



TORPOINT TOWN COUNCIL

NOTICE is hereby given that a meeting of Torpoint Town Council will be held on Thursday 20th February 2025 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: clerk@torpointtowncouncil.gov.uk.)

AGENDA

- 1. Apologies for absence.**
- 2. Declarations of Interest relating to matters on the Agenda.**
- 3. Planning Applications.**
 - a) None.
- 4. Cornwall Council Reports.** (one report as circulated, one to follow).
- 5. Police Activity Report and latest Newsletter.** (as circulated).
- 6. Minutes of the previous meeting.**
 - a) Minutes of the meeting held on Thursday 16th January 2025 (as circulated).
- 7. Matters arising from the minutes.**
 - a) Cornwall Adult Education Centre Closures (further information as circulated from Cornwall Council) (minute number 156-24 (a) refers).
- 8. Mayor's communications.**
- 9. Finance and Operations Committee.**

Minutes of the meeting held on Monday 3rd February 2025 and to consider the recommendations in the minutes: - 113-24F&O (e) Notice of Vacancy – East Ward will not be filled by Co-option, 114-24F&O (a) adopt Standing Orders, 114-24F&O (b) adopt Financial Regulations and Best Value Statement, 116-24F&O (c) Sign a two year fixed price contract with PI Digital for the Play Inspection App licence @ £1,445.00 plus VAT, 116-24F&O (c) Sign up to the Chargeable Cleansing for the play parks with Cornwall Council @ estimate cost of £1,483.17 plus VAT, 116-24F&O (f) Renew the annual weed spraying contract with Complete Weed Control @ £1,510.00 plus VAT each for two sprays in 2025, 122-24F&O (d) Write a letter in support of the Rame Peninsular Public Transport Users Group Proposals to Improve Local Bus Services, 122-24F&O (f) Submit a consultation response to the Governments consultation on 'Strengthening the Standards and Conduct Framework for Local Authorities in England' and 122-24F&O (k) Set up a task and finish group to review the existing Armed Forces Covenant, with a view to renewing the Armed Forces Covenant, as circulated.
- 10. Development and Localism Committee.**

Minutes of the meeting held on Thursday 6th February 2025 and to consider the recommendations in the minutes: - 127-24D7L (b) Produce a work plan to share with the new council, 133-24D7L (d) Appoint External Examiner for the Neighbourhood Development Plan and 137-24D&L (a) To support a collaboration to develop an Arts, Culture, and Creative Industries Strategy for Torpoint with the Torpoint Artists Collective CIC, as circulated.

11. Personnel Committee.

Minutes of the meeting held on Monday 10th February 2025 and to consider the recommendations in the minutes: - 32-34Pers (b) Appoint existing part time temporary Caretaker to replacement position following resignation, 32-34Pers (c) Amend existing part time Caretaker contract to permanent, 32-34Pers (d) Recruitment and advertisement of part time vacancy at the Library and Community Hub and 32-34Pers (e) Recruitment and advertisement of part time Internship Opportunity at the Library and Community Hub, as circulated.

(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 (as circulated).

14. Financial Information. January 2025 Budget Variance (to follow).

15. Accounts for payment.

| PAYEE | Invoice /Reference No. | GROSS (£) | (VAT)(£) | NETT (£) | REASON |
|-----------------------------|------------------------|-----------------|----------|----------|---|
| Awenek Studio CIC | June 2024 - Feb 2025 | 1,078.00 | 0.00 | 1,078.00 | Provision of Activities at Torpoint Library and Community Hub |
| Richards Builders Merchants | 926066 | 1.75 | 0.29 | 1.75 | Repairs and Maintenance - Council Chambers |
| Richards Builders Merchants | 925900 | 52.64 | 8.78 | 43.86 | Repairs and Maintenance - Parks |
| Richards Builders Merchants | 925552 | 5.98 | 1.00 | 4.98 | Repairs and Maintenance - Council Chambers |
| Richards Builders Merchants | 924284 | 17.90 | 2.98 | 14.92 | Repairs and Maintenance - Council Chambers |
| Richards Builders Merchants | 924166 | 10.35 | 1.73 | 8.62 | Repairs and Maintenance - Library |
| Richards Builders Merchants | 924022 | 8.36 | 1.39 | 6.97 | Repairs and Maintenance - Parks |
| Richards Builders Merchants | 923689 | 24.99 | 0.00 | 24.99 | Staff Uniform / Safety Boots |
| Richards Builders Merchants | 923703 | 6.18 | 1.03 | 6.18 | Repairs and Maintenance - Parks |
| Richards Builders Merchants | 923705 | 208.46 | 34.74 | 173.72 | Repairs and Maintenance - Parks |
| Richards Builders Merchants | 923067 | 4.99 | 0.83 | 4.16 | Repairs and Maintenance - Council Chambers |
| Watertight Roofing | 3804 | 913.72 | 152.29 | 761.43 | Slate Roof Repairs to Council Chambers |
| CIA Fire and Security | 282086 | 662.40 | 110.40 | 552.00 | SmartAccess Netcode Subscription and Entry Maintenance Contract - Tennis Courts |
| Print Options | INV-14969 | 1,903.00 | 73.00 | 1,830.00 | 3600 20 page Newsletters Printed (With Artwork) |
| TOTAL | | 4,898.72 | | | |

16. Correspondence.

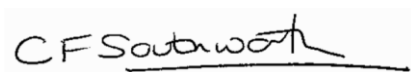
- a) To note: Safety of lithium-ion batteries campaign – R Bailey (as circulated).
- b) To note: Torpoint Skatepark 2025 update & Brief Impact Report – Torpoint Ramps Forum (information as circulated).
- c) To note: Transport User Voice – February 2025 and Rame Peninsula Public Transport Users Group (RPPTUG) Update (as circulated).
- d) To re-affirm: Local Maintenance Partnership 2025 – 26 – Cornwall Council (updated information as circulated).
- e) To note and consider: Arranging/purchasing the Code of Conduct training opportunity, plus any other training opportunity from CALC for the new council, documentation circulated to navigate the Election period – CALC (as circulated).
- f) To note: Funds have been secured for the Community Capacity Programme, for one further year. Also, the Community Levelling Up Programme Programme (CLUP) has just been launched - Cornwall Council (as circulated).
- g) To note and consider: Local Council briefing: Interim Planning Position Statement, briefing Wednesday 26th February, 4.00-5.15pm, call for sites. Also, to note the support the development of the future Local Plan – Cornwall Council Planning (as circulated).
- h) To note: Living Wage Accreditation Fees for 2025/26 – Living Wage Foundation (as circulated).
- i) To consider: Request to Raise the Ukrainian Flag on 24th February 2025, in recognition of three years' of Russia's full-scale war against Ukraine – The Sunflowers and Chough's Club (as circulated).
- j) To consider: Redruth Town Council Letter re Allocation of Second Home Funding – Redruth Town Council (as circulated).
- k) To note: Consultation - Strategic Implementation Plan (SIP) from Peninsula Transport sub-national transport body – Cornwall Council (as circulated).
- l) To consider: Torpoint Town Council - Fleet Renewal - Due 8th 2025 – James Hallam Insurance Brokers (information as circulated).

17. Reports.

- a) Neighbourhood Development Plan (NDP) update.
- b) Torpoint Town Partnership (TTP).
- c) Town Team Project Board (TTPB) update. To consider the notes of the meeting held Tuesday 11th February 2025 and any recommendations therein (to follow).
- d) Reports from delegates to outside bodies.
 - i) Torpoint Archives & Heritage Centre – January 2025 (report as circulated).

18. Date of next meeting.

Thursday 20th March 2025.

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 14th February 2025