



**MINUTES** of the Torpoint Town Partnership meeting held on Monday 19<sup>th</sup> November 2018 at 7.00pm in the Committee Room, York Road, Torpoint.

**PRESENT:** Cllr Lambert Keise (Chair), Cllr Mrs Chris Goodman, Mrs Kim Brownhill - Treasurer, Cllr Rachel Tanner BEM, Cllr Julie Martin  
 Cllr Marlon Spurling, Mrs Gaynor Spurling, Mr Matt Spurling, Brenda Clarke (Studio 2), Janine Lau (The Standard Inn), Lynne Matthews (Pricebusters), Vanessa Pergusey (Green Sails), Mrs Jenny Hughes, Miss Katie-Marie Martin, Ms Tina Morris (Administration Assistant), Mr Ray Skelly (arrived 7.15pm), Mr Richard Pymm – Torpoint & Rame Peninsula Lions (arrived 7.27pm)

		<b>ACTION</b>
<b>1.</b>	<b>Welcome – Chairman</b> The Chairman welcomed all members to the meeting.	
<b>2.</b>	<b>Apologies</b> Apologies were submitted on behalf of, Mr Andy Martin, Mrs Lyn Murray (CHAT), Mrs Heather Stenning (Friends of Thanckes Park)	
<b>3.</b>	<b>Declarations of interest relating to items on the agenda</b> None.	
<b>4.</b>	<p><b>Minutes of the previous meeting and matters arising</b></p> <p><b>Christmas Tree</b> – Lambert confirmed the tree has been chosen and will be cut and delivered on Friday 23<sup>rd</sup> November, at approx. 12 noon- 12. 30pm. Volunteers required to help erect it. Lambert will be on hand to Assist as will Mike Greaves + 1 from the rugby club. Any other volunteers that were around to help would be appreciated. (Ray Skelly later confirmed he would be able to assist). Kim advised there was a stand which would need to be fitted to the bottom of the tree. Lambert confirmed he would check this before delivery. Lambert confirmed the Torpoint WI had donated £70 last year towards the cost of this year’s tree and confirmed the cost would be £65 including delivery.</p> <p><b>Performers at Christmas Lights Switch On</b> – Julie confirmed Andy Martin had the organisation and set up of the stages in hand. The 2 stages would be located in Fore Street and Sparrow Park and Andy was hoping to link the sound systems together so that all the acts could be heard at both stages. The performers would need to be at their correct location 20 minutes prior to start. Tina to advise performers. Andy would require the TTC Gazebo, key to the garage and 2 generators by Friday 30<sup>th</sup> November. Tina to organise.</p>	<p>LK +</p> <p>AA</p>

<p><b>5.</b></p> <p><b>6.</b></p> <p><b>7.</b></p>	<p><b>Financial Report</b> Mrs Brownhill confirmed the current unreconciled bank account total was £2737.42 which included £680.71 being held on behalf of the Defibrillator Fund Raising. This leaves a working balance of £2,056.71 for the TTP.</p> <p><b>Correspondence -</b> None</p> <p><b>Forthcoming Events</b></p> <p><b>Lantern Making Workshop -24<sup>th</sup> November 10am – 4pm</b></p> <ul style="list-style-type: none"> <li>• Kim confirmed that so far 21 people had registered for the workshop in advance.</li> </ul> <p><b>Christmas Lights Switch On 1<sup>st</sup> December 2018</b></p> <ul style="list-style-type: none"> <li>• Road Closure – Confirmed as from 14.00 to 20.00 on 1<sup>st</sup> December 2018</li> <li>• Lambert confirmed the lights have been delivered and stored at Hearts Café garage prior to the 'putting up'. Lambert conveyed his thanks to Gaynor for all her help with the delivery and storage.</li> <li>• Ray confirmed both he and his son Liam would be heading up the installation of the lights on Sunday 25<sup>th</sup> November from approx. 10.30am and he required another 2-4 volunteers to help on the day. Confirmed that Cllr Eddie Andrews had also offered to assist.</li> <li>• Kim confirmed the mini Christmas trees and suspension wires for the lights were in her garage and she would liaise with Ray on collection prior to 25<sup>th</sup> November</li> <li>• The owner of the Emporium building has withdrawn permission for the light bracket to be put up on the side of his building again, as he had recently had extensive external works carried out. Ray would assess the electricity supply to check if the power would still serve the other lights and Christmas trees and evaluate if an alternative site can be found.</li> <li>• Katie-Marie offered to design and circulate a poster for the event.</li> <li>• Rachel agreed to circulate the details of the performers on Facebook.</li> <li>• Discussion regarding stall opening times as the 'Diary Dates' states from 4pm, however the first performer was arranged for 3pm. It was agreed stalls would set up as soon as the road was closed at 2pm. Tina would contact Mike Pearn to ask to change the time in the Diary Dates.</li> <li>• Kim confirmed there would be a selection of Vintage Games/Side shows and she would ask that this include a Candy Floss stall.</li> <li>• Rachel confirmed she had visited a large number of the Fore Street traders and distributed the details and entry card. Kim confirmed she had sourced a trophy for the Winning Window. Judges were confirmed as Lambert and Chris Goodman. Decided there should be 3, Richard Pymm agreed to be the third. The judges will meet on Wednesday 28<sup>th</sup> November at 7pm outside the Harbour Lights building to commence the judging. The winner would be announced at the Switch On.</li> <li>• There was a discussion regarding who would be Switching On the lights. Lambert confirmed it was usually the Citizen of the Year (currently Betty Begby). Rachel suggested asking Deborah Gregory a local resident who had competed at the recent Invictus Games. In addition, Jade Rice-Alor, the current Miss South West. It was agreed for Tina to contact all those concerned.</li> </ul> <p><b>(Post Meeting Note: all 3 VIP's had confirmed they would be delighted to be involved in the switching on of the lights)</b></p>	<p>RS/KB</p> <p>RS</p> <p>KM</p> <p>AA</p> <p>KB</p> <p>LK/CG/RP</p> <p>AA</p>
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8.	<p><b>Fund Raising Ideas</b></p>	
	<ul style="list-style-type: none"> <li>Jenny advised the Deliberator Fund had applied to Cornwall Council for funding of £500 as suggested by Cllrs Gary Davis and John Crago. In addition, there would be a fund-raising Coffee Morning at the Band Hut on 8<sup>th</sup> December, with Cake and Bacon Rolls being available.</li> <li>Lynne suggested holding a Party in The Park at Bénodet Park. There was some discussion regarding organising events and liaising with other organisations in Torpoint. Rachel Tanner suggested that the TTP should have defined calendar dates for the coming year. It was agreed to hold a Planning Meeting on Tuesday 15<sup>th</sup> January where a schedule for the year's events would be confirmed. Any ideas for events should be submitted prior to this meeting in order to be added to the TTP Schedule and try to ensure town events did not clash with each other.</li> </ul>	
9.	<p><b>Diary Dates-</b></p>	
	<ul style="list-style-type: none"> <li>See item regarding Christmas Lights Switch On schedule under Forthcoming Events Agenda Item</li> </ul>	
10.	<p><b>Reports-</b></p>	
	<ul style="list-style-type: none"> <li>None</li> </ul>	

<p><b>11.</b></p>	<p><b>AOB</b></p> <ul style="list-style-type: none"> <li>Jenny confirmed the Community Cinema was being presented with a cheque for £1,900 by the CO-OP on Saturday 24<sup>th</sup> November at the Torpoint Branch, together with two other local organisations. As part of the presentation the Cinema group would also have a book and cake stall which would be fund raising for the Defibrillator Fund. The stall would be open from 11am – 4pm</li> <li>Ray asked that it be minuted to thank the Probation Team who had assisted with the organisation of the beacon for the Battle’s Over Event on Remembrance Sunday. He confirmed they had been very helpful and also asked for a letter of thanks to be sent to their co-ordinator. Lambert added the Beacon Lighting/Battle’s Over had been a huge success and wished to thank everyone who had been involved in the organisation of the event.</li> </ul>	<p>AA</p>
<p><b>12.</b></p>	<p><b>Date of Next Meeting</b></p> <ul style="list-style-type: none"> <li>Tuesday 15<sup>th</sup> January 2019 7pm at the Council Chambers</li> </ul> <p>Meeting closed at 8.17pm</p>	