Newspapers and Café Supplies Library
Amazon	CC Amazon	60.76	10.13	50.63	Biodegradable Kitchen Caddy Bags - Library Sales
Amazon	CC Amazon	14.99	2.50	12.49	Extra Large Laundry storage bags - Library Rhyme Time
Amazon	CC Amazon	17.99	3.00	14.99	Safety Marking Tape
Total		1,927.30			
ALD Automotive Limited t/a Ford Lease	DD October 2024	747.42	124.57	622.85	ALD Automotive Limited t/a Ford Lease - Monthly lease payment for vehicle October 2024

ENGIE Gas Library and Community Hub	DD 1-01446310	188.30	31.38	156.92	ENGIE Gas Library and Community Hub - Gas Supplied to Library 01/09/24 - 30/09/24
ENGIE Electricity Cambridge Field	DD 2-04618112	45.71	7.62	38.09	ENGIE Electricity Cambridge Field - Electricity supplied to Cambridge Field 01/09-30/09
ENGIE Electricity Public Conveniences	DD 2-04618111	226.97	37.83	189.14	ENGIE Electricity Public Conveniences - Electricity Supplied to Public Conveniences 01/09-30/09
ENGIE Electricity Library	DD 2-04618110	383.27	63.88	319.39	ENGIE Electricity Library - Electricity Supplied to Library 01/09-30/09
Xerox Finance	DD 50068188	164.22	27.37	164.22	Photocopier Finance
Engie Electricity Library	DD 2-04547001	381.79	18.18	363.61	ENGIE Electricity Library - Electricity Supplied to Library 01/08-31/08
Everflow Water	DD 3706379	84.31	5.43	78.88	Chambers Water Rates - Water 18/11/2024 - 17/12/2024
Everflow Water	DD 3706379	106.84	7.09	99.75	Library Water Rates - Water 18/11/2024 - 17/12/2024
Everflow Water	DD 3706379	136.00	9.16	126.84	Public Conveniences Water Rates - Water 18/11/2024 - 17/12/2024
Total		2,464.83			
<p>110-24 Correspondence: - a) Employer Newsletter September 2024 – Cornwall Pensions: - Noted. b) CALC Training Update October 2024 – CALC: - Noted.</p>					
<p>111-24 Reports: - a) Neighbourhood Development Plan (NDP) update: - Currently the Neighbourhood Plan is on hold and once a meeting has been held between Cornwall Council and representatives from the Oil and Pipelines Agency, more information will be known. b) Torpoint Town Partnership (TTP): - The Deputy Town Mayor (Councillor Mrs. K Brownhill) explained at the recent meeting there had been an update on the plans for the Firework and Bonfire event, as well as plans for the Christmas Lights switch on event on Saturday 30th November. c) Town Team Project Board (TTPB) update: - No recent meeting has been held, the Lower Fore Street Masterplan consultation will be going live very soon. d) Reports from delegates to outside bodies. i) Torpoint Archives & Heritage Centre – September 2024: - Noted. ii) Councillor Mrs. C E Goodman explained the next meeting of the Rame Peninsula Public Transport Users Group is scheduled for 31st October, 2.00pm in Antony Village Hall.</p>					

112-24 Date of next meeting: Thursday 21 st November 2024.	
Meeting closed at 8.21pm Town Mayor	

DRAFT