



## TORPOINT TOWN COUNCIL

Councillor Mrs. J M Martin led prayers before the meeting.

There were several members of the public in the public gallery.

MINUTES of the meeting of Torpoint Town Council held on Thursday 16<sup>th</sup> January 2025 at 7.00pm in the Committee Room, 4 York Road, Torpoint.

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

	<b>ACTION</b>
<p><b>150-24 Apologies for absence: -</b>            Apologies for absence were submitted on behalf of Town Mayor (Councillor G J Davis), Councillors L E Keise, M J Spurling, B A Walsh and R M Willoughby, also Cornwall Councillor Mrs. K Ewert.            The Clerk informed members that Councillor R M Willoughby last attended a meeting on 18<sup>th</sup> July 2024, therefore at 19<sup>th</sup> January 2025, he will cease to become a Councillor due to non-attendance. The Clerk will notify Cornwall Council of the vacancy, the council <b>resolved</b> to send a letter of thanks to R M Willoughby.</p>	Clerk
<p><b>151-24 Declarations of Interest relating to matters on the Agenda: -</b>            Regarding:              Agenda 3. a) PA24/09151 - Creation of a 3G Artificial Grass Pitch (AGP) with perimeter fencing, acoustic fencing, hardstanding areas, storage container, floodlights, an access footpath and associated bund. Torpoint Community College, Trevol Road, Torpoint.              Prior to the town council considering the planning application the statement below was read out by the Chairman, Deputy Town Mayor (Councillor Mrs. K Brownhill).    <i>"The council has agreed in principle to support the 'Creation of a 3G Artificial Grass Pitch project for a sum of up to £80k.' Our role this evening is to look at this planning application in its own right and consider it on its own merit, whilst bearing in mind the views of the residents. Therefore, the council wishes to grant a dispensation to all members in attendance, on the following criteria: - 'That ALL members of the decision-making body declare that they have a Non-Registerable Pecuniary Interest in the project to create a 3G Artificial Grass Pitch, and therefore the meeting would be inquorate, without them remaining present. This will enable the business to be transacted'."</i>              Council unanimously <b>resolved</b> to accept the proposal to grant a dispensation to all members present for this planning application, at this meeting only.              There were no other declarations of interest.</p>	

**152-24 Planning Applications: -**

a) PA24/09151 - Creation of a 3G Artificial Grass Pitch (AGP) with perimeter fencing, acoustic fencing, hardstanding areas, storage container, floodlights, an access footpath and associated bund. Torpoint Community College, Trevol Road, Torpoint.

It is **resolved** the council objects to this planning application with the following observations: -

1. The council whole heartedly supports the project to build / create a 9v9 3G AGP, for the community of Torpoint and the Rame Peninsula.
2. Having considered local residents' concerns, the council does not support the proposed site of the 3G AGP, which is in very close proximity to the rear/side of a number of properties in Woodland Way and asks for consideration to re-locate the 3G AGP. A local resident has provided a drawing which reconfigures the 3G AGP in an alternative location, on Torpoint Community College's sports field, still enabling the same number of grass pitches to be kept, the council would like this alternative location to be considered.
3. Consider re-locating the proposed bund, in order to maintain the residents' privacy.
4. Ensure the anticipated light pollution for the 3G AGP does not adversely impact on local residents', as this is a concern.
5. Ensure the anticipated noise pollution for the 3G AGP does not adversely impact on local residents', as this is a concern. Consider increasing the height of the acoustic fencing to allay residents' concerns.
6. Review the opening hours, consider closing the facility earlier than is currently proposed, so the 3G AGP does not adversely impact on local residents', as this is a concern.

b) PA24/09172 – Single Storey side and rear extension. 64 Peacock Avenue, Torpoint PL11 2EY.

It is **resolved** the council has no objection and supports the planning application. The only observation to note is to request the dining room window installation is either semi or fully opaque, to maintain the privacy of the neighbouring property.

**153-24 Cornwall Council Reports: -**

The Deputy Town Mayor (Councillor Mrs. K Brownhill) thanked Councillor Mrs. K Ewert and Councillor J Tivnan BEM for their written reports for the Council's consideration.

Councillor Tivnan highlighted having received an acknowledgement and an apology, from Cornwall Council, regarding the lack of information regarding future plans for the demolished garages at Cremyll Road and the garages to the rear of Buller Road, as soon as any further information is forthcoming this will be shared. Councillor Tivnan made suggestions about how this land could be repurposed. Councillor Mrs. J M Martin asked Councillor Tivnan why the recent car parking consultation (Antony Road car park), also the closure of the Torpoint Adult Education provision, had not been included in his report to council. Councillor Martin highlighted, the Cornwall Council decision to close the facilities had gone ahead without engagement with the Cornwall Councillors. Furthermore, it is understood Cornwall Council's Head of Legal and Governance (Monitoring Officer) had reviewed the lack of councillor engagement and understood the process with the staff had now been paused. The council's 'letter to the local Torpoint staff' had therefore been postponed. In response Councillor Tivnan explained his council report was up to date to last Friday; having received an Adult Education promotional leaflet delivered to his address, which did not include Torpoint and Saltash venues, he refused to attend a [Cornwall Council] meeting on the issue, as he did not feel there was any opportunity for further consultation on the proposal to close the provision.

<p><b>154-24 Police Activity Report: -</b>  The monthly crime statistics report is noted. The Clerk explained PC Hayley Gething had planned to attend the meeting this evening, however she was unable to attend. The Clerk summarised, having held a brief meeting with PC Gething and [Cornwall] Councillor J Tivnan BEM, regarding the opportunity to site CCTV at Harvey Street flats.  The Clerk also highlighted PC Gething had received recognition as “the best problem solver in the force”, in the Devon and Cornwall Police Report, submitted to the recent CAP (Cornwall Area Partnership) meeting.</p>	
<p><b>155-24 Minutes of the previous meeting: -</b>  a) It is <b>resolved</b> the minutes of the previous meeting held on Thursday 19<sup>th</sup> December 2024 as circulated, are adopted.</p>	
<p><b>156-24 Matters arising from the minutes: -</b>  a) To correspond with: i) Cornwall Council and ii) Torpoint Adult Education provision, regarding the announcement of the closure of the provision: -  Pursuant to minute number 139-24 (a), the Clerk confirmed the council’s response had been sent. The letter to the local provision will be actioned in due course.  b) The Ministerial Response on devolution for Cornwall: -  Pursuant to minute number 141-24, this council has agreed to support Cornwall’s Statement of Devolution.  The ministerial response from Jim McMahon MP, Minister of State for Local Government &amp; English Devolution is noted.  c) To consider the adoption of the updated Town Council Strategy: -  Pursuant to minute number 142-24, it is <b>resolved</b> to accept the updated Town Council Strategy, some photos will be updated.  d) To correspond / respond to Cornwall Council’s car parking consultation, strongly objecting to the parking proposals – Antony Road [Sainsbury’s] car park: -  Pursuant to minute number 147-24 (h), the Clerk confirmed the council’s response had been sent.</p>	
<p><b>157-24 Mayor’s communications: -</b>  Deputy Mayor (Councillor Mrs. K Brownhill) summarised engagements on behalf of Torpoint Town Mayor (Councillor G J Davis).  <b>December:</b>  On December 20<sup>th</sup>, I attended the Ramps Forum’s Festive Social at Torpoint AFC social club with Councillor D S Phipps. It was a great evening, with many youths and parents showing their support for the skate park improvements. I had the pleasure of addressing the group, thanking them for their engagement and confirming that the skate park project has been added to the Council Action Plan, they are a very enthusiastic group and I am sure they will encourage us to bring this to fruition as early as possible and to make advancements in the coming months.   On Christmas Eve, the Mayoress and I visited care homes in the town to thank the dedicated staff working over the holiday season. At Torcare, I was reminded of the anticipated parking improvements at the junction of Vicarage Road and St James Road. After an email to the Clerk in swift order we are pleased to see temporary kerb markings, indicating that this long-awaited road improvement is nearing completion   We also joined the Home Alone Christmas Day Lunch at St. James Church, a popular event filled with socialising and where everyone joins in for the festive sing song for lunch! As ever a massive thank you to Lynda Miles and her team of volunteers for their invaluable community service.</p>	

<p><b>January:</b> The new year kicked off with a meeting on 3<sup>rd</sup> January with Councillor B A Walsh and the Torpoint Artists Collective. Their enthusiasm for the arts in Torpoint was evident and we agreed to bring forward a proposal to include the arts in the Council Strategy, this proposal will be reviewed by the F&amp;O Committee in February.</p> <p>Last Thursday, 9<sup>th</sup> January, I supported the Public Planning Consultation at Torpoint Community College. It was fantastic to see the school actively engaging with the community on their planning application. It was clear to me there is strong support for a 3G pitch, although the neighbouring residents have concerns which you will consider this evening. I know the College is already working with their planning consultant and the Football Foundation to address and mitigate some of these concerns.</p> <p><b>Mayor's Charity Fundraising:</b> Over the past 18 months, the Mayor's Charity has raised an impressive £5,017 for the All-Weather Pitch project. Additionally, last Friday, the Mayoress and I, along with Katie Martin, visited the Mustard Tree Cancer Support and presented them with a cheque for £1,916. In total, we have raised £6,933 for various charitable causes through community activities. A heartfelt thank you to all residents and councillors for their support of our chosen charitable causes.</p> <p>a) To change the April 2025 council meeting date (17<sup>th</sup> April), due to it being Maundy Thursday: - Members' considered and <b>resolved</b> to amend the April council meeting date to Wednesday 23<sup>rd</sup> April 2025.</p>	Clerk
<p><b>158-24 Question of which notice has been given or notice of motion: -</b> None.</p>	
<p><b>159-24 Torpoint Ferry Statistics: -</b> a) Tamar Crossings Winter 2024 Newsletter: - Noted. Deputy Town Mayor (Councillor Mrs. K Brownhill) thanked the Torpoint Ferry staff for the report.</p>	
<p><b>160-24 Financial Information: -</b> It is <b>resolved</b> that the December 2024 Budget Variance as circulated, is received and adopted. Personnel Committee members will agreed the next meeting date at the end of this meeting. a) Financial Update on Accessible Play Equipment project: - Members were provided with the up-to-date total from fundraising activities and donations towards the provision of accessible play equipment in Cambridge Field. Funds raised are now close enough to the total needed to start preparing a tender document for this project. It is too early in the New Year to undertake a Crowdfunder, this can certainly be considered in the future.</p>	Clerk  Clerk

**161-24 Accounts for Payment: -**

Contact Name	Invoice Number	Total	VAT	NET	Description
Cornwall Council	802980235	87.00	0.00	87.00	Business Rates Room 4 February 2025
Cornwall Council	INV 8100535259	97,269.91	72.00	97,197.91	Salaries October to December 2024 + Mayoral Allowance
Unique Fire & Security	SI40470	84.00	14.00	70.00	Emergency Callout Library
Cornish Tea & Cornish Coffee Co Ltd	SL95460	207.43	0.00	207.43	Café Supplies Library
Richards Builders Merchants Ltd	920680	1.40	0.23	1.17	Christmas Lights
L&L Diverse solutions Limited	001/2025	2,466.00	411.00	2,055.00	3 Days Consultancy - Vision Projects
James Hallam Ltd	539203657	615.90	65.99	549.91	Commercial Combined Policy - Addition of Mayoral Chain
James Hallam Ltd	538541024	30.00	0.00	30.00	Underpayment (in error) of previous invoice
FOY-AIR Enterprises Ltd T/A LittleMops	2284	200.01	33.34	166.68	Consumables Public Conveniences
FOY-AIR Enterprises Ltd T/A LittleMops	2283	226.96	37.83	189.13	Consumables Council Chambers
ITEC	1062013	40.55	6.76	33.79	Photocopier Meter Readings
Richards Builders Merchants Ltd	920820	4.20	0.70	3.50	Sparrow Park Maintenance
Richards Builders Merchants Ltd	921831	38.10	6.35	31.75	Christmas Lights
Cornish Tea & Cornish Coffee Co Ltd	SL95100	246.98	0.00	246.98	Café Supplies Library
Cornish Tea & Cornish Coffee Co Ltd	SL94910	120.00	0.00	120.00	Coffee Machine Rental - Library
Duchy Defibrillators	JN1634	456.00	76.00	380.00	Annual Monitoring Fee - 2 x sites
BT	Q065RE	770.90	128.48	642.42	Telephone and Internet
Don Benson	58	48.00	0.00	48.00	Clock Winding St James
Biffa	522C90938	47.84	7.97	39.87	Recycling Collection Council Chambers
Biffa	522C90936	47.84	7.97	39.87	Recycling Collection Library
ACF Cleaning	24468	123.88	20.65	103.23	Laundry Services
Defence Infrastructure Organisation	1180447	50.00	0.00	50.00	Seat at Yonderberry Point



Biffa	522C90939	58.56	9.76	48.80	General Waste Collection Council Chambers
Biffa	522C90937	67.28	11.21	56.07	General Waste Collection Library
Engie	2-04689010	756.46	126.08	630.38	Electricity Supplied to the Council Chambers November 2024
Engie	2-04760141	854.53	142.42	712.11	Electricity Supplied to the Council Chambers December 2024
Truro City Council	0000004135	125.00	0.00	125.00	Training Course - How to make outdoors accessible
<b>TOTAL</b>		<b>105,044.73</b>			
XERO	CC January	39.60	6.60	33.00	XERO - XERO UK INV- 17711905 MILTON KEYNES LND
Amazon	CC Amazon	(69.75)	(11.62)	(58.13)	Amazon - dog waste bags
Adobe Systems Software Ireland Ltd	CC January 2025	16.64	0.00	16.64	Adobe Systems Software Ireland Ltd - Monthly Subscription January 2025
Amazon	CC Amazon	13.98	2.33	11.65	Amazon - disposable gloves
Amazon	CC Amazon	35.96	5.99	29.97	Amazon - Fluorescent Light Bulbs
Booker	CC 0573623	145.74	24.29	121.45	Booker - Cafe Supplies
Booker	CC 0573623	261.91	0.00	261.91	Booker - cafe supplies
Amazon	CC Amazon	12.99	2.16	10.83	Amazon - telescopic magnetic pick up tool
Amazon	CC Amazon	17.90	2.98	14.92	Amazon - plastic access panel door
Amazon	CC Amazon	5.99	1.00	4.99	Amazon - magnetic grabber
Amazon	CC Amazon	5.49	0.91	4.58	Amazon - radiator bleeding key
Amazon	CC Amazon	7.59	1.26	6.33	Amazon - Replacement Ink Pads
Amazon	CC Amazon	6.96	1.16	5.80	Amazon - chalk marker
Amazon	CC Amazon	8.99	1.50	7.49	Amazon - chalk markers
Amazon	CC Amazon	6.99	1.16	5.83	Amazon - wall palnner
Amazon	CC Amazon	4.99	0.83	4.16	Amazon - strong sticky pads
Amazon	CC Amazon	37.96	6.33	31.63	Amazon - toilet fresheners
Bootssoots	CC R39399	2.49	0.41	2.08	Library & Community Hub - Sterilising Liquid

Distro Works	CC #21334	46.42	7.74	38.68	Distro Works - Single phase cable for council chambers
SAINSBURYS S/MKTS	CC R55779	14.00	2.33	11.67	SAINSBURYS S/MKTS - Cafe Supplies
RS Online	CC Main Hall	28.48	4.75	23.73	RS Online - Cable and Connectors Main Hall
SAINSBURYS S/MKTS	CC R09929	14.45	2.41	12.04	SAINSBURYS S/MKTS - Cafe Supplies
SAINSBURYS S/MKTS	CC R09929	3.20	0.53	2.67	SAINSBURYS S/MKTS - Newspapers
RS Online	CC Main Hall	42.24	7.04	35.20	RS Online - Cable and Connectors Main Hall
Co-op	CC Co-op	121.05	20.16	100.89	Library Café Supplies and Newspapers
<b>Total</b>		<b>832.26</b>			
ALD Automotive Limited t/a Ford Lease	DD January 2025	747.42	124.57	622.85	ALD Automotive Limited t/a Ford Lease - Monthly lease payment for vehicle December 2024
ENGIE Gas Library and Community Hub	DD November	300.38	14.30	286.08	ENGIE Gas Library and Community Hub - Gas Supplied to Library inclusive of changes from credited invoices
Corona Energy - Chambers- Gas	DD 20424228	1,612.68	268.78	1,343.90	Corona Energy - Chambers- Gas - Gas Supplied to council chambers Dec 2024 - Jan 2025
ENGIE Gas Library and Community Hub	DD 1-01542572	619.40	103.23	516.17	ENGIE Gas Library and Community Hub - Gas supplied to Library 01/12/2024 - 31/12/2024
ENGIE Electricity Cambridge Field	DD 2-0482814	47.23	7.87	39.36	ENGIE Electricity Cambridge Field - Electricity Supplied to Cambridge Field 01/12/24 to 31/12/24
ENGIE Electricity Public Conveniences	DD 2-04821813	186.96	8.90	178.06	ENGIE Electricity Public Conveniences - Electricity supplied to Public conveniences 01/12/2024 - 31/12/2024
ENGIE Electricity Library	DD 2-04821811	561.58	93.60	467.98	ENGIE Electricity Library - Electricity supplied to the library 01/12/2024 - 31/12/2024
Everflow Water	DD 3957927	77.51	4.98	72.53	Everflow Water - Chambers Water Rates 18/02/2025 - 17/03/2025
Everflow Water	DD 3957927	0.96	(0.40)	1.36	Everflow Water - Library Water Rates 18/02/2025 - 17/03/2025
Everflow Water	DD 3957927	262.40	18.66	243.74	Everflow Water - Public Conveniences Water Rates 18/02/2025 - 17/03/2025
EE	DDV02295791736	108.73	18.12	90.61	Mobile Phone Contracts January 2025

XEROX Finance	DD 50068188	164.22	27.37	136.85	XEROX Finance - XEROX FINANCE January 2025	
<b>Total</b>		<b>4689.47</b>				
<p><b>162-24 Correspondence: -</b></p> <p>a) Employer Newsletter December 2024 – Cornwall Pension Fund: - Noted.</p> <p>b) To consider and note: FRESH START – A programme for Spouses and Partners of the Armed Forces Battling On: - Following consideration of the information as circulated, it is <b>resolved</b> to delegate to Councillor Mrs. J L Reeves to continue communicating with the representatives from the programme, in her capacity as Director of Team Raleigh CIC.</p> <p>c) Tree Planting – Trevithick Avenue, Torpoint (also organise a 'Back Garden Forest' tree giveaway event in Torpoint – Forest for Cornwall: - The proposals were considered and are all agreed.</p> <p>d) 'Tea Through Times' invitation – Friday 21<sup>st</sup> February 2025 – Action for Children: - The invitation is noted.</p>						
<p><b>163-24 Reports: -</b></p> <p>a) Neighbourhood Development Plan (NDP) update. The Clerk advised the policy amendments have now been made to the NDP, along with the map updates to The Northern Fringe. In advance of the re-run of Regulation 16, the MOD representative has confirmed on behalf of the Oil and Pipelines agency that they are content with the changes made to the policies. The updated NDP has been forwarded to Cornwall Council Neighbourhood Plan team, who will now commence the re-run of the Regulation 16 Consultation. Once this is completed the steering group will appoint and External Examiner, following this, further changes to the plan may be required with Cornwall Council, then the Referendum on the NDP will be arranged.</p> <p>b) Torpoint Town Partnership (TTP). The Deputy Town Mayor (Councillor Mrs. K Brownhill) reported on behalf of the TTP. The recent meeting was on Monday 13<sup>th</sup> January, the Diary Dates have now been updated to the latest version, please do add any events if needed. The next meeting of the TTP is on Tuesday 18<sup>th</sup> February 2025. The National Lottery Funding Bid for the town event was unsuccessful, so sponsorship and other fundraising will be considered.</p> <p>c) Town Team Project Board (TTPB) update and to consider adopting the results of the Masterplan consultation. Following consideration, it is <b>resolved</b> to adopt the results of the Masterplan consultation. Following consideration, it was further <b>resolved</b> to direct the consultant, with support from the Clerk, to progress a funding bid, to the Cornwall and Isles of Scilly Good Growth Fund, for a minimum bid of £200,000 to progress the lower fore street redevelopment, in partnership with Cornwall Council (as landowner) by the deadline of 1700 on 27<sup>th</sup> January 2025. The next meeting of the TTPB is on Tuesday 11<sup>th</sup> February 2025 via Microsoft Teams.</p> <p>d) Reports from delegates to outside bodies. i) Torpoint Archives &amp; Heritage Centre – December 2024. The Chairman (Councillor Mrs. K Brownhill) thanked Torpoint Archives and Heritage Centre for their report.</p>						
<p><b>164-24 Date of next meeting:</b> Thursday 20<sup>th</sup> February 2025.</p>						



Meeting closed at 8.35pm ..... Town Mayor	

DRAFT