

MINUTES of the Torpoint Town Partnership (TTP) meeting held on Tuesday 19th July 2022 at 6.00pm 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 John Tivnan (Cllr JT) BEM, Mrs Lyn Murray (LM), Clive O'Shaughnessy (CO), Richard Pymm (RP).

		ACTION
1.	Welcome - Chair The Chair welcomed all members to the meeting.	
2.	Apologies for absence Apologies received from Cllr Mrs Julie Martin and Mrs Jenny Hughes (JH).	
3.	Review constitution (as re-circulated) At the last meeting, the Chair asked members to review the TTP's Terms of Reference (ToRs) and Constitution and email any comments. The Chair shared comments with the group: • The ToRs need to be changed completely e.g. something along the	
	 lines of an events group bringing together all the other voluntary organisations around the town. Everyone assisting each other. The Constitution needs to be changed to ensure membership is open to all organisations in the town. There is no need to include a minimum number of persons (quorum) to hold a TTP meeting. 	
	 The TTP is nothing to do with the economic development strategy for the town. There is no need for declarations of interest. Unsure whether the accounts are kept in accordance with town council financial regulations. Disqualification of members is unnecessary. Questioned whether there was still a requirement to include specified community/voluntary organisations or companies within the Constitution. 	
	The Chair asked members if they were happy for her to go away and draft new ToRs and amend the Constitution, before sharing the results with members by email for comment. With the intention of ratifying the new ToRs and Constitution at the next meeting. All members agreed.	Chair All TTP members
4.	Minutes of the previous meeting held on Tuesday 14th June 2022 (as circulated) The minutes for the previous meeting were read and accepted as an accurate record.	

5. Report from the Treasurer The Treasurer informed the meeting that the current balance in accounts Chair was £4,403.55. However this figure included £468.00 from the defibrillator fund, paid by cheque to Torpoint Athletic Football Club but not yet banked. (The Chair said that she would contact them and ask that they bank the cheque). So actual figures are: • Total in accounts = £3,935.55. • TTP funding = £1,989.80. • Defibrillator funding = £1,945.75. Since the last meeting, the following transactions have taken place: • Payment for Public Liability Insurance = £458.44. • Payment for Beacon Safari = £269.00 (extra £4.00 paid in error). • Payment to Torpoint Athletic Football Club (defibrillator) = £468.00. • Payment to Torpoint Town Council (portable defibrillator) = £858.50. • Refund for fireworks deposit = £400.00. As the subject of defibrillators was already being discussed, the Treasurer suggested we discuss defibrillator training which is being offered on Saturday 3rd September. The cost is £90.00 plus VAT. The Chair said as we have a large number of defibrillators in situ, training would be beneficial. It is understood a training session is owed to the town and the Chair suggested that the TTP could fund a second session. Members agreed to fund one training session and the Chair would investigate with JH the 'free' session. Cllr JT agreed and added a new and updated map showing all defibrillator locations, would be very useful. The Chair anticipated that there would be a lot of organisations interested Town in the training and a morning and afternoon session should be Council investigated. All organisations within the town should be made aware of the training opportunity, and LM suggested all available advertising avenues should be used. 6. Planned Events/Diary Dates (as circulated) The Chair said that the next big TTP event was the Dog Show on Sunday 21st August. The previous judge had confirmed her attendance, and suggested a number of additional classes. The Treasurer added that she had sent the judge the posters, and in return received some rosettes, with more expected to follow. The Chair said that she was really looking forward to the event, and had persuaded a couple of volunteers to help her with check in. The Treasurer agreed to do the announcing and Cllr CG would be helping in the tea hut, Cllr JT would be available as a jack-ofall-trades and JH would be asked to assist. LM said that providing she was feeling ok, she would help the Chair with check in. The Treasurer said she was confident that everything was in hand, and the Chair confirmed that half of all monies taken on the day, would go towards the Hounds for Heroes charity. 7. **Any other Business** CO said that he had a children's story book about habitat loss to present to the library on behalf of The Lions. The presentation was made to the CH&LDM immediately after the meeting was closed. 8. Date of next meeting Tuesday 23rd August 2022 at 6:00pm in the Torpoint Library and Community Hub.