

Town Team Project Board (TTPB) Meeting Via MS Teams Monday 17th March 2025 7.00pm

Present:

		Voting or Advisory Member?
Les Allen	Lead Consultant	Advisory
Kim Brownhill	Torpoint Town Partnership representative	Voting
Councillor Gary Davis	Torpoint Town Councillor	Voting
Councillor Chris Goodman	Torpoint Town Councillor	Voting
Julie Martin	Coppola School of Performing Arts representative	Voting
Sheena Morton	Torpoint Neighbourhood Development Plan	Voting
Councillor John Tivnan BEM	Cornwall Councillor for Torpoint	Voting
William Trinick	Antony Estate	Voting
Harriet Bastin	Town Council Support Officer	Advisory

		ACTION
333. TTPB	Welcome and apologies for absence	
	Apologies for absence were received from:	
	Kelly-Jane Brown – Coppola School of Performing Arts	
	Jules Cook - Torpoint Post Office and Shop	
	Councillor Kate Ewert - Cornwall Councillor for Rame and St. Germans	
	Becky Lingard – CHAT (Community Health Around Torpoint) and Maker with	
	Rame Parish Council (Chairman)	
	Catherine Thomson – Cornwall Council Community Link Officer	
	Milly Southworth – Torpoint Town Council – Town Clerk & RFO	
334. TTPB	Minutes of the previous meeting held Tuesday 11th February 2025: -	
	The minutes of the previous meeting held on Tuesday 11th Feburuary 2025, as	
	circulated, were taken as read and confirmed.	
335. TTPB	Update on the Lower Fore Street Redevelopment	
	The consultants' slides are shared, a reminder of the confidentiality of the	
	PowerPoint slides which are shared with these minutes.	
	The consultant gave a brief summary:	
	Torpoint Project 4 – New Build of Community Hub & Residential	

- > CIL Bid has been completed in preparation for submission,
- Procurement documents for RIBA 3 currently in final draft for Council meeting on 20th March 2025, the consultant highlighted the new procurement regulations – from SPF guidance.
- ➤ Funding bid won funding of £245,000 has been approved (subject to contract). It is recognised that the award announcement date of 1st April 2025 falls during the pre-election period. The Town Council will publish the award announcement in the June Newsletter.

➤ Procurement discussions on the land and for post RIBA 3 have commenced with a target sale date of 31st March 2026.

Work for Library Services being identified to enable use of shortfall funding to start work on the library (surveys etc for demolition preparation).

Issues

> The timeframe for completions and submissions is quite short, but achievable with adequate planning.

Risks

None at this point

Next Actions

- Procurement documents to be submitted on Friday 21st March 2025.
- > To build a strategic CIL business case.
- Currently on track with all key dates.

Discussion was had, following a question from Councillor Kim Brownhill, regarding the provision of artwork for the hoardings currently surrounding the former Police Station site. The Consultant advised that he would look into the previous options with the Clerk and provide an update.

Torpoint Project 6 - TCAF Bid

Position

- ➤ Bid available for sums up to £12.5k
- > Bid submitted for website and won
- Social media presentations provided to Torpoint Town Council
- Confirmation of award received now awaiting formal response and funding
- > First meeting held over approach and format for website
- Project starts in delivery 15th January 2025

Critical Timings

None.

Clerk

Clerk

Issues

None.

Risks

None at this point.

Next Actions

> Await response

Torpoint Project – Bid for CLUP 2025 (Entertainment Spaces)

Position

- > Bid submitted on time
- ➤ Bid decision due April 2025

Critical Timings

None, all deadlines achieved

Issues

Completing work alongside RIBA 3 works.

Risks

None at this point.

Next Actions

Await response

Torpoint 'Other Items'

Funding secured so far:

- CLUP 2025 funding for entertainment space pending
- £245,263 (SPF year 4 funding)
- £74,000 (New Build Feasibility)
- £546,468 (One Public Estate brown field release funding)
- £76,850 (Growth fund TITAN feasibilities)
- £8,000 (Cornwall Council)
- > £50,000 (Town Vitality Fund)
- £22,000 bit (Failed) £11,000 purchase order received from Cornwall Council
- £12,500 (approved for website pending extension)
- Strategic CIL Bid £1m made for Town Square delivery with Cornwall Council Officers – for review

Les Allen – Lead Consultant left the meeting at 7.40pm

Following discussion and consideration, of the Quotations from L & L Diverse Solutions Ltd. it is therefore **recommended** to accept the two quotations: -

	 'Quotation for Programme Director and Clienting through RIBA 3 detailed Design for the Redevelopment' at a cost of £12,000 +VAT, Alongside: 'Quotation for Programme Director and Clienting through RIBA 3 detailed Design for the Town Square' at a cost of £6,000 +VAT, and to continue to appoint L & L Diverse Solutions as Lead Consultant. 	Council
	It is further recommended to waive council Financial Regulations to directly award these contracts to L & L Diverse Solutions Ltd., due to the continuation of the project, the Re-development of Lower Fore Street.	Council
336. TTPB	Discussion / Action Plans	
	No additional discussions or actions required.	
337. TTPB	Neighbourhood Development Plan (NDP) update	
	Councillor Gary Davis advised that the Regulation 16 consultation has now	
	closed, awaiting feedback from Cornwall Council. Members discussed the	
	recent announcements, in relation to previous consultee feedback received,	
	regarding the status of Sport England as a statutory consultee. It was agreed	
	that it is still a case of waiting for the results of the Regulation 16 consultation	
	to see any official developments.	
338. TTPB	Stakeholder and Communications Plan.	
	No current communication is required.	
339. TTPB	Any other Business	
	None.	
340. TTPB	To be advised.	

The meeting closed at 7.45pm.