

TORPOINT TOWN COUNCIL

MINUTES of a meeting of the Development and Localism Committee held on Thursday 3rd August 2017 at 7.00pm in the Council Committee Room, 4, York Road, Torpoint.

PRESENT: - Councillors Miss R A Tanner BEM (Chair), Ms. R Baker, L Clarkson, G J Davis, Mrs. J M Martin, Mrs S Ryder and J Tivnan plus the Deputy Town Clerk.

	ACTION
<p>41-17 DL Apologies for absence:- Councillors L E Keise (Town Mayor), Mrs. C E Goodman (Deputy Town Mayor), Miss L Hocking and Mrs. C A Jackson.</p>	
<p>42-17 DL Declarations of Interest relating to items on the Agenda:- None.</p>	
<p>43-17 DL Minutes of the previous meeting:- The minutes of the Development and Localism Committee meeting held on the Thursday 6th July 2017 were taken as read, confirmed and signed by the Chairman.</p>	
<p>44-17 DL Matters arising from the minutes:- a) Devolution of a programme of assets/services:- Pursuant to minute number 32-17 DL (a) the Deputy Town Clerk highlighted receipt of correspondence, previously circulated indicating that the proposal was submitted to Cornwall Council's Strategic Development Group, which met on 11th July. The feedback from the Strategic Development Group is that further work will now be undertaken internally to assess the financial model of the proposals and, in addition, the public open spaces team will consider in more detail the areas of the town council highlighted, in relation to all of the public open space it is responsible for in the town, and will comment further.</p> <p>The Chair detailed a meeting which is scheduled at the end of August to re-commence dialogue about the future of the library and the car park located next to it in the town with Cornwall Council.</p> <p>b) Adela Road:- The Chair summarised the actions which have taken place since the last council meeting: -</p> <ul style="list-style-type: none"> i) Press release issued with the Mayor's Column in the August edition of the Advertiser; ii) Letter providing a summary on the current situation is to completed and will be hand delivered to all local addresses by Councillor Tivnan by the end of this week; iii) Website updated with the press release. <p>The Town council officers will continue to ensure regular progress updates from CORMAC are received.</p> <p>c) Car Parking Improvements:- The Deputy Town Clerk explained that this matter should now be considered under "Vision Projects", adding that contact has been made with the Head of Transport, Planning and Strategy at Cornwall</p>	Officers

<p>Council to progress setting up a meeting to get the project included in the 2019 Cornwall Council Transport Agenda.</p>	<p>Officers</p>
<p>d) Bus shelters:- The Chair referred to a document, previously circulated, detailing links to websites with information on bus shelters for consideration, including sustainable, wooden ones. The Chair highlighted the organisation who won a competitive tender from Cornwall Council to specifically design a sustainable shelter, beating off nine competitors. Members were of the opinion that this style and material of shelter would be more appropriate for a shelter beside the Harvey Street flats, improving the landscape and tasked Officers to seek a quotation at this site, additionally to obtain quotations for bus shelters at the two proposed locations in Goad Avenue. Members sought clarification on the total budget available for bus shelters for the 2017/18 financial year; the Deputy Town Clerk explained that a bus shelter grant application can be submitted to Cornwall Council for £3,000. Councillor G Davis made reference to Minute number 178-16 (March 2017 Council meeting), where members resolved approval that should there be an operating surplus for financial year 2016/17, the following activities/projects and total amounts should be allocated to reserves: War Memorial £2,500, Bus Shelters £10,000, Adela Road £2,000. The Chair concluded that with this additional sum of £10,000 in reserves, and the planned budget for 2017/18, a total of £16,000 could be available to spend.</p>	<p>Officers</p>
<p>e) Publicity and Social Media Policy:- The Chair highlighted the Cornwall Council Social Media Policy previously circulated and explained that the Officers of this council are planning to attend the Regional Seminar of the Society of Local Council Clerks (SLCC) at the end of September and social media is included on the agenda. As the Officers have been asked information on best practice from other councils, it was agreed to postpone discussion on this matter, until after their attendance at the Regional Seminar. Councillor G Davis suggested that in future this item is referred to as the Communications Policy.</p>	<p>Officers</p>
<p>45-17 DL Items Referred to this Committee:- None.</p>	
<p>46-17 DL To consider the Council Risk Management:- a) Budget Monitoring – Development and Localism responsibilities (June 2017 Financial Comparison):- Members reviewed and noted there were no changes since last month.</p>	
<p>47-17 DL Policies referred to this Committee:- None.</p>	
<p>48-17 DL Localism:- a) Vision Projects:- Referring to the Vision Projects tracking document previously circulated, the Chair invited Councillor G Davis to guide Members through the short and medium term projects tracking spreadsheet, appended to the minute and noted the following:</p>	

Project Ref	Title	Considerations	Actions/Recommendations	
Tor1(i)	Administration	Review office staffing structure.	For consideration at the September 2017 Finance and Personnel Committee meeting	Council
Tor2(i)	Marketing and Branding	Town wide competition to design a logo for Torpoint Town Council. All schools invited to participate, market the competition via the website, social media, Advertiser and at the Carnival event. Guidance, terms and conditions of the competition to be set, deadline for submissions 31 st October 2017. Suggest that a local judge could select their favourite twelve, then invite members of the public to cast their vote, with the illustrator's name hidden from view. The winning logo design would then be adopted by the town council for branding and the winner would receive a gift/prize for their achievement.	Members recommended announcing and organising a town wide competition to design a corporate logo for the town council. The competition will be open to all residents and the winning logo will be adopted by the town council, with a gift/prize for the winning design. Deadline for the submission of entries for logo competition is 31 st October 2017.	
Tor4(i)	Bringing colour to the town	Councillor J Tivnan detailed the red, white and blue colour scheme he will planting in the town ready for bloom in 2018. This prompted discussion about inviting members of the Torpoint & Rame Chamber of Commerce and Fore Street retailers to consider having hanging baskets put up or bunting, to brighten up Fore Street.	Members were of the opinion that these suggestions were 'quick wins' and recommended the Town Mayor call a meeting with the local businesses, new Postmaster, Councillors and Chamber representatives to progress this project.	Council
Tor5(i)	Pride in Torpoint	Same outcome as Project Tor4(i)		
Tor6(i)	Marine wild flower meadows	Marine Drive/Chapeldown Road – adding natural colour to the foreground with marine wild flower meadows	Councillor G Davis explained the "low touch/low maintenance" proposals for this location and agreed to liaise with Cornwall Councillor J Crago to progress this further.	Clr Davis
Tor7(i)	Bus shelters	Refer to minute 44-17 (d) DL.		

NEW1(i)	Incremental Park Improvements	Skateboard park improvements. Replacement of play park equipment and a springy in Thanckes Park	Asset Management and Operations Committee is considering options to improve and upgrade. Councillor G Davis reported liaising with Cornwall Council to replace broken park equipment.	Cllr Davis
Tor8(s)	Website for Torpoint and Rame Peninsula	Other organisations are looking at this currently.		
Tor9(s)	Pedestrian link through boatyard	Management considerations to re-opening the link. Councillor J Tivnan highlighted the possible availability to site local signage on grass area near this location.	Cornwall Councillor G Davis agreed to investigate.	
Tor11(s)	Allowing the Carnival onto Fore Street	Councillor Mrs S Ryder asked about the road layout which currently prohibits the Carnival vehicles and procession to travel along Fore Street, adding that some local retailers could then benefit from possible passing trade and also feeling part of the Carnival. The hump at the beginning of the junction currently prohibits vehicles and is a hazard for walkers/prams etc. Councillor J Tivnan highlighted that if the route was changed, the street would be need to be clear of vehicles. Some members asked if this change could be considered in time for this years' Carnival on Saturday 30 th September. Councillor Mrs J Martin was of the opinion that changing the procession route to include Fore Street would be too dangerous.	Members sought the following information, which Councillors agreeing to follow up: <ul style="list-style-type: none"> ➤ Is there is sufficient support from local retailers? ➤ Torpoint Town Partnership/Carnival organising committee to review route? ➤ Hump at entrance to Fore Street, could this be lowered by Cornwall Council? 	

b) Development and Localism Budget Proposal 2017-2020:-
Discussions pertaining to the Vision Projects had included projects included in the budget proposal, additionally:

	2017-18 Budget (£)	Notes	Actions
War Memorial	2,500	Clr J Tivnan detailed receipt of one quotation to replace the anodised railings that are currently in situ.	Awaiting two further quotations.

49-17 DL Correspondence:-

a) Mrs B J Cunningham – Children playing close to property, North Road, Torpoint:-
Members were sympathetic to the correspondent's issues with children playing too close to her property causing damage to the side wall. The Chair volunteered to make contact with the resident to arrange a meeting to discuss the problems, and if needed will liaise with the local PCSO (Police Community Support Officer). Councillor G Davis agreed to accompany the Chair to this meeting in his capacity as Cornwall Councillor for the East Division.

Chair/
Clr Davis

50-17 DL Planning Applications:-

None.

51-17 DL Accounts for Payment:-

PAYEE	REASON	GROSS	(VAT)	NETT
Jillings Hutton Planning	Planning consultancy NDP inc mileage	2,775.00	462.50	2,312.50
Biffa	Trade Waste removal	103.92	17.32	86.60
ITEC	Photocopies	31.79	5.30	26.49
The Play Inspection Company Ltd	Annual Inspection skateboard park	78.00	13.00	65.00
Firewatch	Alarms Labour Charge	270.00	45.00	225.00
South West Water	Water/Sewerage Public Con's Antony Rd	90.83	0.00	90.83

52-17 DL Date of Next meeting

Thursday 7th September 2017, apologies in advance were recorded by Councillor Mrs. J Martin and Mrs. S Ryder.

53-17 DL Any Business that has been disclosed to the Chairman and members prior to the meeting

- Councillor G Davis invited Members to "save the date" – Saturday 23rd September 2017 for Torpoint and Rame Youth Project / Penntorr Youth and Family Day, although the group are waiting for Torpoint Community College to confirm availability of the school field for this event.

Meeting Closed at 8.40pm. _____ Chairman