



**MINUTES** of the Torpoint Town Partnership (TTP) meeting held on Tuesday 28th September 2021 at 7.00pm in the Torpoint Library and Community Hub.

**PRESENT:** Cllr Ms Rachel Evans BEM - The Mayor (Chair), Cllr Mrs Kim Brownhill - Treasurer, Paul Smythe - Community Hub and Library Development Manager (CH&LDM), Cllr Mrs Chris Goodman, Cllr Mrs Julie Martin, Cllr John Tivnan BEM, Mrs Julie Morris, Mrs Lyn Murray, Richard Pymm.

		<b>ACTION</b>
<b>1.</b>	<b>Welcome - Chair</b> The Chair welcomed all members to the meeting.	
<b>2.</b>	<b>Apologies for absence</b> Apologies received from Cllr Kate Ewert, Cllr Tony Walsh, Mrs Kelly-Jane Brown, Mrs Jenny Hughes, and Andy Martin.	
<b>3.</b>	<b>Minutes of the previous virtual meeting held on Tuesday 24th August 2021 (as previously circulated)</b> There was one amendment required to the minutes of the previous meeting held on Tuesday 24th August 2021. At Item 9, the date of the next meeting should have read Tuesday 21st September 2021.  Apart from that one amendment required, the minutes for the previous meeting were read and accepted as an accurate record.	<b>CH&amp;LDM</b>
<b>4.</b>	<b>Report from the Treasurer</b> The Treasurer informed the meeting that the current balance in accounts was £5,646.28. However, this includes £3,272.25 that has been set aside for defibrillator funding, plus £303.07 raised for the Mayor's charity fund, from the Dog Show (£251.20) and Tea Hut opening (£51.87). Thus leaving a working balance of £2,070.96.  The Treasurer mentioned that there was 30 bags of Haribo sweets outstanding from The Lion's Autumn Charity Event. It was agreed that these should be gifted to The Lions.	<b>Treasurer</b>
<b>5.</b>	<b>Torpoint Environmental Action (TEA)</b> Cllr Chris Goodman said that she had requested a meeting with the Town Clerk & RFO on Friday 17th September 2021, and had sent a reminder earlier today, to sound out a few ideas about how the group moves forward e.g. social media. But the TEA logo issue is still unresolved, and once again stressed the importance of having a good quality meaningful logo, because it was key for identity. Lyn Murray said that she would give Cllr Chris Goodman the contact details of a Graphic Artist who had previously done work for CHAT. Cllr Julie Martin added that her daughter Katy had the creative skills to design a logo if required, and said that if Cllr Chris	<b>Lyn Murray</b>

	<p>Goodman could send her further details regarding the design criteria, she would forward them to Katy.</p> <p>Cllr Chris Goodman then informed everyone that the litter picking event arranged for today had been cancelled until tomorrow due to bad weather. These events give her the ideal opportunity to have a good chat with the 'Litter Ladies', and together make future plans. Cllr Chris Goodman informed Cllr John Tivnan BEM that the recent heavy rain had resulted in many of the drains being clogged-up with litter. So tomorrow they might be able to help with that problem in some small way.</p> <p>Cllr Chris Goodman then updated everyone on some future events:</p> <ul style="list-style-type: none"> <li>• Surfers Against Sewage are holding a Million Mile Beach Clean event on Sunday 3rd October 2021 at Perranporth Beach, Cornwall.</li> <li>• The last Debris Tracker event is due to take place at St John's Lake this weekend. This will fulfil the promise made to Surfers Against Sewage to carry out one clean per month for six months.</li> <li>• A Cornwall Climate meeting is due to be held in November.</li> </ul> <p>Cllr Chris Goodman concluded this item by saying that her intent was to keep everything moving forward as best she can, with the aim of having everything pulled together by the Great British Spring Clean in March 2022.</p>	<p><b>Cllr Chris Goodman</b> <b>Cllr Julie Martin</b></p>
6.	<p><b>Planned Events</b></p> <p><b>i. Christmas Light Switch On.</b></p> <p>The Chair reminded everyone that it was agreed at the last meeting to hold the Christmas Lights Switch On event on Saturday 27th November 2021. Before asking Cllr Julie Martin for an update. Cllr Julie Martin replied that her husband Andy would not be able to assist on the day, due to him having to work away that weekend. Then added that she had some input to make on behalf of Kelly-Jane Brown:</p> <ul style="list-style-type: none"> <li>• Saturday 27th November 2021 was her preferred date.</li> <li>• She was concerned about a large gathering congregating near the stage (COVID-19). And TTP members opinions on this would be most welcome.</li> <li>• So maybe go for a lower key switch on with small things happening throughout the street simultaneously to prevent one large crowd.</li> <li>• Or is there a way of using venues such as Jubilee, Standard and Wheelers, to house festive entertainment?</li> <li>• More emphasis on a Christmas parade rather than a staged event. This will need more organisation to clear the roads/spectators.</li> <li>• To encourage movement through the street, have a Santa/Christmas trail, with clues in shop windows that can be seen from the street. And at the end of the night, all those that took part get entered in a draw for a Christmas selection box or something similar.</li> <li>• She would be happy to coordinate and arrange with a Christmas working group.</li> </ul> <p>Cllr Julie Martin informed everyone that with Andy not present, no stage would be available, but there would still be room at Sparrow Park for the Mayor and others. However, his sound system would still be available, and she would liaise with Jeremy Lock about this. Cllr John Tivnan BEM then suggested that a Torpoint Town Council gazebo be erected at Sparrow Park, before offering to submit a road closure application from 1200-2000, first thing the following morning. The Chair thanked Cllr John Tivnan BEM, and said she would mention the gazebo to the Town Clerk &amp; RFO tomorrow morning.</p>	<p><b>Cllr Julie Martin</b> <b>Cllr John Tivnan BEM</b></p>

	<p>The Chair appreciated the input from Kelly-Jane Brown, but felt that any form of entertainment happening throughout the street had the potential to attract a crowd. And Cllr John Tivnan BEM added that the Christmas Lights Switch On at 1800 was what everyone wanted to see, so a large crowd was inevitable, no matter what other entertainments were going on in the street.</p> <p>Moving on, the Chair said that if the TTP were only looking to have stalls and light entertainments, the duration of the event would not need to exceed 2/3 hours. Because seeing the lights being switched on really is the main attraction. Cllr Julie Martin said that Kelly-Jane Brown was probably thinking that her dance students would provide some of the entertainments, with the pub's taking turns to hold events as well. The Chair replied that the pub's can be asked if they would like to join-in, but have probably got entertainment booked already.</p> <p><b>Potential Entertainment Providers.</b> Regarding other potential entertainment providers, Cllr Julie Martin wondered what local groups were in existence at the moment, as COVID-19 had previously prevented many of them from performing. Cllr John Tivnan BEM said that the Torpoint Silver Band were now back in business at least until Christmas, plus the Sea Cadets Band could be approached. Mrs Lyn Murray suggested the Torpoint Ukulele Band, Torpoint Lady Singers, Megan Crago, Janine Wright, plus asked Richard Pymm to ask Sylvia Fraser, for the name of the group of young people due to perform at the Christmas concert. After much discussion, it was agreed that Richard Pymm would also ask Sylvia Fraser if the Torpoint Lady Singers were available for fifteen minutes somewhere in Fore Street, the Chair would ask Kelly-Jane Brown to contact Janine Wright, and Lyn Murray would contact Halfway Harmony. The Chair added that any acts agreeing to perform, would work with Kelly-Jane Brown on a three hours entertainments programme.</p> <p><b>Santa's Route and Safety.</b> It was then agreed that Santa would make his way to Bob's Barn after leaving Sparrow Park. Reflecting on previous experiences, Cllr Julie Martin said that road marshals would be needed to ensure safety at the Library and Community Hub/Bob's Barn.</p> <p><b>Poster.</b> Cllr Julie Martin said that her daughter Katy will edit a previous year's poster.</p> <p><b>Email Coordinator.</b> The Chair asked for a volunteer to coordinate emails from businesses/organisations requesting stalls, and Lyn Murray said that she was happy to carry out that role. The Chair said that she would be able to coordinate the placing of stalls on the day, before asking if there was a charge for them; to which the Treasurer replied no.</p> <p><b>TTP Public Liability Policy.</b> Cllr John Tivnan BEM asked the Treasurer to send him a copy of the TTP Public Liability Policy.</p> <p><b>Bucket Collections.</b> Richard Pymm asked if the bucket collections on the night went to the TTP. The Treasurer confirmed that historically that was correct, but she saw no reason why The Lions could not keep the collections themselves. All agreed that this was a good idea.</p> <p><b>Christmas Tree.</b> The Chair asked Cllr Chris Goodman when she collected last year's Christmas Tree, and 11th October 2020 was her reply. The Chair said that she would speak to the Town Clerk &amp; RFO tomorrow about the Christmas Tree. The Chair asked if any local businesses had shown an interest in sponsoring the tree, and Cllr Chris Goodman replied</p>	<p><b>Richard Pymm</b></p> <p><b>Chair Lyn Murray</b></p> <p><b>Cllr Julie Martin</b></p> <p><b>Lyn Murray</b></p> <p><b>Treasurer</b></p> <p><b>Chair</b></p>
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	<p>Ideal Homes. The Chair said that she would speak to them tomorrow.</p> <p><b>Christmas Card.</b> The Chair said that she would speak to the Town Clerk &amp; RFO tomorrow about the Christmas Card.</p> <p><b>Other Christmas Events.</b> Cllr Julie Martin and the Treasurer suggested a shop window competition and Christmas Cake completion respectively. The Treasurer asked whether Kelly-Jane Brown could arrange for a celebrity chef to judge the cakes.</p> <p><b>Christmas Tree/Street Lights and Bunting.</b> . Cllr John Tivnan BEM informed the meeting that this year would be the last time that the current Christmas Tree lights could be used. Before asking if the issues with the centre section, that unfortunately caused problems last year, had been sorted out. The Chair said that she would check with the Town Clerk &amp; RFO tomorrow. Richard Pymm asked if there was a date for putting the lights up, as Ray Skelly has in previous years used The Lions trailer.</p> <p>Cllr John Tivnan BEM asked if anyone had been in touch with the company about delivering the lights. The Chair said that she would speak with the Town Clerk &amp; RFO tomorrow.</p> <p>The Treasurer asked when the bunting was going to be taken down. Cllr Julie Martin said that the bunting would probably come down and be replaced by the lights on Sunday 21st November 2021. The Chair said that she would speak with the Town Clerk &amp; RFO tomorrow, about dates for taking down the bunting and putting up the lights.</p> <p><b>Update Email from the Chair.</b> Once she had spoken to the Town Clerk &amp; RFO tomorrow, plus others on her list of people to contact, the Chair said that she would email TTP members with answers to questions arising from the meeting.</p> <p><b>ii. Lantern Making Workshop.</b> The Chair said that the TTP were running out of time if a Lantern Making Workshop was to be organised, a suitable date would need to be agreed soon. The Treasurer replied that whatever the date, the TTP would have to buy some willow, as previous stock had perished in storage. The Chair said that she would speak with the Town Clerk &amp; RFO tomorrow, but if the event did go ahead, time slots would need to be allocated.</p> <p><b>iii. Christmas Tree Festival.</b> The Chair informed everyone that there appeared to be some confusion about whether St James Church would be able to host the Christmas Tree Festival this year. Therefore, she would seek confirmation this week, as to whether they are able to or not. Cllr John Tivnan BEM said that if the church were unable to host the event due to insufficient volunteers being available, he was certain that this could be resolved.</p> <p><b>iv. Forward Plan for 2022.</b> The Chair said that planning for The Queen's Platinum Jubilee in 2022 had already begun, with bands, stages, and toilets, already arranged. Cllr Julie Martin added that all of the major infrastructure requirements had been sorted.</p> <p>Cllr Julie Martin said that Kelly-Jane Brown would like to propose a Pride event, and wondered if there was national funding for such an event. She</p>	<p><b>Chair</b></p> <p><b>Chair</b></p> <p><b>Kelly-Jane Brown</b></p> <p><b>Chair</b></p> <p><b>Chair</b></p> <p><b>Chair</b></p> <p><b>Chair</b></p> <p><b>Chair</b></p> <p><b>Chair</b></p> <p><b>Chair</b></p> <p><b>Chair</b></p>
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understood that this may not be ideal in 2022 with the Jubilee, but maybe a discussion could be had for a smaller event, possibly at Benodet.

The Treasurer mentioned that Torpoint Town Council was due to create and deliver local information leaflets in the community, and wondered if a small piece could be included, inviting representatives of organisations to attend a TTP meeting. The Chair responded by emphasising the importance of reintroducing an online events planner.

**v. The Queen's Platinum Jubilee - 2nd-5th June 2022.**

Cllr Julie Martin began by reiterating that all of the major infrastructure requirements had been sorted via the council e.g. mobile stage, sound system, generators, toilets, barriers, skip, and bins. It was planned to participate in the lighting of the beacon on Thursday 2nd June 2022, and believes that the Town Clerk & RFO has already spoken to Ray Skelly about it. The event would probably take place at Rendel Park.

**Party in the Park.** The following day, Torpoint will celebrate with a party in Thanckes Park, and the following attractions had been secured:

- Mr Bounce will be providing a free to use bouncy castle. (Cost £650.00).
- Magician Billy Whizz will perform a show on stage, plus entertain face-to-face in the park itself.
- The Compilations (band).
- Painted Faces Face Painting (free).
- Bar (Mike Crago).
- Coffee Van.
- Mr Whippy ice cream van.
- Fireworks.

The following bands have been approached, but so far not confirmed:

- The Strydes.
- Broken Men.
- Gavin and Gordon.
- The Cornish Groove Collective.

**Message from Kelly-Jane Brown.** Cllr Julie Martin read the following message on behalf of Kelly-Jane Brown:

*"Depending how you see the event going. If you wish to involve local groups during the day for performances, I am happy to liaise and format as I did for the Diamond Jubilee.*

*Myself & Rohan (husband) would like to compère the event if needed (day time). Maybe to include fun sports or activities & games. This is obviously dependent on how you see the event running. Or if you see it as a 'music event' with only bands performing, maybe have some different areas, Children's tent, Disco tent, chill out/meditation tent.*

*If a professional performance is discussed (as we did with the James Bond theme) I am happy to volunteer to develop it with the team again. Possible themes Space, Environment or The Greatest Showman. I have ideas for all three and happy to discuss, if this is a route we may take.*

*As I started the Community Facebook Page 10 years ago in January 2011 (I set it up originally for the Jubilee) I would like to run some competitions on there for the build up to the Jubilee. Maybe an opportunity to engage with local businesses. Any ideas on this?"*

	<p>Lyn Murray suggested a disco with lights for the kids. The Treasurer added that this could be a silent disco.</p> <p><b>Community Involvement.</b> The Treasurer stressed the importance of involving local community groups. Cllr Julie Martin asked TTP members to think about what groups to invite, and then Kelly-Jane Brown would probably coordinate everything from there. Cllr John Tivnan BEM said how about involving residents from the local care homes.</p> <p><b>Catering.</b> The Treasurer felt there was a need to organise more catering. Cllr Julie Martin said that if so, it would need to be self-sufficient because of power supply problems.</p> <p>The Chair concluded this item by saying that she was very happy with all the arrangements so far, and that the TTP were currently in a pretty good place.</p>	<b>TTP Members</b>
<b>7.</b>	<p><b>Any other Business</b></p> <p>Lyn Murray suggested that a link to the TTP website be included on the new CHAT website, due to be launched in November 2021. Before adding that it would be good if this action was reciprocated. To which everyone agreed</p>	
<b>8.</b>	<p><b>Date of next meeting</b></p> <p>Wednesday 3rd November 2021 at 7:00pm in the Torpoint Library and Community Hub.</p>	