



MINUTES of a meeting of the Development and Localism Committee held on Thursday 6th December 2018 at 7.00pm in the Council Committee Room, 4 York Road, Torpoint.

PRESENT: - Councillors G J Davis (Chairman), L E Keise (Town Mayor), Miss R C Baker, Mrs. C E Goodman (Deputy Town Mayor), Mrs. J M Martin and J Tivnan BEM plus the Town Clerk.

	ACTION
<p>81-18D&L Apologies for absence: - Councillors Miss L Hocking, Mrs. C A Jackson and Miss R A Tanner BEM.</p>	
<p>82-18D&L Declarations of Interest relating to items on the Agenda: - None.</p>	
<p>83-18D&L Minutes of the previous meeting: - The minutes of the Development and Localism Committee meeting held on the Thursday 1st November 2018 were taken as read, confirmed and signed by the Chairman.</p>	
<p>84-18D&L Matters arising from the minutes: - a) Devolution of a programme of assets/services: - Pursuant to minute number 72-18D&L (a) the Clerk advised the Project Initiation Document (PID) has been completed in advance of the budget setting meeting. Additionally, all necessary documentation has been forwarded to the Devolution team at Cornwall Council (CC). CC Scrutiny Panel has now reviewed the proposals and a Directors report will be compiled, it is anticipated this will be signed off quickly. Once the report has been agreed by CC this will provide the instruction to commence legal negotiations. b) Tennis Courts / Hut: - Pursuant to minute number 72-18D&L (b) the tennis courts and hut are included in the Devolution package from CC and the hut will be kept in situ. c) War Memorial: - Pursuant to minute number 72-18D&L (c) the Clerk explained the war memorial working party has met earlier this week to pursue the project. An update on proceedings is detailed: i) Agree the list of names for the memorial stones – one draft list has now been agreed, there are some names which require clarity and it is hoped the press release will assist in this matter. ii) Publicise the list of names – the draft list of names will be published in the January 2019 edition of the Advertiser. At the same time the list will be circulated on the town council website, via social media,, local newspapers and Church magazines.</p>	

<p>86-18D&L To consider the Council Risk Management: - a) Budget Monitoring: - The Committee reviewed the October 2018 financial comparison (as circulated) and the items relevant to this Committee. Members highlighted the financial comparison should be reviewed alongside the committee development plan to enable each project to be financially and operationally monitored.</p>	<p>Clerk</p>
<p>87-18D&L Policies referred to this Committee: - a) Communications Policy: - The Chair explained the Clerk has provided an initial draft of a communications policy, which is accompanied by a proposed social media policy. Following discussion it is recommended the social media policy is adopted and implemented, to run alongside the existing publicity policy with the final version of the communications policy anticipated to be available for consideration at the next meeting of this committee. Members were of the opinion the social media policy requires expediting to enable social media sites, Facebook and Twitter, to be set up in advance of the projects this Council are taking on in 2019.</p>	<p>Council</p>
<p>88-18D&L Localism: - a) Vision Projects: - It was agreed there are sufficient projects in progress and the tracker will be reviewed at the next meeting.</p>	
<p>89-18D&L Correspondence: - a) Via Mr R Carter – Land at Trevol Road, Torpoint Former Bus Depot – Gard & Co. Solicitors: - It is recommended the revised document is signed by the Clerk and forwarded to Mr Carter. b) Local Maintenance Partnership 2019-2020 – Cornwall Council. Noted. c) Consultation on Application for a Marine Licence – Marine Management Organisation (MMO). It is recommended the correspondence is noted with no comments or objections and a response thanking the MMO for notifying the Council on this matter is forwarded. d) Non-renewal of contract - Wallgate Ltd. Noted. e) Talk to the Town Council about plastics - Year 2 children Torpoint Nursery and Infant School. It is recommended the Year 2 children from Torpoint Nursery and Infant School are invited to attend at 6.30pm on Thursday 17th January 2019 to give a presentation to the Town Council about plastics.</p>	<p>Council Council Council</p>
<p>90-18D&L Planning Applications: - None.</p>	

91-18D&L Accounts for Payment: -

PAYEE	REASON	GROSS	(VAT)	NETT
The Royal British Legion Poppy Appeal	Remembrance wreaths	55.50	0.00	55.50
Community Payback	November 2018	448.00	74.67	373.33
Brewers	White board	70.74	11.79	58.95
Biffa	Waste Collection	136.68	22.78	113.90
Mrs C F Southworth	Postage Reimbursement	7.30	0.00	7.30
Torpoint Town Partnership	Reimbursement – income to Town Council received in error	50.00	0.00	50.00

92-18D&L Date of Next meeting

Thursday 7th February 2019.

93-18D&L Any Business that has been disclosed to the Chairman and members prior to the meeting

- Councillor J Tivnan reported taking a question from a member of the public about the timescale for the broken fence at Thanckes Park be repaired, the Chair (Councillor G J Davis) answered to the best of his knowledge it will be repaired as soon as reasonably practicable.

Meeting closed at 7.50pm. _____Chairman