



Town Team Project Board (TTPB) Meeting
Via MS Teams
Wednesday 17th January 2024 7.00pm

Present:

		Voting or Advisory Member?
Les Allen	Lead Consultant	Advisory
Kim Brownhill	Torpoint Town Partnership representative	Voting
Jules Cook	Torpoint Post Office and Shop	Voting
Councillor Gary Davis (Chairman)	Torpoint Town Councillor / Chairman Neighbourhood Development Plan	Voting
Councillor Kate Ewert	Cornwall Councillor for Rame and St. Germans	Voting
Councillor Chris Goodman	Torpoint Town Councillor	Voting
Julie Martin	Coppola School of Performing Arts representative	Voting
Sheena Morton	Torpoint Neighbourhood Development Plan	Voting
Catherine Thomson	Cornwall Council – Community Link Officer	Advisory
Councillor John Tivnan BEM	Cornwall Councillor for Torpoint	Voting
Milly Southworth	Town Clerk and RFO	Advisory

		ACTION
247. TTPB	<p>Welcome and apologies for absence</p> <p>The Chairman (Councillor Gary Davis) welcomed everyone to the meeting. Apologies for absence were received from:</p> <p>Kelly-Jane Brown – Coppola School of Performing Arts</p> <p>Becky Lingard - CHAT</p> <p>William Trinick – Antony Estate</p> <p>Rob White - Deputy Chairman Torpoint Neighbourhood Development Plan</p>	
248. TTPB	<p>Updated Report from Arcadis Consulting (UK) Ltd TITAN Initial 6 Mobility Hub Feasibilities</p> <p>Members’ agreed to accept the updated report on the TITAN Initial 6 Mobility Hub Feasibility Study and minuted thanks for the detailed study, which includes information which will be used in future funding bids. The Town Council will accept the study at the January 2024 council meeting.</p>	
249. TTPB	<p>Minutes of the previous meeting held Wednesday 13th December 2023 and matters arising: -</p> <p>The minutes of the previous meeting held on Wednesday 13th December 2023,</p>	

	<p>as circulated, were taken as read and confirmed.</p> <p>a) The Chairman (Councillor G J Davis) explained he had not replied to the correspondence from the Maker with Rame Parish Council Chair and apologised for the delay and will ensure this is actioned before the next meeting.</p>	Cllr Davis
250. TTPB	<p>Update on the Lower Fore Street Redevelopment (consultant)</p> <p>The consultant, gave an update on the projects as detailed. A reminder of the confidentiality of the PowerPoint slides which are shared with these minutes.</p> <p>Torpoint Project 1 – One Public Estate Bid & Removal of the Police Station</p> <p>The consultant explained the contract is changing, to a fixed price, which is delaying the process moving forward. The fixed price will mean less risk for Cornwall Council. Capital has been found to plug the gap and the expectation is the site will be fully clear by August, this is a delay of two months. Consultant has met with key stakeholders, including the Tamar Crossings Ferry Manager, to inform, no concerns were raised. Demolition will commence once the contract has been awarded by Cormac, this could be early March 2024.</p> <p>Torpoint Project 3 – Community Levelling Up Programme – Mobility Hubs (TITAN)</p> <p>The Feasibility Study has been amended and completed by Arcadis Consulting (UK) Ltd., and passed to the group today (TTPB) with the final funding claim on the project to be submitted by the Clerk. The documents will now be used to future bids for delivery funding and for further feasibilities to support the integrated network.</p> <p>Torpoint Project 4 – BUS006 Bid for Feasibilities on New Build</p> <p>The consultant advised a face to face progress meeting with the appointed contractor had been held, attended by the consultant, the Chairman (Councillor Gary Davis) and the Clerk. All the surveys which had been completed on the Police Station have been forwarded to the contractor.</p> <p>Regarding the opportunity to bid for an additional £25k of Community Levelling up funding for a feasibility study towards 'Veteran's Housing', the consultant explained this bid is ready to be submitted, with support from SSAFA and the Cabinet Member. This bid is being submitted to the Veteran's Covenant Board on 18th January 2024, for their consideration. Members' had no objections to the bid being submitted.</p> <p>The timescale for completion of the feasibility report is on track, with the report expected by 11th February 2024, in time for Clifton Emery Design Ltd. to present the report at the next meeting of the TTPB.</p> <p>The next stage is to consider submitting a funding bid for £140K+, which will be to progress to the next stage, development of a RIBA3 study.</p>	Clerk

	<p>The consultant explained the potential requirement to conduct a Masterplan for the town, prior to planning, in line with the Neighbourhood Development Plan and with this mind he has spoken to Cornwall Council’s planning team.</p> <p>The consultant shared information / data tables on veterans for Torpoint, including ‘Neighbourhoods with the highest proportion of veterans’, which ranks Torpoint as the third highest neighbourhood in England.</p> <p>Additional reports / ideas which could be considered to be purchased/undertaken as part of this funding, from Clifton Emery Design Ltd. are: -</p> <ul style="list-style-type: none"> • £3,350 Transport report (not required); • £3,250 Drainage / flood risk cut and fill report (required); • £ 340 Utility search report (not required); • £4,180 Ground conditions report (required). <p>Following consideration, it is recommended to purchase the following additional studies from Clifton Emery Design Ltd., within the BUS006 Lower Fore Street Feasibility Study funding:</p> <ul style="list-style-type: none"> • £3,250 + VAT Drainage / flood risk cut and fill report and • £4,180 + VAT Ground conditions report. <p>TOTAL cost £7,430 +VAT.</p> <p>Catherine Thomson reminded the TTPB about the Town Delivery Funding opportunity, which provided grants from £5,000 to £100,000; it is expected the average funding amount of £30K will spread benefits across Cornwall.</p> <p><i>INITIAL CONCEPT DESIGN presentation / report from Clifton Emery Design Ltd. (CED)</i> had been previously shared with members for consideration / discussion at this meeting.</p> <p>The consultant highlighted the Torpoint Library site size is circa 271sqm and guided members through the three initial concepts, which had been presented in a report by CED. The CED report presented:</p> <ul style="list-style-type: none"> • Option 1 – Community Hub, plus 12 Dwellings; • Option 1a – Community Hub, Office, plus 12 Dwellings; • Option 2 – Community Hub, plus 14 Dwellings. <p>Much time was spent considering all three options, with members’ questions answered. The Chairman thanked the consultant for taking them through the options, before the TTPB voted unanimously, it is resolved to pursue <i>Option 2 – Community Hub, plus 14 Dwellings</i>. The consultant will advise CED of this outcome.</p>	<p style="text-align: center;">Council</p> <p style="text-align: right;">L Allen</p>
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	<p>Torpoint Project 5 – CLUP Bid Cycle Connectivity across Torpoint & The Rame Peninsula</p> <p>The consultant explained there is no further change since the December 2023 report.</p> <p>Other Items’</p> <ul style="list-style-type: none"> ➤ Bid available for sums up to £12.5k Town Accelerator Fund, there is an opportunity to bid for funding for a Torpoint and Rame website, and it is resolved to proceed with this funding submission. ➤ The consultant referred to the earlier discussions regarding the Masterplan for the town, for the Lower Fore Street redevelopment. Having presented a revised ‘red line’ around Phase 1 of these development plans, members’ agreed with the proposals to re-site the ‘red line’ for the Masterplan. <p>Funding secured so far: £ 74,000 (New Build Feasibility) £546,468 BFRF £ 76,850 Growth Fund £ 9,000 Cornwall Council £ 50,000 Town Vitality Fund <u>£755,318 TOTAL</u></p> <p>The Chairman thanked the consultant for all the progress made since the last meeting.</p>	Clerk
251. TTPB	<p>Discussion / Action Plans</p> <p>None other than those already discussed.</p>	
252. TTPB	<p>Neighbourhood Development Plan (NDP) update</p> <p>The Chairman (Councillor Gary Davis) explained the Neighbourhood Development Plan steering group had met the previous evening, with updates to the plan following completion of the Regulation 14 consultation being made. It is anticipated that once these final changes are made the plan will be submitted to Cornwall Council for legal compliance by Friday 26th January 2024. According to the updated Project Plan, this could mean the Referendum being held in September 2024.</p>	Clerk
253. TTPB	<p>Stakeholder and Communications Plan.</p> <p>Nothing required at this stage.</p>	
254. TTPB	<p>Any other Business</p> <p>None.</p>	
255. TTPB	<p>Date and time of next meeting:</p> <p>Monday 12th February 2024 via Teams, 7.00pm start with Clifton Emery Design Ltd. giving a presentation on the Lower Fore Street Community Building Feasibility Study. <i>(Post meeting note this has been changed to Tuesday 13th February 2024.)</i></p>	

The meeting closed at 8.30pm.