



TORPOINT TOWN COUNCIL

MINUTES of a meeting of the Development and Localism Committee held on Thursday 5th September 2024 at 7.00pm in the Council Committee Road, 4 York Road, Torpoint.

PRESENT: - Councillor Miss R A Evans BEM (Chairman), Councillor G J Davis (Town Mayor), Councillors Mrs. L Fellows, Mrs. C E Goodman, L E Keise, J Tivnan BEM and B A Walsh plus the Town Clerk & RFO (Clerk). The Community Hub & Library Development Manager (CH&LDM) was in attendance.

IN ATTENDANCE: - Councillor Mrs. K Brownhill (Deputy Town Mayor) and Councillor Mrs. J M Martin.

Representatives from Diversity to Thrive and Yep! gave a brief presentation to the committee, starting at 7.00pm.

	ACTION
<p>54-24D&L Suspension of Standing Orders: - It was resolved to suspend standing orders, to allow representatives from Diversity to Thrive and Yep! to give a brief presentation. Standing orders resumed at 7.24pm and the meeting commenced.</p>	
<p>55-24D&L Apologies for absence Councillors Mrs. J L Reeves, C R Sawyer and C R Still.</p>	
<p>56-24D&L Declarations of Interest relating to items on the Agenda None.</p>	
<p>57-24D&L Community Hub and Library a) Newsletter from the Library and Community Hub: - The Chairman (Councillor Miss R A Evans BEM) welcomed the recently appointed Community Hub and Library Development Manager (CH&LDM) to her first meeting, thanking her for the newsletter, as circulated, as well as thanking all the staff and volunteers for their continued efforts at the facility.</p> <p>The CH&LDM summarised her additional report, as previously circulated, which detailed her experience over her first three weeks at the Library and Community Hub. Also, a lady who had recently been on a Radio Cornwall, 'singing the praises of the Library and Community Hub', plus the number of people visiting the facility, who are unfortunately in crisis.</p> <p>The theme of the Summer Reading Challenge was Marvellous Makers! Alongside children taking part in the reading challenge, there was lots of opportunities to get involved in hands on activities. 139 children signed up to the reading challenge and so far, 51 children had completed it.</p> <p>The CH&LDM explained that customers to Dreckly's café really love homemade cakes and these sell really well, with a suggestion made about how the baking of the cakes could be improved in the future.</p> <p>Forthcoming events include: - Wednesday 11th September Cornwall Energy Plus offering advice and guidance Thursday 19th September Christian's Against Poverty South East Cornwall 1 – 3pm Debt drop-in advice and guidance Friday 27th September Macmillan Coffee Morning</p>	

<p>Councillor Mrs. L Fellows minuted thanks to the CH&LDM for arranging a future meeting, with a volunteer who is enthusiastic to film, then edit and produce an accessibility video for the building. Also Councillor Fellows thanked the CH&LDM for her donation to the accessible play equipment fundraising event.</p> <p>Following discussion regarding home baking a suggestion was put and it is recommended to explore a nominal amount, to be offered for home baking cakes, which are subsequently served and sold in Dreckly's café.</p> <p>b) Café Income & Expenditure: - Noted. (The CH&LDM left the meeting at this point.)</p>	Council												
<p>58-24D&L Minutes of the previous meeting It was resolved that the minutes of the Development and Localism Committee meeting held on Thursday 4th July 2024 were taken as read, confirmed and signed by the Chairman.</p>													
<p>59-24D&L Matters arising from the minutes a) Next edition of the council newsletter: - Pursuant to minute 40-24D&L (b) the Clerk gave a newsletter issue record as well as explaining the dates for the production of the next edition of the newsletter, as copied below: Newsletter issue log</p> <ol style="list-style-type: none"> 1. Coronavirus (Covid-19) Care leaflet 2. Covid-19 Community Support leaflet 3. December 2021 4. May 2022 5. October 2022 6. February 2023 7. June 2023 8. September 2023 9. December 2023 10. April 2024 11. July 2024 <p>Sept/Oct 2024 newsletter deadlines:</p> <table border="1" data-bbox="115 1388 1308 1612"> <tr> <td>30th September 2024</td> <td>Deadline for artwork submission</td> </tr> <tr> <td>4th October 2024</td> <td>Artwork to be forwarded to Print Options</td> </tr> <tr> <td>14th October 2024</td> <td>Print Options return first proof</td> </tr> <tr> <td>17th October 2024</td> <td>Approve final proof</td> </tr> <tr> <td>25th October 2024</td> <td>Printing by</td> </tr> <tr> <td>28th October 2024</td> <td>Distribution starts</td> </tr> </table>	30 th September 2024	Deadline for artwork submission	4 th October 2024	Artwork to be forwarded to Print Options	14 th October 2024	Print Options return first proof	17 th October 2024	Approve final proof	25 th October 2024	Printing by	28 th October 2024	Distribution starts	
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<p>The Deputy Mayor (Councillor Mrs. K Brownhill) made a suggestion to include an update about what is being planned at the site of the former Police Station, in the next newsletter.</p>	Clerk												
<p>60-24D&L Policies referred to this Committee None.</p>													
<p>61-24D&L To consider the Council Business Risk Management a) Budget Variance – Development and Localism Committee Responsibilities: - The Committee considered the August 2024 financial information, as previously circulated and the items relevant to this committee, the only concern highlighted by the Clerk is the continued delay in receiving the funding income for the library and community hub, Clerk to chase payment.</p>	Clerk												

<p>62-24D&L Items Referred to this Committee None.</p>	
<p>63-24D&L Other projects a) Devolution/ tennis courts: - Pursuant to minute 45-24D&L (a) the Clerk shared an update, on screen having recently had a meeting with an LTA representative, on progress with the tennis courts: -</p> <ul style="list-style-type: none"> ➤ Maintenance: Cornwall Council has been contacted to address the overhanging tree and the brambles. The courts maintenance plan has been included and discussed at the recent Finance and Operations Committee meeting. ➤ Bookings & Membership: Continued growth of members with good number of court bookings and income generated to date. ➤ Donated equipment: It is great to hear there is an offer of free equipment to users with communication going out to members, whilst acknowledging the donation via social media. ➤ Activators: Good progress with two activators (who are volunteers) to allow Free Park Tennis (FPT) to be established (10-11am on either Saturday or Sunday). This will be a huge benefit to the local community and enable a wider and more diverse player base to access the courts. Agree with the suggestion of running four sessions ahead of October Half Term with a view of restarting in Spring 2025. ➤ Coaches: The LTA advice is to hold off on coach recruitment until early next year and focus on establishing FPT for now. The activators might be interested in completing the relevant coaching qualifications in which case they would be perfectly placed to provide the right coaching offer to match the types of users accessing your courts. Bursaries are available. ➤ Wheelchairs: Fantastic news on The Dan Maskell Tennis Trust funding to support the purchase of two wheelchairs - congratulations again. As discussed, something to consider in the future would be to link with other venues who have a good disability programmes i.e. South Devon Tennis Centre in Ivybridge and Heron Tennis in Newquay. This would provide greater playing opportunities for those who use the chairs. ➤ Action planning: The LTA is creating a simple action plan template specifically for park operators to allow them to continue receiving support beyond initial investment. This will allow providers to be a little more strategic moving forward by creating a bespoke plan for Thanckes Park that is guided by the town councils overarching vision for the courts. ➤ Park Forum: A date and location are being finalised for the next park forum. Provisional date is Wednesday 2nd October in Exeter, an invitation and further details will follow. <p>It is agreed an update on progress with the tennis courts, including seeking further activators should be included in the next newsletter. A discussion will be had in the future about whether any free of charge court usage can be considered.</p>	<p>Clerk</p>
<p>64-24D&L Planning Applications None.</p>	
<p>65-24D&L Localism a) Town Team Project Board (TTPB): - The Town Mayor (Councillor G J Davis) explained that grant funding forms were expecting to be submitted to The Armed Forces Covenant Fund, however, they will not fund mixed use projects and this site is clearly mixed use.</p>	

<p>i) The council Community Area Partnership report submitted for the September meeting is noted.</p> <p>b) 3G Pitch 9v9 Project & CIL grant: - Pursuant to minute 47-24D&L (b.) (i), the project is progressing.</p> <p>i) Memorandum of Understanding between Torpoint Town Council and Torpoint Community College with amendments: - Following consideration of the Memorandum of Understanding (MoU) between Torpoint Town Council and Torpoint Community College with amendments, it is recommended to delegate to the Clerk to sign the MoU between both parties, for and on behalf of the council.</p> <p>c) Vision and other Projects: - The Town Mayor (Councillor G J Davis) reminded the Clerk to arrange for the bunting on Fore Street to be taken down at the end of September.</p> <p>d) Neighbourhood Development Plan (NDP): - The Town Mayor (Councillor G J Davis) explained there are some queries regarding Defiance Field and the proximity of the site of the Oli and Pipelines Agency, which are being addressed. The Regulations 16 consultation concludes on 20th September.</p> <p>e) Tourism event 2025: - A small group of key organisers has been set up; at this meeting a name was agreed: Torpoint Festival 2025. A save the date poster is being produced and will be circulated on social media and in the newsletter.</p>	<p>Council</p> <p>Clerk</p> <p>Clerk</p>
<p>66-24D&L Climate Emergency Action Plan</p> <p>a) To consider the actions relating to this Committee: - The working party has arranged to meet on Wednesday 18th September, at 4.00pm to update the action plan.</p>	<p>Clerk & others</p>
<p>67-24D&L Equality, Diversity and Inclusion</p> <p>a) Update on research into costs and funding opportunities for purchase and installation of an accessible play equipment: - Pursuant to minute 49-24D&L (a), Councillor Mrs. L Fellows gave an update on progress.</p> <ul style="list-style-type: none"> ➤ Thanks were minuted to everyone who had helped to make the fundraising event, such a success, a significant amount was raised, approximately £850.00. <p>b) Update from the recent Torpoint Diverse Advisory Panel: - The next meeting date is to be arranged.</p>	<p>Cllr Fellows/ Clerk</p>
<p>68-24D&L Accounts for Payment.</p> <p>None.</p>	
<p>69-24D&L Correspondence</p> <p>a) VE Day 80 Celebrations 8th May 2025, purchase and fly a Flag of Celebration: - Following consideration of the information, as previously circulated, it is recommended to purchase and fly a Flag of Celebration for VE Day 80 Celebrations on 8th May 2025. It is further recommended to organise a Beacon Lighting event at Rendel Park, inviting the Torpoint Sea Cadet band to perform, to celebrate VE Day 80 Celebrations on 8th May 2025.</p> <p>b) Rame Cluster meeting 1st October at 6.30pm – who is attending: - The Town Mayor (Councillor G J Davis) will attend the meeting. Councillor Mrs. L Fellows was advised to contact Councillor Mrs. K Ewert to ask for an additional agenda item to be included at</p>	<p>Council</p> <p>Council</p> <p>Cllr Fellows</p>

<p>the Rame Cluster meeting.</p> <p>c) Torpoint Arts Collective CIC (TAC) information: - The Torpoint Arts Collective CIC (TAC) information is noted.</p> <p>Following discussion, the Clerk is directed to invite the groups as detailed to present at future committee and council meetings: -</p> <ul style="list-style-type: none"> ➤ Torpoint Ramps Forum – Finance and Operations Committee - Monday 30th September 2024 ➤ Torpoint Arts Collective CIC (TAC) – Development and Localism Committee - Thursday 3rd October 2024 ➤ Torpoint Environmental Action (TEA) – October council meeting – Thursday 17th October 2024. 	Clerk
<p>70-24D&L Date of next meeting a) Thursday 3rd October 2024.</p>	
<p>71-24D&L Any Business that has been disclosed to the Chairman and members prior to the meeting</p> <ul style="list-style-type: none"> ➤ Correspondence had been recently received from the Torpoint Tri-Service Safety Officer, regarding an increase in Anti-Social Behaviour (ASB) on Wellington Street and the possibility of CCTV being installed at this location. Members’ discussed this at length and it is agreed to reply to the Tri-Service Safety Officer indicating there is currently ‘not an appetite to go down the CCTV route’, however, the council would certainly like to work with Torpoint Police to perhaps remind residents’ about kids knocking on doors and ASB, which can be very upsetting for residents. Members’ are keen to share any social media post which is published by Torpoint Police on the matter. 	Clerk
<p>Meeting closed at 8.46pm _____ Chairman</p>	