



MINUTES of the Torpoint Town Partnership (TTP) meeting held on Tuesday 10th September 2024 at 6.00pm in the Mayor’s Parlour.

PRESENT: Cllr and Mayor Gary Davis (GD) (Chair), Cllr and Deputy Mayor Kim Brownhill (KB) – Treasurer, Cllr Samm Bickle (SM) – FoTP, Cllr Rachel Evans (RE) – Markets and Cinema, Cllr Chris Goodman (CG), Jenny Hughes (JH) - Markets and Cinema, Cllr Julie Martin (JM) – Markets and Cinema, Katie-Marie Martin – Sea Scouts (KM), Cllr John Tivnan BEM (JT) – CC/TTC, Cllr Marlon Spurling (MS), Richard Pymm (RP) Torpoint & Rame Peninsula Lions, Milly Southworth – Town Clerk & RFO (MSo).

	<p>Welcome - Chair Cllr and Mayor Gary Davis welcomed all members to the meeting.</p>
1.	<p>Apologies for absence Apologies for absence was received from Cllr Kate Ewert – CC.</p>
2.	<p>Minutes of the previous meeting held on Tuesday 30th July 2024 (as circulated). Read and agreed.</p>
3.	<p>Report from the Treasurer KB - Balance in account £1,445.42, £210.03 of this figure is ring fenced for Christmas fayre fundraising for Christmas lights - £1,235.39 is the working balance available.</p> <p>KB – The TTP Family Dog Show went well, with 185 entries and raised £339.36. KB – A donation of £300.00 has been paid towards the fireworks event. KB – Has received an email from the insurance broker, to advise she is setting up her own business and will continue to provide insurance cover.</p>
4.	<p>Planned Events/Diary Dates - see attached Diary Dates November JH – gave an update on the Scouts, Bonfire and Fireworks event, Thanckes, Park Friday 1st November</p> <ul style="list-style-type: none"> ➤ The ‘Just Giving’ page has gone live, any further donations will support future bonfire and fireworks events in Torpoint. This years’ event has been fully paid for. Cash and card payments will be available at the event. A bucket collection licence is being sought ➤ The Mayor will be asked to judge the ‘Best dressed Guy competition’, also light the bonfire, accompanied by a child/young person. ➤ 6.30pm, light the bonfire; 7.00pm – 7.15pm fireworks display; 8.00pm event finish.

- In advance of the event, the site will be marked out, with the turf safely removed, ready to be replaced after the event. There will be overnight security, the night before.
- The events risk assessment and event notification forms have been submitted, all local emergency services advised and three days before the event, a reminder will be sent.
- Food and drink will be sold, with Cub leaders assisting.
- First Aid assistance may be required from Torpoint and Rame Peninsula Lions.
- Additional lighting will be provided, using a generator.
- Phil Griffiths will email the council to request to borrow radios, ear pieces and hi viz. Also will request the council to provide support from Operations team during the evening, setting up boundaries, marshalling in advance of the fireworks being set up and then whilst the fireworks are taking place. Also, to circulate the poster and add to bus shelters.
- After the event has finished the site will be litter picked as well as the day after, with all rubbish removed from site.

Christmas Lights switch on event and Christmas Tree 2024

- Saturday 30th November Christmas light switch on.
- Council and volunteers will put up the Christmas lights and Christmas tree two weeks before.
- Christmas tree selection to be undertaken by the Mayor. JH explained the Cinema will donate funds towards the cost for the Christmas tree this year.
- KM happy to head up the entertainment for the event.
- Andy Martin and Jeremy Lock will both be available to support the production/stage etc.
- JM will look after the stallholders.
- Best dressed window competition. Agreed posters to be produced and distributed, KB offered to undertake. There will be no public voting this year. Mayor, Town Crier and Citizen of the year, will be asked to undertake a tour of the windows on Friday 29th November, from 5.00pm.
- Christmas Lights to be turned on by the Citizen of the Year.
- Torpoint & Rame Peninsula Lions will host Father Christmas in Bob's Barn and will look to run another date in December.

Mt Edgcombe Christmas Fayre will be held on Saturday 14th and Sunday 15th December and will be a ticketed event this year.

- Wednesday 11th December, TTP is organising Carols in the Park, at Bénodet Park.

5. Update on the Tourism event, Thanckes Park, Saturday 14th June 2025.

- Event now named Torpoint Fest 2025.
- Save the date poster is being put together by KM.
- WhatsApp group set up, can be added to nearer the time.
- Mike Crago is onboard to supply the bar, plus food, burgers and hot dogs, with a request that no other hot food vendors sell similar food.
- JM explained the Pink Ladies have details for a couple of other food suppliers, who are self-sufficient and will make contact to check on their availability.
- The headline band is The Harry Peanut Show, cost will be £900.

	<ul style="list-style-type: none"> ➤ JM minuted thanks to JT for offering to fund Spangles The Clown (£325), The Tryns (band) (£360), as well as funding the deposit payment for the fireworks display (£480). ➤ Next steps, JM and the Clerk to complete a Project Initiation Document (PID) for presentation to council, for budget setting and to submit any grant funding applications. ➤ Clerk to email Miss Ivy Events to ensure no clash of dates.
6.	<p>Any other Business</p> <ul style="list-style-type: none"> i) JT explained the recent Vintage Car Fayre at Mt Edgcumbe raised enough funding to support 703 nursing hospice hours. ii) At the recent Vintage Car Fayre meeting, Martyn's Law and the possible implications were discussed.
7.	<p>Next Meeting Tuesday 8th October, 6.00pm in the Library and Community Hub. GD has given his apologies in advance, KB agreed to Chair the meeting.</p>

Meeting closed at 6.46pm.