



MINUTES of the Torpoint Town Partnership (TTP) meeting held on Tuesday 25th January 2022 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 CG), Cllr Mrs Julie Martin (Cllr JM), Cllr John Tivnan (Cllr JT) BEM, Mrs Samm Bickle (SB), Mrs Leanne Jones (LJ), Mrs Julie Morris (JM), Richard Pymm (RP).

		ACTION
1.	Welcome - Chair The Chair welcomed all members to the meeting.	
2.	Apologies for absence Apologies received from Mrs Kelly-Jane Brown, Mrs Jenny Hughes, Mrs Lyn Murray, and Andy Martin.	
3.	Minutes of the previous meeting held on Wednesday 3rd November 2021 (as circulated) The minutes for the previous meeting were read and accepted as an accurate record.	
4.	A thank you message from the Chair The Chair thanked everyone involved in the Christmas Lights Switch On event; including The Lions for providing Santa, and those who organised the Lantern Making Workshop. Despite extremely challenging weather conditions, the Chair felt that everything went very well. However, there were still a few lessons learned, and these had been noted for the future.	
5.	Report from the Treasurer The Treasurer informed the meeting that the current balance in accounts was £5044.26. However, this includes £3,272.25 that has been set aside for defibrillator funding. Thus leaving a working balance of £1,772.01. The Treasurer said that she was concerned about the amount set aside for the defibrillator, as this included a £1,000 Cornwall Council Community Chest donation received in November 2020, plus a donation from the Co-op received back in August 2021. Therefore, unless the defibrillator funding was to be used soon, she would recommend that it be moved to a separate bank account. Cllr JM agreed with the Treasurer, that it was unethical to be holding this money for such a length of time. The Chair said that Jenny Hughes had been talking to HMS Raleigh about locating a defibrillator somewhere on the Naval estate, but was unaware of any progress made. Therefore she would speak with Jenny and report back with a clear plan at the next meeting. The Chair mentioned that there had recently been a problem with the defibrillator located in the Spar, but	Chair

	<p>the problem had quickly been resolved.</p> <p>The Treasurer concluded by saying that the missing collecting pot at the Spar, mentioned in the previous meeting, had now been found.</p>	
6.	<p>Membership Drive</p> <p>The Chair began by stressing the importance of attracting new members, because what was currently sat around the table e.g. councillors, and representatives from The Lions and Friends of Thanckes Park, was pretty much it. The TTP needed to explain to the wider community what the role of the TTP was, its remit was not just to deliver events.</p> <p>The Chair undertook to write a letter detailing the remit of the TTP which will be sent to all local community groups and organisations. Social media posts could also be published to coincide with sending the letter, and Cllr JM offered to push whatever the Chair felt was appropriate. The Chair continued by saying that something had to change, because due to a lack of volunteers, it was the same faces doing everything. Not only could this have possible health and safety implications, it could also make volunteer participation not as enjoyable as it should be for those hard working volunteers, and this was simply not sustainable.</p> <p>SB suggested that the Chair visit Thanckes Park during half-term to try and recruit some of the parents. The Chair replied that historically the TTP had tried to recruit from other local groups and organisations, but any recruitment was obviously good. The Chair recognised that many people lived busy lives, and this could result in them being unavailable to attend TTP meetings. But this should not be a major issue, as the real need was having more people on the ground helping out at events on the day.</p> <p>RP mentioned that volunteer recruitment was a far wider issue, and gave the current insufficient number of volunteer responders as an example. And LJ added that when recruiting, it was important to promote the personal benefits that individuals can experience through volunteering e.g. improved mental health. Cllr JT said that current volunteering issues were not too dissimilar to those he wrote about in a paper back in 2015, and therefore he would send a copy to the Chair. Cllr CG suggested that some potential volunteers could be put off by the misconception that their services would be required on a regular basis only. When actually, irregular commitment was fine, and equally beneficial in its own way.</p>	<p>Chair Cllr JM</p> <p>Cllr JT</p>
7.	<p>Planned Events/Diary Dates</p> <p>i. The Queen's Platinum Jubilee - 2nd-5th June 2022. The Chair invited Cllr JM to explain the proceedings and what has currently been done, plus give any updates from Kelly-Jane Brown.</p> <ul style="list-style-type: none"> Thursday 2nd June at 1300 - Town Crier to undertake the Proclamation announcing the lighting of the Beacon later in the evening. Venue TBD but probably Sparrow Park. Action required: Confirm venue. Thursday 2nd June at 2109 - As the sun sets individual pipers and pipe bands will play 'Diu Regnare' as their personal tribute to Her Majesty The Queen. Venue TBD, but possibly on a ferry. Actions required: Confirm venue and book piper/pipe band. Thursday 2nd June at 2145 - Choirs are invited to join together in local collaboration and sing the newly written song 'A life lived with grace'. Venue TBD. Actions required: Confirm venue and singers. Thursday 2nd June at 2145 - Lighting of the Platinum Jubilee Beacon at 	<p>TTP Members</p> <p>TTP Members</p> <p>TTP Members</p>

	<p>Rendel Park.</p> <ul style="list-style-type: none"> Thursday 2nd June - The Queen's Platinum Jubilee Tart. A special tart made from produce from each of the four countries of the United Kingdom, that could be served either hot or cold at the individual Beacon locations. Actions required: Decide whether to get involved, and if so, find someone to batch bake. The Chair offered to speak with Cornish Pod. Friday 3rd June - Party in the Park at Thanckes Park. The programme for the big event is still to be finalised, and timings TBC, but possibly 1400-2230. All of the major infrastructure requirements had been arranged e.g. staging, generators, toilets etc. Plus the following had been booked; Mr Bounce, Billy Whizz, Painted Faces, and a few groups. The Town Clerk & RFO was currently in the process of booking fireworks to end the day. Action required: The Chair to speak with the Town Clerk & RFO and receive an update regarding the booking of fireworks. <p>Kelly-Jane Brown has created a Facebook page, and TTP members were asked to like and follow the page, plus invite others to do the same. Kelly-Jane is due to contact the schools this week to discuss organisation requirements for the greeting card from the Town to Her Majesty The Queen. The greeting card will incorporate an aerial photo, captured by a drone, of local school children arranged within the boundaries of the number 70. Cllr JM said that she had advised Kelly-Jane to ask the schools to decide on the safest place. The Chair added that the area chosen would also need to permit a drone to fly there as well. SB said that she knew of a photographer who had a drone and was qualified to use it. Therefore, if members were happy for her to do so, she would contact him on their behalf, give a brief explanation of the task, and check his availability for the mid to end of March period. The Chair asked SB to make contact, plus give him her email address.</p> <p>The Chair asked Cllr JM if the committee needed to think about and plan events from 1400, but Cllr JM replied that there was no need, because Kelly-Jane has everything in hand. SB said that Friends of Thanckes Park would have a 'Tea Tent' on site, providing cream teas and English themed cakes, plus a children's activities area. SB added that some male assistance with helping to erect their marquee would be much appreciated. Power and water requirements was then generally discussed, and Cllr JM said that she would ask Andy about how those two essentials had been provided for at previous large outdoor events. The Chair closed by saying that she hoped to have a detailed programme of events, plus stall locations, for the next meeting.</p> <p>ii. Forward Plan for 2022. The Chair said that Cllr JT had notified her of some dates to be added to the events calendar. Cllr JT added that he had provided the Town Clerk & RFO/Support Officer with those dates to enable the additions to be made. After further general discussion, the following dates were mentioned or decided upon:</p> <ul style="list-style-type: none"> Saturday 16th July 2022 - Lions Club Summer Fayre. Sunday 21st August 2022 - TTP Dog Show. Saturday 3rd September 2022 - 'Youth Day'. Saturday 10th September 2022 - Combined Event. Town Carnival and Lions Autumn Charity Event. Saturday 12th November 2022 - TTP Lantern Making Workshop. Saturday 26th November 2022 - Christmas Lights Switch On. Wednesday 14th December 2022 - TTP Doorstep Carols. 	<p>TTP Members Chair</p> <p>Chair</p> <p>TTP Members Kelly-Jane Brown SB</p> <p>TTP Members Cllr JM</p> <p>Town Clerk & RFO/Support Officer</p>
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8.	<p>Publicity The Chair said that publicity for the main event this year, The Queen's Platinum Jubilee, would be regularly pushed between now and the event itself. Publicity for other events would occur as and when it was considered best to do so.</p>	
9.	<p>Any other Business SB said that Friends of Thanckes Park would like to open the Tea Hut again in the Summer, on a shared basis as per last year. The Chair asked SB to email her the details.</p> <p>On behalf of Lyn Murray, RP informed the meeting that the new CHAT website was up and running at https://chat-torpoint.co.uk. The official opening will be in March, and future planned changes to the website will include links to both Town Council and TTP websites.</p> <p>The Treasurer said that she had recently received an invoice for £7.50 from the Town Council for the hire of Benodot Park (Doorstep Carols event) last December. The Chair replied that this was an oversight, as the event was for the Mayor's Charity Fund, and therefore free of charge.</p>	SB
10.	<p>Date of next meeting Wednesday 23rd February 2022 at 7:00pm in the Torpoint Library and Community Hub.</p>	