

TORPOINT TOWN COUNCIL

MINUTES of a meeting of Torpoint Town Council held on Thursday 16th July 2015 at 7.00 p.m. in the Council Committee Room, 4 York Road, Torpoint.

Present: - Town Mayor (Councillor M N Pearn MBE), Deputy Town Mayor (Councillor M J Crago), Councillors E H Andrews, Mrs K Brownhill, G J Davis, P R Edwards, Mrs C E Goodman, B Hobbs, L E Keise, Mrs R A Southworth and J Tivnan plus the Town Clerk with the Assistant Town Clerk in attendance.

52-15 Apologies for Absence:-

Apologies for absence were submitted on behalf of Councillors Mrs. C A Jackson, Mrs. A I Johnson and Mrs. J M Martin. The Clerk sought guidance on information that the Council wished to receive from any applicants should a co-option become necessary. Members considered a short statement on why the applicant wished to become a Councillor together with a précis of their background and skills. It was further **resolved** that if a co-option was required this would be undertaken at the Finance and Personnel Committee meeting on Tuesday 1st September 2015 to which all members are invited to attend and participate.

53-15 Declarations of interest relating to items on the agenda:-

None.

54-15 Police Report:-

In the absence of the police representative, the crime statistics for Torpoint (as circulated) are replicated below:-

29 crimes in the town consisting of

- 4 thefts (all categories)
- 13 assaults (all categories including sexual and domestic incidents)
- 2 burglaries
- 4 criminal damage
- 3 public order/harassment type offences
- 1 possession of knife
- 1 vehicle interference

The Mayor reported travellers have arrived at Trevol Business Park and that the police have been informed. It was understood that the travellers would move on Saturday.

55-15 Minutes of the previous meeting:-

The minutes of the annual meeting held on Thursday 18th June 2015 were taken as read, confirmed and signed by the Mayor.

56-15 Matters arising from the Minutes:-

a) Accounts for Payment:-

Pursuant to minute 25-15 the Assistant Town Clerk reported that the VOA have been informed in June and a reply is awaited. The Assistant Town Clerk understood from Cornwall Council that the result could be favourable by consolidating the accounts for the building.

b) Cornwall Council Report:-

Pursuant to minute 50-15 (b) Councillor E H Andrews reported receipt of a reply to his Freedom of Information (FOI) request to Cornwall Council on parking meters. Councillor Andrews informed the meeting that currently 128 new machines have been installed county wide at a cost of £2,689.50 per machine with installation costs £421.30. There was an additional cost of £176.83 for electrical works to 89 of the machines. The information was noted. Councillor Andrews then detailed the reasoning that Cornwall Council gave for the installation on the machines. Councillor Andrews suggested that the exercise was a "gross misuse" of public money and proposed that the Council write to Cornwall Council expressing this Council's concern. After considering the matter further it was **resolved** to implement Councillor Andrews's proposal.

Pursuant to minute 50-15(b) (Play equipment in Cambridge Field) Councillor B Hobbs expressed disappointment that the play equipment in Cambridge Field has still not been repaired despite previous assurances from Cornwall Council that it would be. The Mayor expanded on this point by informing members that the order had been raised on the 29th May 2015 but that the order had not been received by the supplier. Councillor G J Davis expressed concern at this reply, reminding members that similar equipment in Thanckes Park had been damaged prior to Christmas and had still not been repaired. Councillor Davis expressed the opinion that this Council was being "fobbed off" and requested Cornwall Council provide evidence of the replacement procurement process. The Mayor promised that the situation will be closely monitored.

Pursuant to minute 50-15(b) Councillor Hobbs informed the meeting that the issue with the tree at Harvey Street flats has been resolved.

Pursuant to minute 50-15 (b) Councillor Hobbs reported that the Housing Department had assured him that progress is being made to refurbish and renovate the property so that the accommodation can be available to let.

Pursuant to minute 50-15 (b) the Mayor reported that the supplier of the glass at the promenade shelter has been contacted and would make arrangements to repair the defect.

57-15 Mayors Communications

Mayors Diary

Saturday 20th June – Cornwall's Armed Forces Day at Torpoint All who organised and took part in the day certainly once again put our town on the map. I would like to thank everybody involved.

Monday 22nd June – Launch of the new Dementia Action Group at the Council Chambers.

Thursday 25th June - Torpoint & Rame Community Action through Sport awards evening presentations by Cassie Patten Olympian Swimmer – amusing work the young people do around Torpoint and Rame Area - Well done to them all.

Friday 26th June – Torpoint Fire Station Students from The Community College pass out parade for a group that have completed the Phoenix programme. A group of learners from Torpoint Community College are celebrating their achievements in completing an innovative course run by Cornwall Fire and Rescue Service's Phoenix team. The course, which was developed by Cornwall Fire and Rescue Service (CFRS) aims to provide support and training to improve the attainment, attendance or behaviour of those who take part. All participants are given the opportunity to gain an ASDAN level one qualification in Improving Own Learning and Performance together with the Heart Start accreditation in emergency life support techniques. The group also take part in a range of fire service activities to promote teamwork, communication skills, raise confidence and aspirations. Alongside this, the course includes fire and road safety advice, as well as train the trainer and presentation skills. Throughout the course participants get the opportunity to learn and develop transferable skills through participating in fire and rescue service drills and activities. These skills can then be taken forward and put into practice when attending school, further education and training or in the workplace.

Saturday 27th June – Plymouth Hoe - RAF and Allied Air Forces Monument Commemoration and Thanksgiving Service and then Plymouth's Armed Forces Day.

Sunday 28th June - Presentation at the Rugby Club to the Torpoint Tigers Rugby young players aged from 6years Boys and Girls.

Thursday 2nd July – Pelynt Church - Presentation to Mike Shepherd of the Kneehigh Theatre Company of the Trelawney Plate by the Lord Lt. of Cornwall.

Friday 3rd July – Sparrow Park – A minutes silence to remember the bombings in **London** on the 7th July 2005

Saturday 4th July - Football Club presentation/raffle to the Mini Soccer Team.

Friday 10th July – St James Church Hall – Presentation to Jean Pidgen on the 40th Anniversary of starting up the Mini Market.

Friday 10th July – Conservative Club for the presentation to Tony Smith our Handyman/Caretaker on his retirement.

Sunday 12th July - St Andrews Church Plymouth – Sea Sunday Church Service.

Monday 13th July – Antony House –Presentation of the Community College Duke of Edinburgh Awards.

I would like to thank the Students from Torpoint Community College on the Display of Mosaics they have made and put on the wall at Benodet Park. Fantastic show!

58-15 Planning Applications

a) PA15/05914 – 30, Wellington Street, Torpoint – Proposed rear flat roof dormer.

Members observe that appropriate screening should be put in place, suggest that it could be overdeveloping the site and seek assurance that it complies with multi occupancy fire regulations.

59-15 Minutes of the Development and Localism Committee:-

It was **resolved** that the minutes of the meeting held on Thursday 25th June 2015 (as circulated) and to consider the recommendations in minute's 16-15DL (To appoint a Neighbourhood Plan/Vision Consultant), 18-15DL (Town Council Development Plan [Strategy document]) are adopted and implemented. Pursuant to minute 18-15DL (Town Council Development Plan), the Chairman reminded members that no consideration had been given should the Council wish to absorb the Library service and suggested that the plan should be deferred to the September meeting of this Committee. Councillor Mrs R A Southworth reminded members that the budget setting meeting is scheduled in November and this would give very little time prior to the November F & P Committee when the budget was reviewed and considered. Councillor Davis also spoke of the difficulties with trying to assess expenditure as some of the plan was speculative. The Deputy Town Mayor spoke of the expenditure for the Town Centre Manager and it was explained by the Chairman that this was based on a best guesstimate and included on-costs. After further consideration it was **resolved** this item is deferred to the September meeting of the Finance and Personnel Committee for further consideration with all Council members being invited to attend. With reference to the Development Plan the Clerk informed the meeting that Cornwall Council had asked if this Council had any interest in the following pieces of land and members **resolved** to respond with the following:-

- i) Adela Road (the piece of land adjoining Clarence Road)* - the Council no longer had any further interest in this piece of land.
- ii) Rowe Street (adjoining the North Hill service lane) – Members express a continued interest in this piece of land subject to discussions on the issues with paving slabs and the tree.
- iii) Sparrow Park – Members express an interest in Sparrow Park subject to prior discussions on the issues with the perimeter wall and also the coping stones.
- iv) Tennis Courts (in Thanckes Park) – members express an interest in the enclosed land but not at this time the hut on the land. However members suggested that interest might be expressed in the hut at a later stage.

*Councillor J Tivnan reminded members that the condition of Adela Road could be linked with development of the land at the end of Clarence Road. In any event Councillor Tivnan urged the Council to pursue the

suggestions put forward by the Cornwall Council officer on a possible method to secure improvements to Adela Road.

Pursuant to minute 19-15DL (a) (Coastal Community Initiative) it was **resolved** that this matter would be taken with the public and press excluded (Public Bodies (Admission to Meetings) Act 1960 sec 1 para 2) as the matter to be discussed had a publicity embargo placed upon it.

60-15 Minutes of the Finance and Personnel Committee:-

It was **resolved** that the minutes of the meeting held on Monday 30th June 2015 are received the recommendations in minutes recommendations in minute's 33-15F&P (a) (Budget Monitoring Policy), 34 15F&P (a) (Overtime/Casual Hours), 34-15F&P (c) (Organisational Framework – Organisational Chart/Roles/Skills Audit) and 36-15F&P (a) (Torpoint Ferryboat Entertainers – Application for a grant £500) are adopted and implemented. Pursuant to minute 36-15F&P (a) (Torpoint Ferryboat Entertainers – Application for a grant) the Assistant Town Clerk read both options to members prior to the Council considering the matter.

61-15 Minutes of the Asset Management and Operations Committee

It was **resolved** that the minutes of the meeting held on Thursday 2nd July 2015 are received the recommendations in minute's recommendations in minutes 37-15 AMO (d) (Defibrillator) and 38-15 AMO (g) (Electrical circuits) are adopted and implemented. Pursuant to minute 37-15AMO (b) (Hall Heating) members considered the paper submitted by Cornwall Compliance Ltd., of the various heating options available to the Council. After considering the matter it was **resolved** that the Council favoured options 3 (Air Conditioning) and 5 (Keeping the existing gas boilers but replacing the high level heaters with low level fan coil units). The Assistant Town Clerk would now report the Council's instructions to the contractors and request that the specifications are now written into tender documents that are sent to appropriate contractors.

62-15 Financial Comparison and External Auditors Report

It was **resolved** that the June 2015 financial comparison (as circulated) is received and adopted. It was reported that the Assistant Town Clerk has reviewed the income and expenditure and confirmed the financial comparison as being accurate. The Clerk reported receipt of the external audit report from the External Auditors Grant Thornton UK LLP. The Clerk reported that there are no issues or recommendations to report from the External Auditor. It was therefore **resolved** that the External Auditors report is received noted and confirmed that no matters of concern have been brought to this Council's attention. The Clerk was thanked for another satisfactory conclusion to audit.

63-15 Accounts for payment

PAYEE	REASON	GROSS	(VAT)	NETT
Cornwall Council	Rates (Council Chambers) August	1,018.00	0.00	1,018.00
Cornwall Council	Rates (Public Cons) August	114.00	0.00	114.00
Play Inspection Company	H & S Inspection Skateboard Park	71.94	11.99	59.95
Viking Direct	Pre Ink Stamp	32.99	5.50	27.49
Don Benson	Clock Winding (May)	28.00	0.00	28.00
Security Dynamics	CCTV Annual Service Contract	525.00	0.00	525.00
British Telecom	Phone Bill	313.36	52.22	261.14
Visitor Management Ltd	Members TTC Lanyards	68.70	11.45	57.25
Viking Direct	Stationery/Stamps	92.82	6.47	86.35
M N Pearn (reimbursement)	Mayoral Board Update	70.00	0.00	70.00
St Cleer PC (MVF)	Knapsack Spayer/PPE /Spray	135.28	0.00	135.28
British Telecom	Telephone	30.52	5.08	25.44

It was **resolved** to delegate payment of invoices received during of August to the RFO for presentation and confirmation to the Finance and Personnel Committee in September.

64-15 Correspondence

a) Torpoint Dementia Action Alliance – Request to use facilities at no cost.

Noted. It was **resolved** to allow use of the premises at no cost as requested subject to the usual terms of reference.

b) Sheryll Murray MP – Torpoint Slipway (Copy letter).

Noted.

c) Sheryll Murray MP – Surgeries.

Noted.

d) CHICKS – Grant Acknowledgement Letter.

Noted.

e) Cornwall Council – Highways Act 1980 – Torpoint Medical Centre.

Noted.

65-15 Reports

a) Neighbourhood Plan Steering Group.

In the absence of the Steering Group Chairman, Councillor G J Davis presented the report. After due consideration, it was **resolved** to accept the report including confirmation that the proposed logo for the group is acceptable to the Council. It was further noted that the award of finances for the project has been awarded to this Council and not the Steering Group. Councillor Mrs. K Brownhill voiced concern at content on the groups Facebook Page reminding members that neither the Carnival nor opening the tennis courts are initiatives of the Steering Group. Councillor Mrs. Brownhill suggested that Facebook page implies that it is. In the absence of the Chairman, Councillor Davis could not give a definitive response on this matter. Councillor Davis gave an update to members on progress of this plan.

b) Cornwall Council Report:-

Councillor B Hobbs reported on the recent Library Challenge to encourage children to read books. Councillor Hobbs also advised the meeting that Stagecoach were to discontinue bus services in Torpoint. This prompted a response from Councillor G J Davis on the topic of the future of the bus depot in Trevol Road. The Mayor informed the meeting that he is pursuing this matter. Councillor Hobbs briefly spoke on the CNA meeting that is to be held at the Council Hall on Thursday (23rd July) advising members that the Housing Officer is attending the meeting. Councillor Hobbs then spoke on housing allocation and the criteria for being including the rules for those that refuse offers of housing. The Deputy Town Mayor interjected by seeking clarification if those that refused allocated houses on the grounds of being geographically unsuitable or impractical, would become ineligible if suitable accommodation became available in the town. Councillor Hobbs clarified the situation by explaining the rules.

Councillor M N Pearn presented the ferry report that is replicated below:-

DATE	EFFICIENCY %	CROSSINGS
w/c 15 th June	98.9% efficient	14 crossings lost (Lynher drive loss/prow arm sensor damage)
w/c 22 nd June	100% efficient	0 crossings lost
w/c 29 th June	100% efficient	0 crossings lost
w/c 06 th July	100% efficient	0 crossings lost

Target is 99% Average since the last report – 99.7%. Average during last rolling 12 month period – 99.5%.

Councillor Pearn also advised members that Cornwall Council would not provide a refuse bin in Thanckes Park near the foreshore and advised of the requirement to enter into an agreement with CORY to facilitate emptying the bin. Councillor Pearn concluded by advising the meeting that the deal and case for Cornwall should be signed today.

c) Torpoint Town Partnership (TTP):-

The Town Mayor reminded members that the next meeting of the TTP is scheduled for 20th August 2015.

d) Cornwall Armed Forces Day:-

The Mayor thanked all those that had participated in the event and described it as a fantastic day well received by all those that had attended. The Mayor reminded members that the "wash up" meeting is to be held on Monday 21st July 2015.

e) Coastal Community Initiative:-

It was **resolved** that this taken with the public and press excluded as the item to be discussed has been given a publicity embargo.

66-15 Date of the next meeting.

Thursday 17th September 2015

67-15 Adjournment of the Meeting.

It was **resolved** that the meeting stand adjourned until after the Open Forum as the item to be discussed has a publicity embargo. (Public Bodies (Admission to Meetings) Act 1960). The minute is listed as confidential and appended to these minutes.

Meeting closed at 9.15p.m.Town Mayor

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OPEN FORM

There was no question or matter raised by the public.