

MINUTES of the Torpoint Town Partnership meeting held on Tuesday 17th October 2017 at 7.00pm in the Committee Room, York Road, Torpoint.

PRESENT: Town Mayor Cllr Lambert Keise (Chair), Cllr Kim Brownhill - Treasurer, Mr Andy Brownhill – Torpoint & Rame Peninsula Lions, Mrs Janet Fincher – Torpoint Twinning Association, Mr Andy Martin, Cllr Mrs Julie Martin, Mrs Lyn Murray – Community Health Around Torpoint (CHAT), Cllr Sara Ryder – Torpoint Chamber of Commerce/Torpoint Players/Torpoint Arts & Performance Society, Cllr John Tivnan BEM – Torpoint Community Events Co, Mrs Milly Southworth – Deputy Town Clerk (DTC).

		ACTION
1.	Welcome – Chairman	
	The Chairman welcomed members to the meeting.	
2.	Apologies Apologies were submitted on behalf of Cornwall Cllr Gary Davis, Cllr Mrs Chris Goodman, Mrs Odette Norreys, Mr Mike Pearn MBE, Mrs Rosemary Pellew – Torpoint Archives, Cllr Ms Rachel Tanner BEM.	
3.	Declarations of interest relating to items on the agenda None.	
4.	 Minutes of the Meeting and matters arising (17th October 2017) The minutes of the previous meeting were confirmed as an accurate record. Matters Arising: a) Minute number 4c, clarification to be sought from the Lord-Lieutenant's about his comments on hosting <i>Cornwall</i> Armed Forces Day. b) Minute number 5, the DTC reported posting on Facebook post the recent income from the teas at Bénodet Park and the collection tins, which have recently been emptied. c) Minute number 6, Torpoint Twinning Association had been invited to attend the TTP and were in attendance at this meeting. d) Minute number 7b, AED Training, Lyn Murrary (LM) sought an update on the AED training which had been arranged by John Tivnan (JT). JT explained that although several people had turned up for the training event, there had been some initial confusion which resulted in a half hour training session being run with only a few persons present. JT added that due to relocation of the Carnival event to the Council Chambers there was no available space to run the AED training at the Carnival. JT added that the training kit is now in Bude until the second week of November. LM offered to have a discussion with members from CHAT about the possibility of CHAT taking on the organisation of AED training in the town, JT agreed this is a suitable way forward. e) Minute number 11, the condition of the site around the old fire station / health centre – Sara Ryder detailed discussing similar concerns at the recent Chamber of Commerce meeting. LM added that she has contact details for the NHS building, should anyone require this information. 	DTC LM/JT

5.	Financial Report – The Treasurer	
	a) Accounts update	
	 The Treasurer confirmed the current bank balance at £2,222.77. 	
	 The Treasurer confirmed the following expenditure is waiting to be 	
	cleared from the account:	
	i) St John Ambulance (Carnival) £60.00	
	ii) Printing costs (Carnival) £40.00 (approximately)	
	 The profit from the four collecting tins placed around the town over the 	
	last three months was £55.62. The Treasurer agreed to source	
	-	
	additional collecting tins as other local retailers have asked for tins to be	
	placed in their shops.	Treasurer
	The Treasurer summarised the Carnival income and expenditure	
	compared to last year	
	Stall income down	
	Raffle income up	
	Catering income down	
	Banner expenditure has been paid (£54.00 inc VAT).	
	b) Torpoint Feel Good Festival – final statement of account (as	
	circulated)	
	Members scrutinised the circulated spreadsheet and approved the final	
	statement of account for the Feel Good Festival 2017, noting the various	
	income sources, including local sponsorship and bucket collections at the	
	a v a val	
	event.	
	Correspondence	
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	 again be provided by the Lions. Silly string in Fore Street was discussed. Members discussed previous Chirstmas Lights switch on events. Sara Ryder (SR) highlighted the importance of including the local retailers in the event and offered to talk to the retailers in Fore Street to ask whether they plan to open and participate in the event. A competition for the best dressed window display was suggested, SR will seek interest on this. Retailers will need a competition entry card and the windows would be judged in advance and prizes awarded at the switch on event. Certificates were suggested as prizes, which could be displayed in shop windows. A short questionnaire will be prepared by the DTC and SR agreed to talk to/distribute to the retailers over the next week. The location of the Christmas tree was discussed. Lollies for the children to be purchased. Performers – all school to be invited to perform, check availability of Coppola School of Performing Arts, TCC Samba Band, Town Band, Andy Martin will then compile a performance schedule. Marketing and Publicity – suggested the Town Crier could publicise in Fore street in the lead up to the event. Banner to be put up. Posters and Facebook to be produced/utilised. 	SR/DTC JM DTC/AM ALL DTC
	 The Citizen of the Year Award recipient, Chris Still, to be contacted to be invited to switch on the lights. 	DTC
8.	Fund raising None discussed.	
9.	Diary Dates 2017/2018	
5.	 Cllr Sara Ryder reported that the Torpoint Players pantomime, in association with the Coppola School of Performing Arts, will be Jack and the Beanstalk next year. There will be one performance on Friday 26th January and two performances on Saturday 27th January 2018. More details to follow. Updated 2017/2018 diary dates will be circulated. 	
10.	 Report(s) from other organisations CHAT – Wednesday 6th December CHAT are planning an afternoon Christmas celebration event at the Council Chambers – more details to follow. 	
11.	А.О.В.	
	 Cllr Kim Brownhill suggested organising a dog show next year, members added that this could be one of the events included in a "Carnival week of events" and agreed to consider this again. 	
12	Data of Noxt mosting	
12.	Date of Next meeting The date of the next Torpoint Town Partnership meeting is set for Tuesday 14 th November 2017, 7.00pm Committee Room of the Council Chambers.	

Meeting closed 8.40pm.....Chairman