



TORPOINT TOWN PARTNERSHIP

MINUTES of the Torpoint Town Partnership meeting held on Tuesday 14th November 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, Cllr Mrs Chris Goodman (for part of the meeting), Mrs Jenny Hughes (late arrival), Mr Andy Martin, Cllr Mrs Julie Martin, Mrs Lyn Murray – Community Health Around Torpoint (CHAT), Mrs Odette Norreys, Mr Mike Pearn MBE, Cllr Sara Ryder – Torpoint Chamber of Commerce/Torpoint Players/Torpoint Arts & Performance Society, Cllr Ms Rachel Tanner BEM, 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, Terry Moore – Royal British Legion, Mrs Rosemary Pellew – Torpoint Archives.	
3.	Declarations of interest relating to items on the agenda None.	
4.	Forthcoming Projects Torpoint Arts Festival – Saturday 25 th November Odette Norreys summarised the arrangements/schedule for the forthcoming event and sought volunteers to assist with set up on Friday 24 th November, from 9.30am, explaining that access to the Committee Room to set up was available from 3pm on Friday. The list of activities was presented accompanied by a room plan. Odette Norreys explained that it is hoped for families to attend and stay at the Festival all day, families have been encouraged to bring packed lunches along. Display boards are being borrowed from Kingsand Community Hall and local schools have been invited to display their pupils’ artwork. Andy Martin volunteered to assist with setting up the PA and the “tea ladies” will organise refreshments. All funds received at the event will be donated to the TTP, and collecting tins will be at the event for any additional donations. Odette Norreys left the meeting at this point.	
5.	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) Clarification has been obtained from the Lord-Lieutenant about hosting Cornwall Armed Forces Day, agreed to correspond with Rear Admiral Mike Wood and arrange a meeting to progress the proposal further. b) Minutes of the September meeting AED Training, Lyn Murraray (LM) explained that CHAT are hoping now to arrange this training in the New Year and as soon as more information is available this will be circulated.	DTC LM

	<p>approximately 4.00pm, notices informing residents to be put up. Suggested that notices could be placed on cars parked in Fore Street the Saturday prior to the event, to give advance notice of the road closure.</p> <p>Other Projects:</p> <p>b) Torpoint Community Cinema Project (TCCP)</p> <ul style="list-style-type: none"> ➤ Jenny Hughes (JH) was pleased to inform members that the TCCP has been selected by the Co-op to be one of three charities to receive their community funding from November 2017 for a one year period. ➤ JH is planning a Christmas Bazaar and Craft Fayre, to raise funds for the TCCP and the TTP. Stalls are available to book. Free of charge usage forms to be completed and forwarded to the Town Council for this event and the proposed film showing in December. ➤ JH is hoping to raise sufficient funds to show a children’s film on Saturday 23rd December in the Committee Room of the Council Chambers. JH has contacted the Licensing Officer from Cornwall Council who states: “no licence is require for a ‘not-for-profit’ film exhibition held in community premises between 08:00 and 23:00 hours on any day provided that the audience does not exceed 500 and the organiser: <ul style="list-style-type: none"> a) gets consent to the screening from a person who is responsible for the premises; and b) ensures that each screening abides by age classification ratings. Therefore, no licence or TEN is required to show films at the Council Chambers, Benodét Gardens, providing the above conditions are met. No licence or TEN required for food or drink, providing it isn’t sold between the hours of 23:00 and 05:00 hours. If you decide to sell alcohol at any of the cinema events, then you will need to apply for a TEN.” This detail will need to be forwarded to Torpoint Town Council. <ul style="list-style-type: none"> ➤ Members were supportive of this project. ➤ JH explained that currently the TCCP does not have a bank account and asked members whether any funds raised could be banked with the TTP for an interim period, until an account is set up. Members were in agreement with this proposal, suggesting any amount raised would be set aside for the TCCP. 	JH
		DTC
9.	Fund raising None discussed.	
10.	Diary Dates 2017/2018 ➤ Updated dairy dates to be circulated.	
11.	Report(s) from other organisations ➤ CHAT – Wednesday 6 th December CHAT are planning an afternoon Christmas celebration event at the Council Chambers, this will be open to the public, refreshments will be served and Plymouth Dock Ukulele will be providing some entertainment.	
12.	A.O.B. ➤ Cllr Sara Ryder suggested any advertising posters for Christmas Lights switch on event could highlight “please come to support your local businesses”.	
13.	Date of Next meeting The date of the next Torpoint Town Partnership meeting is set for Tuesday 9th January 2018, 7.00pm Committee Room of the Council Chambers.	

Meeting closed 8.15pm.....Chairman