



MINUTES of a meeting of the Development and Localism Committee held on Thursday 7th March 2019 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.

ALSO PRESENT: - Councillors K Moon, M J Senese and C R Still.

	ACTION
<p>109-18D&L Apologies for absence: - Councillors Miss L Hocking and Miss R A Tanner BEM.</p>	
<p>110-18D&L Declarations of Interest relating to items on the Agenda: - None.</p>	
<p>111-18D&L Minutes of the previous meeting: - The minutes of the Development and Localism Committee meeting held on Thursday 7th February 2019 were taken as read, confirmed and signed by the Chairman.</p>	
<p>112-18D&L Matters arising from the minutes: - a) Devolution of a programme of assets/services: - Pursuant to minute number 99-18D&L (a) the Clerk reported receipt of the formal documentation for signature from the Solicitors to: -</p> <ul style="list-style-type: none"> i) Review the title information of the properties including raising enquiries; ii) Draft the leases; iii) Attend to completion of the lease, for the four play parks at Torpoint Cambridge Field, Borough Farm Play Area, Chestnut Close Play Area, Thanckes Park Play area. <p>The charge will be £900.00 (plus VAT) for each park, total for all transactions is £3,600.00 (plus VAT). The Clerk explained the additional expenses per lease: -</p> <ul style="list-style-type: none"> i) Searches £714.00 ii) Land Registry registration fee £40.00 iii) Priority searches £3.60. <p>The Clerk highlighted there will be one lease to include Thanckes Park play area and the tennis courts, however, should the Solicitors be instructed to conduct searches these will need to be done separately, therefore two searches would be required. Following discussion, it is recommended to instruct the Clerk/Proper Officer to sign the formal instruction to the Solicitors, however, the searches are not to be included in the instruction. It is suggested this Council liaises with Cornwall Council regarding the searches.</p>	<p>Council Clerk</p>

The Clerk highlighted the proposed changes to the Heads of Terms and location maps have been forwarded to Cornwall Council, who are considering all suggestions and will reply once an answer to them all is available.

The Chair noted the transfer of the Library and Information Service from Cornwall Council to the Town Council was completed to timescale on Friday 1st March 2019.

b) War Memorial: -

An update on the war memorial project, minute number 99-18D&L (b) is: -

- i) The tender for the additional groundworks has been circulated to six local contractors and via the Council's Facebook page, adding the tender documentation stipulates arranging a site meeting prior to submission. The Clerk to forward the invitation to tender to CORMAC for consideration. A site meeting with one possible tenderer is being arranged.
- ii) A fundraising campaign has commenced, although an online crowdfunding appeal is not yet set up. Councillor J Tivnan re-iterated the donation pledges already received adding it is hoped a presentation evening could be arranged with the donators. Councillor Tivnan attended a meeting with the stonemason, highlighting the importance of issuing the purchase order for the granite, due to the four week lead time needed.
- iii) The Chair explained applications for Community Chest funding from Cornwall Council, could be submitted in the new financial year, adding Councillor M J Crago (West Ward) will also have funding available.
- iv) The next working party meeting for the project is Tuesday 9th March.

Cllr Tivnan/
Clerk

Clerk

c) Adela Road: -

Pursuant to minute number 99-18D&L (c) the Clerk advised no further progress on this matter; Councillor K Moon as resident local to the site offered to provide support.

Clerk/
Cllr Moon

d) Plastic Free: -

Pursuant to minute number 99-18D&L (f) the Chair invited Councillor Mrs. C E Goodman (Deputy Town Mayor) to update on progress with Plastic Free: -

- The Deputy Mayor has met with the Head Teacher from Torpoint Nursery and Infant School (TNIS), following the Year 2 children giving their plastic presentation twice. The Head Teachers at Carbeile Junior School and Torpoint Community College have been asked for the TNIS children to give the presentation at their schools in an assembly. Carbeile Junior School has already responded positively and the Deputy Mayor is awaiting a response from Torpoint Community College, adding this will be a useful opportunity to raise awareness.
- The Deputy Mayor, supported by the Clerk, has circulated an invitation to various local people and organisations to be part of the steering group, two responses have been received to date, including a 'yes' from Claire Wallerstein from Rame Peninsula Beach Care.
- A short press release has been circulated to the Cornish Times.
- Furlanesend Primary School children will not be wearing plastic red noses on the 8th March. The story has made national headlines, including the Daily Mail as Sir David Attenborough

has written to the school as they will not be wearing Comic Relief red noses because they are made out of single-use plastics. Councillor Mrs. J M Martin added children at TNIS will also not be wearing the plastic red noses.

Following further discussion about the Comic Relief plastic red noses, it is **recommended** to correspond with Comic Relief to ask them to refrain from using single use plastic red noses in the future. It was highlighted that should this Council decide to proceed with funding the organisation of an event at Thanckes Park, then biodegradable glasses/cups should be used. The Chair thanked the Deputy Mayor for the update/progress on this matter.

e) Christmas Lights: -

Pursuant to minute 102-18D&L (b) Councillor J Tivnan had, accompanied by two other volunteers, visited Festive Lighting's store to select the Christmas lights. Discussion about the current electrical issues and planning for the put-up of the lights ensued, it was highlighted that the hire of cherry pickers can become scarce at certain times of the year. Additionally, sponsorship was suggested which could help towards funding.

f) Tourism Festival: -

Pursuant to minute 102-18D&L (c) the Project Initiation Document (PID) (as circulated) was discussed. Councillor J Tivnan enquired about the submission of the event notification documentation to Cornwall Council which would need to be accompanied by liability insurance, explaining it may be worth insuring against event cancellation due to the weather. Councillor Mrs. J M Martin summarised progress: -

- An initial working party has met, the group includes members of the Torpoint Town Partnership, local volunteers and members of the Friends of Thanckes Park group.
- The day will be focussed around National Field in Trust Day, which encourages the community to use Thanckes Park.
- Workshops and community activities will be running in an Arena with a stage for bands and entertainment.
- An alternative supplier has been sought for the hire of the stage, which will ease the budget considerably.
- Local stallholders will be encouraged to attend, this will help bring in additional income.
- Sponsorship and funding will be sought.
- M R Bars has been contacted about refraining from use single-use plastic cups.

Following discussion and noting the proposed budget for the project it is **recommended** the PID is updated to clarify the position with any surplus generated and should this be circulated in advance of the Council meeting, the Tourism Festival proceeds on the understanding the budget is regularly monitored by the Clerk with support from the RFO. Councillor Mrs J M Martin invited any other volunteers to join the working party.

Council

Council

<p>113-18D&L To consider the Council Risk Management: - a) Budget Monitoring: - The Committee reviewed the January 2019 financial comparison (as circulated) and the items relevant to this Committee. Members requested to see the financial information 'sitting behind' the financial comparison, the Clerk to discuss with the RFO.</p>	Clerk/RFO
<p>114-18D&L Items referred to this Committee: - None.</p>	
<p>115-18D&L Policies referred to this Committee: - None.</p>	
<p>116-18D&L Localism: - a) Vision Projects: - For consideration at the next meeting.</p>	
<p>117-18D&L Planning Applications: - None.</p>	
<p>118-18D&L Correspondence: - a) Agreement to progress the Tripartite Agreement with Cornwall Council and Plymouth Boat Park – Curtis Whiteford Crocker Solicitors: - Following discussion members were keen so see the construction management plan from Plymouth Boat Park for the development. Some concerns, including the provision of a disabled toilet at the alternative public toilet facilities to be provided by Plymouth Boat Park were highlighted. It is suggested the Clerk arranges to meet with Plymouth Boat Park for the recommendation to be made at the March Council meeting. b) CNA SOS – Volunteering projects in the community: - It is recommended to submit an expression of interest for the project to renovate/improve the area known as the tennis courts, including the tennis hut. Members were of the opinion this location would benefit from a volunteering event supporting the whole community. c) Cornerstone Vision – copy of correspondence: - Noted.</p>	Clerk Council Council

119-18D&L Accounts for Payment: -

PAYEE	REASON	GROSS	(VAT)	NETT
Archer Safety Signs	replacement road closure sign	140.22	23.37	116.85
Biffa	waste collection	136.68	22.78	113.90
Mrs CF Southworth	Postage reimbursement	26.60	0.00	26.60
Ms T Morris	Spray bottle refills	6.59	1.10	5.49
Resolve Door & Window Repairs	8 padlocks replacements	330.00	0.00	330.00
Spot On Supplies	Cleaning supplies including Library	135.67	22.61	113.06

120-18D&L Date of Next meeting

Thursday 4th April 2019, apologies in advance were received from Councillor J Tivnan.

121-18D&L Any Business that has been disclosed to the Chairman and members prior to the meeting

- The Chair explained Councillor K Moon had highlighted his concern surrounding the increasing number of Fore Street shops which are closing, asking whether the Council could help. Following a brief discussion, where it was highlighted by the Deputy Mayor this is national problem, the Chair agreed to discuss further with Councillor R A Tanner for inclusion on a future meeting agenda.
- A reminder to the Clerk to arrange for the bunting to be re-erected on Fore Street. It was noted that wire to re-inforce the bunting was suggested.
- Governance of the Library was highlighted by the Chair drawing members' attention to the Powerpoint presentation/briefing where it was agreed, all staffing, asset and maintenance requirements will be via the Clerk/RFO with support from the relevant committees with budgetary responsibility. Overview and reporting of the Community Hub services and activities will be through a written and supporting verbal report to the Development and Localism Committee (D&LC). The Community and Hub Library Development Manager will give a brief presentation/update at the next D&LC meeting.
- It is anticipated the monthly monitoring report from the Torpoint and Rame Youth Project will be received in time to be considered at the March Council meeting.
- Advised by the Clerk, the Chair explained a future planning application (PA19/00909 – Erection of dwelling with associated works – 3 York Road, Torpoint, Cornwall PL11 2LG) is due for consideration at the March Council meeting; it was agreed for all members to be invited to attend a site meeting at 6.30pm on Thursday 21st March.
- The Chair reported he will be attending the next meeting of the Tamar Bridge and Torpoint Ferry Joint Committee tomorrow and will seek confirmation of the date for the evening public meeting to be held at the Council Chambers.

Cllr Davis

Clerk

Clerk

Clerk

Meeting closed at 9.11pm. _____ Chairman