



## TORPOINT TOWN COUNCIL

NOTICE is hereby given that a meeting of Torpoint Town Council will be held on Thursday 20<sup>th</sup> March 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](mailto: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.** (two reports as circulated).
- 5. Police Activity Report.** (as circulated).
- 6. Minutes of the previous meeting.**
  - a) Minutes of the meeting held on Thursday 20<sup>th</sup> February 2025 (as circulated).
- 7. Matters arising from the minutes.**
  - a) None.
- 8. Mayor's communications.**
- 9. Finance and Operations Committee.**

Minutes of the meeting held on Monday 3<sup>rd</sup> March 2025 and to consider the recommendations in the minutes: - 129-24F&O (c) Business Risk Management Plan 2025, 129-24F&O (d) Financial Risk Management Plan 2025, 129-24F&O (e) Lettings Policy, Hire Charges and Free of Charge use, 129-24F&O (f) Reserves Policy, 131-24F&O (g) To adopt the review of Internal Controls, 131-24F&O (h) To renew the council's insurance provision 01 April 2025 to 31 March 2025, with additional cover, at a cost of £15,274.28 inc Insurance Premium Tax with James Hallam, 131-24F&O (i) To accept the proposal for the independent appointment for Torpoint Town Council to appoint Hudson Accounting Ltd. to undertake the Internal Audit for the year end 24/25 and 131-24F&O (j) To delegate to the Clerk to arrange BACS payment, from two signatories, of Salaries/Mayor's allowance Quarter 4 invoice (Jan – Mar 2025), in order to pay before year end 31<sup>st</sup> March 2025, as circulated.
- 10. Development and Localism Committee.**

Minutes of the meeting held on Thursday 6<sup>th</sup> March 2025 and to consider the recommendations in the minutes: - 150-24D7L (c) Vision Projects – to enter into a conversation with Cornwall Council, without commitment, on the opportunity to take on a long lease or freehold of the whole of Thanckes Park and 154-24D&L (b) The council to offer, free of charge use of council facilities, as well as free of charge advertising and publicity, of the 'Love Fore Stree' collaborative group, as circulated.
- 11. Question of which notice has been given or notice of motion.**
- 12. Torpoint Ferry Statistics** (as circulated).

- a) To note: Update re Tamar 2025 project and link to video <https://youtu.be/0-zqzmYWLbs> – Tamar Crossings (as circulated).

**13. Financial Information.** February 2025 Budget Variance (to follow).

**14. Accounts for payment.**

PAYEE	Invoice /Reference No.	GROSS (£)	(VAT)(£)	NETT (£)	REASON
Gym Aid	8253	93.00	15.50	77.50	Single Impact Protection Tile for Trampoline thanckes Park Play Park
Cornish Tea & Cornish Coffee Co Ltd	SL96392	246.98	0.00	246.98	Café Supplies Library (5th Feb invoice - error with Cornish Coffee invoicing system)
Cornish Tea & Cornish Coffee Co Ltd	SL96729	120.00	0.00	120.00	Coffee Machine Rental
Cornish Tea & Cornish Coffee Co Ltd	SL97230	246.98	0.00	246.98	Café Supplies Library (26th Feb invoice - error with Cornish Coffee invoicing system)
LBS Horticulture Limited	449328	269.10	44.85	224.25	Topsoil for Cambridge Field
Wallgate Care Limited	030370	1,521.47	253.58	1,267.89	Wallgate Care Service 3 year plan
Cornwall ALC Limited	2425-529	42.00	7.00	35.00	Staff Training Elections (Clerk)
Cornwall ALC Limited	2425-555	42.00	7.00	35.00	Staff Trainnig Procurement (Clerk)
Print Options	INV - 15016	180.00	30.00	150.00	Pull Up Banner and Artwork
L&L diverse solutions Limited	010/2025	2,466.00	411.00	2,055.00	3 days consultancy @685 per day
Cornish Tea & Cornish Coffee Co Ltd	SL97726	150.88	0.00	150.88	Café Supplies Library
Penny Madge	Out with Friends	75.00	0.00	75.00	Cost of Bus Travel - Out With Friends Group
Liftman UK Ltd	LFM21	120.00	20.00	100.00	Service visit to Wispa Lift - Chambers
Cornish Pod	0214	148.50	0.00	148.50	Pasties for St Piran's Day
FOY-AIR Enterprises Ltd T/A LittleMops	2302	335.32	55.89	279.43	Consumables Council Chambers
Duchy Defibrillators	JN1701	390.00	65.00	325.00	Annual Monitoring Fee and Mobile Data Connection - Family Centre
Mole Valley Farmers	IN208554326	284.87	36.65	248.22	Parks Maintenance
<b>TOTAL</b>		<b>6,732.10</b>	<b>946.47</b>	<b>5,785.63</b>	

**15. Correspondence.**

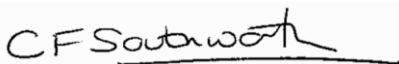
- a) To note: Civility and Respect Newsletter (Issue 11 January 2025) – SLCC Civility and Respect Project (as circulated).
- b) To note: Copy of Car Parking enforcement complaint regarding Clarence Road and Albion Road, sent to Cornwall Council – Mr S Bowles (as circulated).
- c) To note:        i) Notice of Election – Election of Councillors for Cornwall Council (as circulated).  
                  ii) Notice of Election – Election of Town and Parish Councillors (as circulated)
- d) To note: Citizens Advice Drop-In Service in offices in Cornwall suspended from 28<sup>th</sup> March 2025 – Citizens Advice Cornwall (as circulated).
- e) To consider and note: Questions regarding land at Trevol Business Park and the ongoing Enforcement Investigations being undertaken by Cornwall Council Enforcement – Mr S Corbidge (as circulated).
- f) To consider and note: Update on the issues and problems currently being faced by Cornerstone Church - Cornerstone Church (as circulated).

**16. Reports.**

- a) Neighbourhood Development Plan (NDP) update.
- b) Torpoint Town Partnership (TTP).
- c) Town Team Project Board (TTPB) update.
  - i) To consider the notes of the meeting held Monday 17<sup>th</sup> March 2025 and any recommendations therein (to follow).
  - ii) To consider the proposal: That as part of the recently submitted UK Shared Prosperity Funding bid of £245,263, the council provides match funding of £10,000, for the project to complete the RIBA 3 detailed design reports for the former police station site as part of the Lower Fore Street redevelopment.
  - iii) To consider the proposal: Following submission of application for Shared Prosperity Funding for 2025/26 (BUS008 Year 4 Strategic Business and Enterprise Investment), for the RIBA 3 Detailed Design reports for the Lower Fore Street redevelopment site, the Town Clerk and RFO having received project approval, which is subject to Grant Funding Agreement: -
    - 1. To accept the grant award of £245,263.00, adhering to all Government guidance, for activity that takes place between the 1<sup>st</sup> April 2025 and 31<sup>st</sup> March 2026 (inclusive);
    - 2. To ensure timely submission of claims, to be paid in arrears, with the cash flow risks already identified;
    - 3. To ensure council agrees timely resolutions to permit virement of Ear Marked (Allocated) Reserves to make timely payments for this project;
    - 4. To delegate to the Town Clerk and RFO to accordingly sign the Grant Funding Agreement, for and on behalf of the Town Council.
- d) Reports from delegates to outside bodies.
  - i) Torpoint Archives & Heritage Centre – February 2025 (report as circulated).

**17. Date of next meeting.**

**Wednesday 23<sup>rd</sup> April 2025.**



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

Friday 14<sup>th</sup> March 2025