



MINUTES of the Torpoint Town Partnership meeting held on Tuesday 15th January 2019 at 7.00pm in the Committee Room, York Road, Torpoint.

PRESENT: Cllr Lambert Keise -The Mayor (Chair), Cllr Mrs Chris Goodman, Mrs Kim Brownhill - Treasurer, Cllr Julie Martin
 Cllr Marlon Spurling, Brenda Clarke (Studio 2), Lynne Matthews (Pricebusters), Miss Katie-Marie Martin, Mr Ray Skelly, Mrs Lyn Murray, Mrs Heather Stenning, Warrant Officer 1 Alex Orr, Petty Officer Darren Hatfield, Milly Southworth (Town Clerk).

		ACTION
1.	Welcome – Chairman The Chairman welcomed all members to the meeting.	
2.	Apologies Apologies were submitted on behalf of, Mr Terry Moore, Cllr Rachel Tanner BEM, Mr Mike Pearn MBE, Mrs Jenny Hughes, Mr Matt Spurling, Mr Richard Pymm, Mrs Rosemary Pellew, Mrs Chris Roper, Ms Tina Morris (Administration Assistant)	
3.	Declarations of interest relating to items on the agenda None.	
4.	Minutes of the previous meeting and matters arising Christmas Tree – The Mayor wished to thank all the volunteers who helped to make the Christmas Lights Switch On such a great success including the Torpoint WI who made a donation towards the purchase of the Christmas Tree. There was a discussion regarding the fact that although the tree wasn't the tallest available, it was a lovely shape and the size made it easier to safely decorate. Milly advised that Tina Morris (Admin Assistant) had cut the tree up into the required size pieces ready for disposal by the refuse collectors as required. Performers at Christmas Lights Switch On – The Mayor commented that the Performers had done a 'sterling job' and that it had been very successful to start the event earlier than in previous years. There was a further general discussion where it was suggested that a programme of events was published to the wider community and other organisations. It was agreed that there should be a formal booking system for those wishing to sell from stalls in the street. Mrs Brownhill confirmed the stalls can set up free of charge, but traders, other than existing retailers, are asked to make a donation to the TTP funds. Christmas Lights – Mr Skelly provided information regarding the existing lights and advised that there had been a big problem with the middle section of	

	<p>the display. It was agreed to investigate the causes and ensure all the equipment and fixings were tested for safety and suitability before set up for Christmas 2019. Mr Skelly would liaise with Torpoint Town Council</p> <p>Best Dressed Window Competition The Mayor confirmed the Best Dressed Window Competition had been successfully judged by himself, Cllr Goodman and Mr Richard Pymm and the winner had been presented with a trophy.</p> <p>Father Christmas – it was noted there had been 4/5 different Father Christmas’ on duty at the same time during the Christmas Light Switch On and this potentially created a problem for parents with young children. It was suggested that all organisations intending to provide a Father Christmas liaise together to avoid this issue happening again. It was hoped that this agreement would be adhered to in the future. Cllr Tanner had forwarded an email prior to the meeting where she suggested using the Friends of Thanckes Park Father Christmas for the Event. Mrs Brownhill advised this could result in a potential drop in fundraising income from the event if this didn’t happen. Mrs Brownhill confirmed the street collection by the Torpoint and Rame Lions had raised £183.20.</p> <p>Christmas Tree Festival – The Mayor wished to thank Mrs Gaynor Spurling and her daughter Jess for decorating the TTP entry in the Christmas Tree Festival competition and praised them for being awarded 5th place. Congratulations went to the Friends of Thanckes Park who provided the winning entry.</p>	
<p>5.</p>	<p>Financial Report Mrs Brownhill confirmed the current unreconciled bank account total was £3,072.58 which included £1,059.16 being held on behalf of the Defibrillator Fund Raising. Mrs Brownhill confirmed there was an uncleared cheque for the street closure fees of £47 and that an additional donation was expected from Cobbles Ices</p>	
<p>6.</p>	<p>Correspondence - The Town Clerk provided a summary of information received from Mr John Tivnan regarding changes to safety regulations when using Bouncy Castles at events. Warrant Officer 1 Orr advised he could provide additional information on this item.</p>	
<p>7.</p>	<p>Forthcoming Events/Diary Dates</p> <p>There was an in-depth discussion regarding upcoming diary dates for various organisations and the following events were noted:</p> <p>FoTP – Run in the Park – Fortnightly Tea Hut opening various Mondays & Fridays throughout the year</p> <p>Dates February –</p> <ul style="list-style-type: none"> • 8th Torpoint Ladies Singers • 17th Community Cinema <p>March –</p> <ul style="list-style-type: none"> • 2nd Project Day – FoTP 	

	<ul style="list-style-type: none"> • 8th Torpoint Ladies Singers • 11th Commonwealth Day – Flag raising at Sparrow Park • 16th Torpoint Ladies Singers Coffee Morning • 17th Sensory Planting Day – FoTP <p>April –</p> <ul style="list-style-type: none"> • 6th Easter Event – FoTP • 8th Torpoint Ladies Singers • 14th Community Cinema <p>May –</p> <ul style="list-style-type: none"> • 10th Torpoint Ladies Singers • 11th Project Day – FoTP • 4th Community Cinema <p>June –</p> <ul style="list-style-type: none"> • 15th Torpoint Ladies Singers Coffee Morning • 30th Community Cinema <p>July –</p> <ul style="list-style-type: none"> • 6th National Field Day, Thanckes Park – FoTP • 6th Dog Show - TTP • 6th Torpoint Ladies Singers Coffee Morning <p>August –</p> <ul style="list-style-type: none"> • 28th Community Cinema <p>September –</p> <ul style="list-style-type: none"> • 1st Community Cinema • 14th Carnival – TTP <p>October –</p> <ul style="list-style-type: none"> • 24th RBL Poppy Concert • 27th Community Cinema <p>November –</p> <ul style="list-style-type: none"> • 10th Remembrance Sunday • 11th Poppy Wreath Laying Sparrow Park • 23rd Lantern Making – TTP • 30th Christmas Lights Switch On -TTP <p>December –</p> <ul style="list-style-type: none"> • 6th Torpoint Ladies Singers • 7th Torpoint Ladies Singers Coffee Morning • 14th Santa’s Grotto – FoTP with Coppola School of Performing Arts • 22nd Community Cinema <p>The Town Clerk brought to the meetings attention correspondence received from Mr Matt Spurling who had suggested a Social Media Strategy for the TTP was required and that he had offered to write this on behalf of the TTP. All present agreed to accepting this offer.</p> <p>WO 1 Alex Orr advised the meeting that he was part of Royal Navy Outreach, which whilst not on an active recruitment drive was able to attend and assist with various events in a community assistance-based role. His organisation was able to offer help with equipment, assistance, vehicles for community events.</p>	
<p>8.</p>	<p>Reports from Other Organisations -</p> <ul style="list-style-type: none"> • CHAT – Mrs Lyn Murray advised the CHAT Directory was being reprinted and would be available in central locations for distribution. Any organisations that would like to be included should email Lyn Murray. 	

	Mayflower 400 – WO1 Alex Orr advised the Royal Navy was organising a huge event in 2020 to commemorate this and would keep the TTP advised if they would like to be included. It was suggested at the meeting that The Carnival in 2020 could be themed around this	
9.	<p>AOB –</p> <p>The Town Clerk confirmed that Mr Mike Pearn was intending to step away from organizing the compilation and publication of the Diary Dates and that providing there was Town Council agreement the Administration Assistant would take over this role.</p> <p>The Mayor suggested holding an Open Evening for all interested to come along to find out about the TTP.</p>	
10.	<p>Date of Next Meeting</p> <ul style="list-style-type: none"> Tuesday 26th February 2019 7pm at the Council Chambers 	
	Meeting closed at 8.45pm	