



**MINUTES** of the Torpoint Town Partnership (TTP) meeting held virtually on Wednesday 25th November 2020 at 7.00pm.

**PRESENT:** Cllr Mrs Chris Goodman - The Mayor (Chair), Cllr Ms Rachel Evans BEM, Cllr Mrs Kim Brownhill - Treasurer, Paul Smythe - Community Hub and Library Development Manager (CH&LDM), Cllr Mrs Julie Martin, Cllr Gary Davis, Mrs Jenny Hughes, Mrs Kelly-Jane Brown, Richard Pymm, Ray Skelly.

		<b>ACTION</b>
<b>1.</b>	<b>Welcome - Chairman</b> The Chairman welcomed all members to the meeting.	
<b>2.</b>	<b>Apologies for absence</b> There were no apologies.	
<b>3.</b>	<b>Declarations of interest relating to items on the agenda</b> None declared.	
<b>4.</b>	<b>Minutes of the previous virtual meeting held on Wednesday 11th November 2020</b> The minutes for the previous meeting were read and accepted as an accurate record of the last meeting.	
<b>5.</b>	<p><b>Christmas Lights switch on event</b> Before discussing the subject of this agenda item, Cllr Chris Goodman took the opportunity to thank all those involved last weekend for helping to put up the Christmas tree and lights, plus those who have been busy behind the scenes planning for the Christmas lights switch on event this weekend.</p> <p>Kelly-Jane Brown began her update on the Christmas lights switch on preparations, by saying that a programme of events was published on Facebook earlier today. All video recordings from the acts involved had been received, and she had been busy editing them with her husband Rowan. There was also a rehearsal last night for all those involved in providing video footage on the night. This went well with no issues.</p> <p>Kelly-Jane asked that Santa be there on Saturday for 1740 to give a quick Christmas message as part of the build-up. Richard Pymm said that he had someone in mind to play Santa, but that he would be standing by just in case.</p> <p>The page for the Christmas tree competition, along with the facility to make donations was up and running. However, Kelly-Jane was mindful of over promoting the donations option as these were very financially challenging times for some members of the community. The final date for</p>	<b>Richard Pymm</b>

	<p>Christmas tree photos to be submitted would be Sunday 13th December. The winner would be announced after that.</p> <p>The home bake-off competition will hopefully be promoted on Monday 30th November. Those wanting to enter would have two weeks to bake a cake, capture and upload a photo of it on to the Facebook page, plus deliver a small slice of the cake to the Library and Community Hub on Friday 11th December. Celebrity chef Chris Tanner has kindly agreed to judge the entries. Kelly-Jane will deliver a Tupperware container to the library and ask all competitors to place their slice of cake into bags with their name on.</p> <p>Information regarding the Christmas card competition will be published on Tuesday 1st December, with the closing date for all entries being Friday 18th December. Cllr Julie Martin offered to post the competition details, Cllr Chris Goodman offered to judge the competition, and the plan was to announce the winner on Wednesday 23rd December. Cllr Kim Brownhill asked if the competition would be divided into age groups, but Kelly-Jane felt that it would probably be best to just limit it to U16s. Everyone agreed that this was the best option.</p> <p>Kelly-Jane reminded everyone about Cllr Kim Brownhill's idea of using the winning entry to produce next year's Christmas cards from. Cllr Chris Goodman said that she would ensure that this idea was progressed further. Kelly-Jane then proceeded to update everyone on the virtual advent calendar, by saying that available dates were filled within an hour, and she would post and promote one local business at 1900 every day. Although all available days had been taken, only four businesses had paid for the privilege so far. Kelly-Jane will send reminders to those outstanding. Media received included animations, videos and photos.</p> <p>Kelly-Jane then moved on to the promotion of other events that were planned to be held after this coming Saturday, such as Santa's Grotto at the Library and Community Hub. By asking organisers to create a mockup post of their event before sending it to her or Cllr Julie Martin, as she is also an administrator for the Facebook page. Kelly-Jane also said that she could make anyone else an administrator as well, if they wished to be one.</p> <p>Richard Pymm said that he had met with Bob Trick at Print Options and done a deal with him to print bus stop type flyers e.g. "Santa will stop here at...(date and time)." These flyers once printed, would then be taken round to the various streets. Nineteen Lions members were happy to assist, so he was hopeful that the advertised programme would go ahead as planned.</p> <p>Ray Skelly asked if the Lions had sorted out drivers, as he was available if required. Richard Pymm said that at the moment nothing had been finalised, but thanked Ray Skelly for offering his services, and that he would get in touch if he needed to.</p> <p>Cllr Julie Martin asked if the dates for Santa's Grotto mentioned at the previous meeting were still the same, and Richard Pymm replied that they were. He also added that he was waiting to hear what tier Cornwall was to be placed in after lockdown before making all the necessary final arrangements.</p> <p>Cllr Julie Martin asked Richard Pymm to tell her or Kelly-Jane when the sleigh was due out, so that they could promote the dates. Cllr Julie Martin said that she would also keep an eye on the Lions Facebook page and</p>	<p><b>Paul Smythe Kelly-Jane Brown</b></p> <p><b>Cllr Julie Martin Cllr Chris Goodman</b></p> <p><b>Cllr Chris Goodman Kelly-Jane Brown</b></p> <p><b>Richard Pymm</b></p>
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	<p>take relevant information from that as and when required.</p> <p>Ray Skelly said that everything was ok and working, but the lights needed a little bit of tidying. He then thanked all those who helped him with putting up the Christmas tree and lights the previous weekend. He also thanked Cllr Chris Goodman for the bacon sandwiches, and Richard Pymm for the loan of the Lions trailer. At the same time asking when the trailer would be available for him to use again early in the New Year. Richard Pymm said that he would get back to Ray Skelly on that one.</p> <p>Kelly-Jane informed all that she would be there from 1730 on Saturday.</p> <p>Cllr Kim Brownhill mentioned that £90.00 had been donated via the GoFundMe page, with £47.29 transferred to the account. So donations were slowly coming in.</p> <p>Cllr Julie Martin reminded everyone that she would be out and about this coming Saturday visiting festive streets, and Cllr Chris Goodman added that she would make arrangements to judge the best shop window display once shops had reopened following the national lockdown. A similar team to that which judged the competition last year, would judge the competition this year. Cllr Kim Brownhill said that the trophy would need to be collected from The Portal, who won the competition last year. Cllr Chris Goodman said that she would collect the trophy herself.</p> <p>Jenny Hughes said that a part of the Link Into Learning centre would be open on Saturday evening for hot drinks and those needing to go to the toilet.</p> <p>Kelly-Jane said that there would be a final rehearsal on Friday 27th November at 1730. Ray Skelly said that he would be there, as did Richard Pymm in the role of Santa, but minus the costume.</p> <p>Cllr Julie Martin said that Cllr Gary Davis was no longer required to assist with filming the event, and recommended that all those not involved on the night, should watch coverage of the event at home as she had seen some 'snippets' and they were very good.</p>	<p><b>Richard Pymm</b></p> <p><b>Cllr Chris Goodman</b></p> <p><b>Kelly-Jane Brown</b> <b>Ray Skelly</b> <b>Richard Pymm</b></p>
<b>6.</b>	<p><b>Virtual Christmas Market</b></p> <p>Cllr Julie Martin said that everything was going fine since the Virtual Christmas Market Facebook page was launched the previous Sunday. With almost fifty virtual stalls posting up to three posts per week. The page would be active until a couple of weeks into December. On a separate but related note, all road closure applications for next year had been submitted as well. So hopefully from March next year everything would be back in full swing. Cllr Chris Goodman commented that this was one reason why virtual events were so important, because they help to keep everyone interested and engaged, until things get back to 'normal'.</p>	
<b>7.</b>	<p><b>Any other Business</b></p> <p>Cllr Julie Martin informed everyone that plans had recently been announced to mark Her Majesty The Queen's Platinum Jubilee in June 2022. The May Bank Holiday Weekend will be moved to Thursday 2nd June, and an additional Bank Holiday on Friday 3rd June will see a four-day weekend to celebrate the occasion. Her husband Andy had already started to put provisional plans in place. Cllr Chris Goodman asked Cllr Julie Martin to thank Andy on behalf of the TTP.</p> <p>The subject of when it would be best to take the Christmas lights down was then discussed, and Cllr Kim Brownhill suggested they be switched off</p>	

	<p>Wednesday 6th January and taken down Sunday 10th January. To which all those at the meeting agreed.</p> <p>Cllr Kim Brownhill then asked what was the best date to close the GoFundMe page. To which Cllr Julie Martin replied, Wednesday 6th January, as this would be the Twelfth Night after Christmas.</p>	
<b>8.</b>	<p><b>Date of next meeting</b>  Wednesday 20th January 2021 at 7.00pm (virtual meeting).</p>	