

MINUTES of a meeting of the Development and Localism Committee held on Thursday 6<sup>th</sup> December 2018 at 7.00pm in the Council Committee Room, 4 York Road, Torpoint.

**PRESENT:** - Councillors G J Davis (Chairman), L E Keise (Town Mayor), Miss R C Baker, Mrs. C E Goodman (Deputy Town Mayor), Mrs. J M Martin and J Tivnan BEM plus the Town Clerk.

	ACTION
81-18D&L Apologies for absence: - Councillors Miss L Hocking, Mrs. C A Jackson and Miss R A Tanner BEM.	
82-18D&L Declarations of Interest relating to items on the Agenda: - None.	
<b>83-18D&amp;L Minutes of the previous meeting: -</b> The minutes of the Development and Localism Committee meeting held on the Thursday 1 <sup>st</sup>	
November 2018 were taken as read, confirmed and signed by the Chairman.	
84-18D&L Matters arising from the minutes: -	
a) Devolution of a programme of assets/services: -	
Pursuant to minute number 72-18D&L (a) the Clerk advised the Project Initiation Document (PID)	
has been completed in advance of the budget setting meeting. Additionally, all necessary	
documentation has been forwarded to the Devolution team at Cornwall Council (CC). CC Scrutiny	
Panel has now reviewed the proposals and a Directors report will be compiled, it is anticipated this	5
will be signed off quickly. Once the report has been agreed by CC this will provide the instruction	
to commence legal negotiations.	
b) Tennis Courts / Hut: -	
Pursuant to minute number 72-18D&L (b) the tennis courts and hut are included in the Devolution	1
package from CC and the hut will be kept in situ.	
c) War Memorial: -	
Pursuant to minute number 72-18D&L (c) the Clerk explained the war memorial working party has	5
met earlier this week to pursue the project. An update on proceedings is detailed:	
i) Agree the list of names for the memorial stones – one draft list has now been agreed,	
there are some names which require clarity and it is hoped the press release will assist	
in this matter.	
ii) Publicise the list of names – the draft list of names will be published in the January 201	.9

website, via social media,, local newspapers and Church magazines.

edition of the Advertiser. At the same time the list will be circulated on the town council



iii) Stonemasons purchase order/installation – at a recent site meeting with the stonemason the granite colour was discussed. The Clerk highlighted that although light grey granite was initially proposed, now the members of the working party have seen the dark grey granite sample this is their preferred option. A revised quotation is awaited, Councillor J Tivnan volunteered to hasten receipt of the quotation. It is <b>recommended</b> the memorial stone colour is changed from light grey to dark grey granite and should the revised quotation be received, this would be considered at the December council meeting. Councillor Tivnan detailed a previous conversation with Cornwall Council	Council
Highways, notices in advance of works will be required to be displayed and the area will	
need to be coned off prior to the commencement of works.	
iv) Agree and place purchase order for the additional wording – to be discussed at the next	
<ul> <li>working party meeting.</li> <li>v) Drawing – Joe Plant has produced a not to scale drawing of the proposed war memorial, the drawing does not show that the memorial stones will be installed at an angle in front of the church wall. A photograph highlighting this was displayed.</li> <li>vi) No parking signs at the location – the working party is discussing the signs at this location with Cornwall Council.</li> </ul>	
vii) Unveiling ceremony – a proposed date has been considered however, should this date be unachievable the working party may consider an Anniversary of a historical event for the ceremony.	
viii) Purchase order and installation of railings – more information will follow in due course.	
Councillor Tivnan queried the ownership of the existing war memorial, currently affixed to St.  James Church wall, explaining that in his opinion ownership of this memorial should be sought, as it was originally 'donated to Torpoint'. The Chair gave thanks to the war memorial working party members for continuing to progress this project forward.  d) Adela Road: -	
Pursuant to minute number 72-18D&L (d) the Clerk is contacting the Land Registry on the matter	
of Adela Road.	Clerk
e) Enforcement Bye-law: -	
Pursuant to minute number 72-18D&L (e) the Clerk is looking into an Enforcement Bye-Law for parking in the town.	Clerk
85-18D&L Items Referred to this Committee: -	
None.	



86-18D&L To consider the Council Risk Management: - a) Budget Monitoring: - The Committee reviewed the October 2018 financial comparison (as circulated) and the items relevant to this Committee. Members highlighted the financial comparison should be reviewed alongside the committee development plan to enable each project to be financially and operationally monitored.	Clerk
87-18D&L Policies referred to this Committee: - a) Communications Policy: - The Chair explained the Clerk has provided an initial draft of a communications policy, which is accompanied by a proposed social media policy. Following discussion it is recommended the social media policy is adopted and implemented, to run alongside the existing publicity policy with	Council
the final version of the communications policy anticipated to be available for consideration at the next meeting of this committee. Members were of the opinion the social media policy requires expediting to enable social media sites, Facebook and Twitter, to be set up in advance of the projects this Council are taking on in 2019.	
<b>88-18D&amp;L</b> Localism: - a) Vision Projects: - It was agreed there are sufficient projects in progress and the tracker will be reviewed at the next meeting.	
89-18D&L Correspondence: -  a) Via Mr R Carter – Land at Trevol Road, Torpoint Former Bus Depot – Gard & Co. Solicitors: - It is recommended the revised document is signed by the Clerk and forwarded to Mr Carter. b) Local Maintenance Partnership 2019-2020 – Cornwall Council. Noted.	Council
<ul> <li>c) Consultation on Application for a Marine Licence – Marine Management Organisation (MMO).</li> <li>It is <b>recommended</b> the correspondence is noted with no comments or objections and a response thanking the MMO for notifying the Council on this matter is forwarded.</li> <li>d) Non-renewal of contract - Wallgate Ltd.</li> <li>Noted.</li> </ul>	Council
e) Talk to the Town Council about plastics - Year 2 children Torpoint Nursery and Infant School. It is <b>recommended</b> the Year 2 children from Torpoint Nursery and Infant School are invited to attend at 6.30pm on Thursday 17 <sup>th</sup> January 2019 to give a presentation to the Town Council about plastics.	Council
90-18D&L Planning Applications: - None.	



## 91-18D&L Accounts for Payment: -

PAYEE	REASON	GROSS	(VAT)	NETT
The Royal British Legion Poppy Appeal	Remembrance wreaths	55.50	0.00	55.50
Community Payback	November 2018	448.00	74.67	373.33
Brewers	White board	70.74	11.79	58.95
Biffa	Waste Collection	136.68	22.78	113.90
Mrs C F Southworth	Postage Reimbursement	7.30	0.00	7.30
	Reimbursement – income to Town			
Torpoint Town Partnership	Council received in error	50.00	0.00	50.00

## 92-18D&L Date of Next meeting

Thursday 7<sup>th</sup> February 2019.

## 93-18D&L Any Business that has been disclosed to the Chairman and members prior to the meeting

Councillor J Tivnan reported taking a question from a member of the public about the timescale for the broken fence at Thanckes Park be repaired, the Chair (Councillor G J Davis) answered to the best of his knowledge it will be repaired as soon as reasonably practicable.

Meeting closed at 7.50pm.	_Chairman	