



TORPOINT TOWN COUNCIL

MINUTES of a meeting of the Development and Localism Committee held on Thursday 2nd May 2024 at 7.00pm in the Council Committee Room, 4 York Road, Torpoint.

PRESENT: - Councillor Miss R A Evans BEM (Chairman), G J Davis (Town Mayor), Deputy Town Mayor (Councillor Mrs J M Martin), Councillors Mrs. L Fellows, Mrs. C E Goodman, L E Keise, Mrs. J L Reeves, C R Sawyer, J Tivnan BEM and B A Walsh plus the Town Clerk & RFO (Clerk).

ALSO PRESENT: - Councillor C R Still.

	ACTION
<p>01-24D&L Apologies for absence None.</p>	
<p>02-24D&L Declarations of Interest relating to items on the Agenda None.</p>	
<p>03-24D&L Minutes of the previous meeting It was resolved that the minutes of the Development and Localism Committee meeting held on Thursday 4th April 2024 were taken as read, confirmed and signed by the Chairman.</p>	
<p>04-24D&L Matters arising from the minutes a) Meet with correspondent regarding future community art project: - Pursuant to minute 164-23D&L (a), the Chairman (Councillor Miss R A Evans BEM) and the Clerk had a meeting with the correspondent yesterday. He is a really enthusiastic artist and has produced some artwork for Saltash Town Council. The Chairman will put him in touch with the local Torpoint Artist Collective group as well as other local artistic/creative groups. The correspondent will also share some ideas he has for improving the artwork at Rowe Street. The Chairman agreed to continue the dialogue with the resident. Councillor Mrs. C E Goodman highlighted about the weekly Art group running on a Friday morning at the Library and Community Hub. b) Water refilling station to be installed in Bénodet Park – update on progress/landowner permission/funding: - Pursuant to minute 164-23D&L (b), the Clerk explained there is no further update from Cornwall Council on permissions, a decision is awaited. Councillor Mrs. C E Goodman was delighted to advise that 'Sea Change' has agreed an amount of £2,300 of funding for this project. Highlighting that following the installation survey undertaken at Bénodet Park, the wooden bi-folding door to the tea hut window would need to be altered, it is suggested this this could be undertaken by the Operations Team. Councillor Goodman explained more detail about how each of the individual funding opportunities for the water refilling station will need to be claimed, adding this may mean an initial payment being expended, before claiming back the expenditure from the funding body.</p>	
<p>05-24D&L Community Hub and Library a) Newsletter from the Community Hub & Library: - Members' thanked the Community Hub and Library Development Manager (CH&LDM) for the newsletter, as circulated and thanked the staff and volunteers for all their effort at the facility.</p> <ul style="list-style-type: none"> ➤ Volunteers at the facility have been supporting each other, including one volunteer who took another volunteer to a Minor Injuries Unit, as the volunteer had sustained an injury at home. ➤ Regarding the forthcoming D-Day 80 Beacon Lighting event, (Thursday 6th June), as the facility plans to stay open for refreshments, a suggestion has been put to collaborate with 	

<p>Torpoint Community Cinema to offer for sale, hot dogs or similar snacks, with the facility staying open until say 8.30pm, members' agreed this as a proposal.</p> <ul style="list-style-type: none"> ➤ Volunteer / staff training day is being planned for 11th July 2024. ➤ 'No Mow May' – an in-depth debate was had about 'No Mow May' and also an additional Cornwall Council initiative called 'Low Mow May', with many members contributing to the discussion. Reference was made to complaints made in the past when the area around the building had not been cut, this was cited against the council's Climate Emergency declaration. It is agreed the Operations team will, using their knowledge and experience, identify areas for either 'Low Mow May' and 'No Mow May'. ➤ Funding for community hubs is continuing and the level of funding is £8,000 as a minimum payment to all hubs. Collaboration continues to be essential and a further £1,000 will be payable (subject to a maximum of 10 items), for each additional item, from a long list of 'additional offers.' ➤ Digital community hub funding is also available, which will be applied for. ➤ The timeline for the part time vacancy was detailed, with interviews scheduled for Monday 20th May. <p>The Chairman (Councillor Miss R A Evans BEM) invited the Deputy Town Mayor (Councillor Mrs. J M Martin) to give a summary having undertaken a review on the Library and Community Hub facility, as a result of anonymous feedback the Town Mayor had received. The Deputy Town Mayor explained that confidential meetings had taken place with all staff, representatives from Torpoint Archives and Heritage Centre as well as a member, the results highlighted it is seen by many as an excellent facility. A summary of actions from the review was shared on the screen and improvements are already being implemented. In the future a team building day will be planned as well as staff training, which has been identified. The Town Mayor (Councillor G J Davis) thanked the Deputy Town Mayor for undertaking the review, with the Clerk, and thanked Councillor Mrs. Martin for summarising the actions/outcomes from the review. The Deputy Mayor explained that she had met with all the staff and thanked them for taking part in the review. The Clerk asked to record in the minutes that the Deputy Town Mayor had conducted the meetings with professionalism at all times.</p> <p>b) Café Income & Expenditure: - Noted, members' minuted thanks to all the team of staff and volunteers for the café income generated at the start of the financial year.</p>	<p>Clerk</p> <p>Clerk</p>
<p>06-24D&L Policies referred to this Committee None.</p>	
<p>07-24D&L To consider the Council Business Risk Management</p> <p>a) Budget Variance – Development and Localism Committee Responsibilities: - The Committee considered the March 2024 financial information, as previously circulated and the items relevant to this committee, there were no concerns. The Clerk referred members to the amounts unspent in each of the earmarked reserves (projects) this committee oversees and explained these amounts will be carried over to the new financial year, particularly highlighting the Vision projects ear-marked reserves.</p>	
<p>08-24D&L Items Referred to this Committee None.</p>	
<p>09-24D&L Other projects</p> <p>a) Devolution/ tennis courts launch/ visit from Simon Mould Cornwall Council: -</p>	

Pursuant to minute 169-23D&L (a) the Chairman (Councillor Miss R A Evans BEM) initially summarised the fabulous launch event of the improved tennis courts, which were opened by Sheryll Murray MP, the Town Mayor and a representative from the LTA. However, Councillor Evans also explained her disappointment as how the event did not celebrate the accessibility gate and some guests were made to wait outside the court, prior to the ribbon being cut.

Summarising other points and plans for the future: -

- The LTA has targeted sales of 50 household memberships over the next 12 months, with 12 having been purchased to date, this is a great start;
- The three local schools have agreed to publish details about how to book a court and buy a membership in their newsletters;
- There has been interest from two local LTA coaches, so the next step will be to advertise and recruit for one local coach to operate at the courts.

Clerk

Councillor Mrs. L Fellows, asked to read out a statement, which is copied here: -

"I for one returned home on Saturday feeling very upset, disappointed, let down and despondent. Back in 2022 we had a discussion regarding an email that had been sent in regarding the lack of accessibility at the tennis courts, this then prompted an EDI Policy being written by myself and Councillor Tivnan that was unanimously voted in. This policy was set in place to minimise the risk of any potential legal threats or any form of discreditation of our town or the town council. As a town council we agreed to set up the Diverse Advisory Panel who meet each quarter to discuss accessibility concerns, update the accessibility audit and work together to find solutions within our town. The Diverse Advisory panel in my opinion have made huge steps in increasing accessibility within our town and are at a really exciting stage where they are about to launch the doorbell scheme and the local organisation sticker scheme, these two alone will create a large impact on EDI focus within our town.

Which leads me into the proceeds of Saturday, where we not only used the inaccessible court, but we also did not invite any of the members of the diverse panel to the opening, they were not mentioned at any stage, including the Facebook post on Tuesday. I note that Friends of Thanckes Park (FoTP) were thanked and rightly so, however, it is my understanding that they donated the money for tennis court accessibility – another opportunity to at least mention the accessible court - missed.

I have previously stated that the tennis courts opening was a fantastic platform to inform the town of our commitment to inclusion, instead, in my opinion what we showed was exclusion by having a wheelchair user sat at the gates to court until after the ribbon had been cut at the other end of the courts. Regardless of whether she wanted to be in the picture or not.

In my bio on the website it states that I joined the council in order to give the disabled community a voice, I feel I do that, or I did until Saturday and Tuesday when the Facebook post went out. The post that didn't mention any of the work that has been put in to create an EDI friendly community, town and council and not by me I'm not seeking recognition, but by external agencies and the Diverse panel, even after I had expressed my feelings about Saturday to the relevant people. It all felt like EDI is a tick box exercise and all of the work that has been completed was glossed over, I felt like I had failed and had my resignation ready to hand in. After a lengthy discussion I was made to realise if I resigned, I would definitely fail.

I am extremely proud of what has been achieved and passionate about making a difference within our town, this is why I felt the way I did. Let's not dwell on the past, let's use it to learn from. So, I have been asking myself, how can we do better? So far this is where I got to.

Moving forward to today, I think perhaps as a council we need to remember what we all unanimously voted for, and what our responsibilities are regarding this. I would ask that everyone rereads this policy especially our commitments: point 1.7. I would also like to make a few suggestions of how we can move forward from this and not undo all of the work that has already gone in.

I had a discussion with the Clerk yesterday where she discussed the importance of increasing membership for the tennis courts, we agreed that having a fully accessible court is a USP and one we should be tapping into, the Clerk suggested we do a completely separate media piece on the tennis courts, by having two wheelchair users photographed playing on the courts.

I would also like to suggest that we make contact with Jude Cook to take advantage of her 1-day free EDI training course. For those who attended the EDI micro session back in July last year, this is the same lady. The training was very informative, although there is so much more to learn and be aware of. I am also a little disappointed that I have been the only Councillor signed up to take part in the neurodiversity webinar taking place next week.

The Mayor has held question and answer sessions with community organisations, groups, youth and schools, I would like to suggest that we offer this invitation out to the diverse panel and perhaps the wider community, so that you can hear their concerns and suggestions for yourselves. Invitations to attend the diverse panel meetings are extended to any Councillor that would like to attend and learn about some of the restrictions found by disabled residents for themselves, please get in touch with the Clerk for dates moving forward.

The diverse panel is included within the newsletter which I believe to be positive movement, the sticker scheme letter will be going out to all local businesses soon, which will hopefully gain further engagement and understanding within our town. I am extremely excited to see the EDI button on the website – although not got any content yet, the button is there!

I strongly believe as a council we should be leading this positive change, we made a commitment to do so by adopting the EDI policy, it's not enough to tick a box, we have to show our commitment to making this positive change. These are only a few steps to enhance the movement we have already made, I'm sure as a council we could come up with many more."

In response, the Chairman thanked Councillor Fellows for summarising her thoughts and encouraged members to consider her views. The Town Mayor (Councillor G J Davis) apologised for not ensuring accessibility was included in his speech, as well as the press release, with the Clerk also giving apologies for not ensuring accessibility was included. In future, information shared will highlight the accessible court, celebrating the unique selling point for one of the courts. The Deputy Mayor (Councillor Mrs. J M Martin) encouraged the council to ensure that for future events, everyone is given the opportunity to be involved in the planning of events.

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The Chairman explained Simon Mould, Head of Resilient Communities at Cornwall Council is visiting and touring the town with the Clerk on Tuesday 14th May, asking whether there are any additional assets the council would like to consider to be devolved, with the resounding response being that currently there are none.

The Town Mayor explained in detail the background and process about how all the sites which have been devolved from Cornwall Council, were initially considered, reviewed and then implemented.

b) Horson Field: -

The Town Mayor explained, having recently attended a meeting, called by D Greenough from Cornwall FA. Discussions regarding the current [legal] agreements in place for Horson Field were had, with Antony Estate and representatives from Cornwall Council in attendance. Prior to the meeting Cornwall FA had been liaising with the local football clubs and the Football Foundation, looking at funding opportunities for Horson Field.

(At this point in the meeting Councillor L E Keise declared an interest in this agenda item, as he had recently been appointed Chairman of Torpoint AFC.)

Following further discussion from members regarding Horson Field, the Town Mayor summarised by explaining, the town council had been invited to be present at the meeting, to be made aware of the ongoing discussions that are taking place.

10-24D&L Planning Applications

a) PA24/00806 - Demolish existing Good Templar's Hall and replace with a single dwelling without compliance with condition 2 of decision notice PA23/01285 dated 05/06/2023. St. John Ambulance Or The Good Templars Hall Ferry Street Torpoint PL11 2AY.

It is **resolved** there are no objections or observations.

11-24D&L Localism

a) Town Team Project Board (TTPB): -

- The Town Mayor (Councillor G J Davis) explained the Masterplanning work being undertaken on Lower Fore Street, by Clifton Emery Design, with Cornwall Council sharing the expenditure with the town council, is progressing.
- The recent meeting of the TTPB had been cancelled, with the next meeting date scheduled for Tuesday 11th June.
- The Clerk explained a project requirement for the community building project is to purchase and install a plaque, as this project was for a 'feasibility study' the Clerk has clarified that currently a 'poster' displayed in the council office, with the correct publicity information will suffice.
- The Clerk was pleased to confirm that payment for the final claim for the project BUS006_0042 - Torpoint Lower Fore Street Feasibility Study has been received.

b) 3G Pitch 9v9 Project: -

Pursuant to minute 172-23D&L (b.) (i), the project is progressing. The Clerk has progressed the draft Memorandum of Understanding and will continue working with Torpoint Community College, ready to bring to the next meeting.

c) Vision and other Projects: -

Currently there are no other vision projects the council is looking to pursue.

d) Neighbourhood Development Plan (NDP): -

The Town Mayor explained the Neighbourhood Development Plan had been submitted to Cornwall Council for legal compliance, whilst alongside this process Cornwall Council had submitted a pre-

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application for the land at Defiance Field. Following a meeting held with Sport England, the Town Mayor explained that some changes are now needed to be made to the plan, to mitigate against the loss of the playing field. Explaining these mitigations, the Town Mayor explained the Regulation 16 consultation has now been put on pause by Cornwall Council. A meeting of the NDP steering group will be arranged and other meetings planned, as necessary, before updates to the NDP are made. It will then be re-submitted to Cornwall Council for compliance, which it is hoped will be expedited.

12-24D&L Climate Emergency Action Plan

a) To consider the actions relating to this Committee: -

One of the actions is to consider possible locations in the town for the installation of EV charging units. Following in-depth discussion, suggestions were put, which included: -

- i) Cornwall Council top car park;
- ii) Cornwall Council Sainsbury's car park (although it is understood there are covenants on this land which would restrict installation);
- iii) Torpoint AFC car park (acknowledging this is private land);
- iv) On street charging. It is agreed for [Cornwall] Councillor J Tivnan BEM to feedback these possible sites to Cornwall Council.

Cllr Tivnan

13-24D&L Equality, Diversity and Inclusion

a) Correspondence regarding play parks – Miss G Lees – Diversity and Inclusion: -

Following receipt of the correspondence Councillor Mrs. L Fellows asked whether there is an update on when the council is looking to undertake phase II of the planned improvements to Cambridge Field, highlighting that inclusive play park equipment was planned to be included in the phase II improvements. Following discussion, and to answer Councillor Fellows' question, members were keen to consider the purchase and installation of an inclusive / wheelchair user park swing, at Cambridge Field. At this early stage, the Chairman/Clerk are tasked with making enquiries about costs, looking at where similar equipment has been installed. Clerk to respond to the correspondent thanking her for bringing her sons situation to the attention of the council.

Cllr Evans/
Clerk

14-24D&L Accounts for Payment.

PAYEE	Invoice Number	Total	TAX	NET	Description
Cornish Pod	iz1516	145.80	0.00	145.80	Archives Celebration
BS Embroidery Plus	4473	72.18	12.03	60.15	Staff Clothing
Cornish Pod	iz1517	189.00	0.00	189.00	Tennis Courts Opening.
Health and Safety Advisor Online	12-8458460	79.80	0.00	79.80	Online Subscription
Hampshire Flag Company	INV24497	610.22	101.70	508.52	Bunting
SMP	4034	558.00	93.00	465.00	Remove and Replace 5 Toilet
James Hallam	531419200	751.80	0.00	751.80	Motor vehicle Insurance Policy 08/03/2024 - 07/03/2025
TOTAL		2,406.80			

15-24D&L Correspondence

a) Thanckes Park Play Park – add pumpkin planters - Friends of Thanckes Park: - Thank you for the proposal, agreed for Friends of Thanckes Park to proceed.

b) The Clean Cornwall Newsletter: - Noted.



<p>c) Tamar Bridge and Torpoint Ferry joint committee – South East Cornwall Community Area Partnership (CAP): - Following discussion it is recommended that no representation of the Tamar Bridge and Torpoint Ferry joint committee is required on the South East Cornwall CAP, as the current make-up of the joint committee provides suitable representation already.</p> <p>d) Yep! Newsletter Spring 2024: - The newsletter is noted; Councillor Mrs. L Fellows explained, having signed Beat4autism CIC up to be one of their collective partners, suggested a representative from Yep! could be invited to attend a future meeting of the council. The Chairman suggested liaising with the Town Mayor to invite them to give a presentation in advance of a future council meeting.</p> <p>e) Update report from Torpoint Town Council for South East Cornwall Community Area Partnership:- Agreed for the Town Mayor and Clerk to complete and submit for Torpoint.</p>	<p>Council</p> <p>Cllr Fellows/ Cllr Davis</p> <p>Cllr Davis/ Clerk</p>
<p>16-24D&L Date of next meeting Wednesday 5th June 2024 in the Library and Community Hub.</p>	
<p>17-24D&L Any Business that has been disclosed to the Chairman and members prior to the meeting</p> <ul style="list-style-type: none"> ➤ Friday 17th May 2024 – Cornwall Dementia Conference @ Royal Cornwall Showground. ➤ The Chairman suggested the council participates in national 'Thank you day' on 7th July and will circulate information to members. ➤ The Chairman thanked all members for their contribution to this committee over the last 12 months, thanking them for their support. 	<p>Cllr Evans</p>
<p>Meeting closed at 9.01pm _____ Chairman</p>	