



MINUTES of a meeting of the Development and Localism Committee held on Thursday 5th September 2019 at 7.00pm in the Council Committee Room, 4 York Road, Torpoint.

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

IN ATTENDANCE: - P Smythe (Library and Community Hub Manager)

	ACTION
<p>44-19D&L St. Columba and Torpoint RFU update on the Rugby Club move: - Three members of the St. Columba and Torpoint RFU committee provided an update on the proposed move of the Rugby Club from their existing site, which included the showing of a short video. The Torpoint RFU members are expecting the next meeting with Cornwall Council to be arranged for week commencing 16th September 2019 to progress the proposals. A detailed overview of the availability for members of the community and hiring of the clubhouse and pitch/outdoor facilities was given, as well as other uses. Discussion about the access route to the site prompted discussion about the land, planning and reports the club are in the process of providing. A question on the amount of funding needed for the project was posited, with the members' explaining the project is short of funding to be fully completed. The Chairman questioned what the club are seeking from this Council; assistance with the distribution/circulation of a survey to gauge possible usage, along with funding support for the project, was the response given by the club members. The Chair suggested that in line with a funding commitment given to the Torpoint and Rame Active Community Network, this Council could consider an application made by the Club, via the completion of the Project Initiation Document (PID), for £10,000, highlighting this is subject to a Council decision. It was agreed to forward relevant documentation to the Rugby Club. The Chairman thanked the Rugby Club committee members for the update, who subsequently left the meeting at this point.</p>	Clerk
<p>45-19D&L Apologies for absence: - Councillors Miss L Hocking, Mrs. J M Martin, K J Moon, M J Senese and Miss R A Tanner BEM (Deputy Town Mayor).</p>	
<p>46-19D&L Declarations of Interest relating to items on the Agenda: - None.</p>	
<p>47-19D&L Localism: - a) Library Update - Community Hub and Library Manager: - With the Committees approval the Chairman brought forward the report/presentation from the Community Hub and Library Development Manager (CHLDM). The presentation is summarised here: - i) Footfall</p>	

The footfall for this reporting period is:

- June 4,474
- July 4,964
- August 5,026

ii) Income

The income from Library and Information Services (audio visual hire, fines, printing and reservations) generated £356.04. The instant printing service that utilises the Torpoint Town Council funded Wi-Fi and Wi-Fi enabled printer is growing in popularity. Seagull proof sacks and poo bags are supplied by Cornwall Council, so no revenue is collected from the sale of these items.

The self-generated income raised by selling customer donated plants, DVDs and books since the Field Festival on 6th July, currently stands at £185.00. These monies raised will be used to fund pre secondary school education and play resources; to be ordered in sufficient time to be available for Fun Palace day on 6th October.

iii) Past Events

- **6th July: Field Day Festival** - Library staff delivered a storytime session and created a pop-up library at the Field Day Festival. It was the first public appearance of our fantastic new storytime chair; expertly crafted by Mr Andy Martin.
- **13th July to 14th September:** Summer Reading Challenge (SRC) - The library have registered 321 children for this year's SRC; exceeding the target set by Cornwall County Council by 20%, plus beating 2017 and 2018 registration numbers by 240 and 219 respectively.
- **3rd August and 16th August:** Sea to Stars - Local children were given the opportunity to touch moon rocks, look through periscopes, and build solar systems.
- **22nd August: Face Painting** - Extremely popular.
- **22nd August: Acceleration Through Innovation (ATI) and Community Led Local Development (CLLD) in Cornwall** - The ATI and CLLD in Cornwall both based Advisors in Torpoint for the day. ATI have a number of routes to explore potential and add value to a business, by offering niche expertise led by recognised specialists and innovation professionals. CLLD in Cornwall can potentially provide EU funding to local business men and women to help their businesses grow.

iv) Future Events

- **13th September: Carnival** - Library staff will deliver a storytime session.
- **18th September: Library Forum** - The CHLDM will chair the second meeting of the Library Forum.
- **22nd September: War Memorial Unveiling Ceremony** - The library will open to host visitors and provide general support to proceedings.
- **27th September: Macmillan Coffee Morning** - Cakes and 'cuppas' in support of Cancer

Research.

- **6th October: Fun Palace** - From 9 till 5 the library will be a Fun Palace, and organised chaos will be the result. A good opportunity for Councillors to help with activities and meet the community they serve.
- **Wednesday 9th October: Cornish Quiz** - Selected organisations will be invited to compete against each other to test their local knowledge. It is hoped that Councillors and Archives staff will be amongst the participants.
- **Thursday 17th October: Guest Speaker** - Author Gary Davies will be giving a one-hour multimedia presentation focusing on his highly acclaimed book Anniversary Strat: Celebrating 40 Years of the Fender Commemorative Model Stratocaster. There will be no charge or fee.
- **Wednesday 13th November: Guest speaker** - Margaret Parker will be giving a talk called "From Prostitutes to Prime Minister", and will cover the people she interviewed during her career as a Fleet Street journalist. The talk lasts about 45 minutes and will also include some amusing legal tales from when she was employed as the first female journalist to be allowed to work in the High Court and Court of Appeal. There will be no charge or fee, but all those attending will be invited to make a donation to the various charities that Margaret supports.
- **Friday 6th December: Christmas Craft Fayre.**

v) Other Items of Interest

- **Food Collection Point for Liskeard Foodbank.** A Food Collection Point is now located in the library. The CHLDM is due to meet Mr Roy Bright to discuss the library becoming a food bank provider as well.
- **Meeting Space Facilities.** Torpoint Archives & Heritage Centre, Torpoint & District Twinning Association, Torpoint Town Partnership and the Women's Institute have all held meetings in the library during this reporting period.
- **Library and Torpoint Archives Relations.** Working relationships between library and archives staff are excellent. Moving the Torpoint Archives to the library has enabled the community to easily access local heritage and cultural knowledge, therefore adding an extra dimension to the building.
- **Drecklys Café.** The increase in library footfall is not matched by the number of customers purchasing items from the café. The CHLDM recommends that a meeting of the cafe owner and selected Councillors is arranged.
It was agreed to set up a meeting of the Library Working Party group to include the café owner and prepare a report for the next meeting of this committee.
- **University of the Third Age (U3A).** The CHLDM will be meeting with U3A representatives in October, with the aspiration being to form a U3A group in Torpoint. U3A is for groups of people in their third age who come together and continue to enjoy learning in subjects of interest to them.
- **Smarter Society.** The CHLDM will be meeting with a representative from Smarter Society to discuss the possibility of the organization providing enterprise support and training to the

Library
Working
group/
Clerk

local community via CLLD in Cornwall funding.

- **Makerspace.** The CHLDM proposes to create a makerspace that will initially provide resources for pre secondary school children e.g. 2D and 3D wooden shapes, Lego and K'nex etc).
- **Toy Library.** The CHLDM proposes to establish a toy library to give every child in the community the opportunity to play, no matter what their circumstances. All toys will be donated or purchased second-hand from charity shops etc.

The Chairman thanked the CHLDM for the update on the Library and Community Hub.

P Smythe (CHLDM) left the meeting at this point.

48-19D&L Minutes of the previous meeting: -

The minutes of the Development and Localism Committee meeting held on Thursday 4th July 2019 were taken as read, confirmed and signed by the Chairman.

49-19D&L Matters arising from the minutes: -

a) Devolution of a programme of assets/services: -

Pursuant to minute number 34-19D&L (a) the Clerk advised a decision from Cornwall Council (CC) on Borough Park is still awaited. Following the site meeting which considered wild flower planting areas in the town Councillor J Tivnan has contacted a CC Officer. Suggestions from CC on how to manage the existing wild flower site at Thanckes Park have been received and forwarded to the Friends of Thanckes Park group.

b) War Memorial: -

Pursuant to minute number 34-19D&L (b) Councillor J Tivnan gave a detailed update on the project: -

- The war memorials are now in place;
- The groundworks are being continued, with concrete skimming to be finished, advising the heras fencing will remain in place until the official unveiling.
- As Eliot Square can only accommodate a limited number of people, St. James Church will be opened and the event broadcast in the church which will enable more relatives/families to have a better view.
- The next meeting of the working party is Thursday 12th September.
- The operation order is being compiled.
- Catering/refreshments are now organised.
- Memorial benches are being considered near the site, this will be dependent upon the budget for the project.
- Insurance is in place.
- A hopper bus will provide commuter travel for visitors to the free car park.
- Publicity – Spotlight has been advised about the event, unsure if they are planning to attend.
- The Clerk provided an update on the budget for the project and checked whether

<p>The Chairman explained the correspondence from the resident will be circulated to the Clerk for onward circulation to the Council. Members discussed the lopping of the trees and greenery by volunteers, who had been given permission to do so by Cornwall Council and it is recommended that a letter is forwarded to the resident clarifying that permission was given to undertake this work, with the sole intention of improving this site to make it more attractive. (Councillor J Tivnan returned to the meeting at this point.)</p>	<p>Cllr Davis/ Clerk</p> <p>Council</p>
<p>52-19D&L Policies referred to this Committee: - a) Development Plan Strategy 2017-2020: - The Chairman explained the working party group has commenced drafting the Development Plan Strategy for the future, adding that the Council Governance will need to be considered and included in the document. It is agreed to defer consideration of the document until the next meeting of this committee.</p>	<p>All</p>
<p>53-19D&L Localism: - a) Vision Projects: - i) Tamar River Links / Jetty Project: - There is no further update on this project. ii) Lower Fore Street Re-development and Fore Street: - The latest report received from Cornwall Council was discussed and noted. b) Library update: - See minute number 47-19D&L. c) Torpoint and Rame Youth Project: - The very detailed report was considered and noted. d) Setting up a 'Friends of Parks' group: - The Clerk understands Councillor Miss R A Tanner is considering initiating a 'Friends of Parks' group, similar to the existing Friends of Thanckes Park group. The Mayor highlighted the volunteering hours currently being undertaken to look after the parks and other areas in the town is unsustainable in the long-term, adding it is likely there are other people who would be willing volunteers if approached. The Mayor highlighted the forthcoming tennis courts tidy up planned for Saturday 21st September. It was agreed to continue the discussion at the next meeting of this Committee.</p>	<p>Clerk</p>
<p>54-19D&L Planning Applications: - a) PA19/06544 7 Borough Park, Torpoint, PL11 2PY - Single storey rear extension with garage conversion to form ground floor accessible accommodation. No observations or objections.</p>	

55-19D&L Accounts for Payment: -

PAYEE	REASON	GROSS (£)	(VAT) (£)	NETT (£)
ITEC	Photocopies 291510	36.61	6.10	30.51
WPS	Field Day Insurance 39367551	112.00	12.00	100.00
Cornwall Council	Garage Rent 19.08.19 – 15.09.19 34190700166	56.48	9.40	47.08
Nisbets	Replacement tea hut urn 19554315	131.98	21.99	109.99
Light Years Light & Sound	Field Day Stage Hire 6173A	1,198.8 0	199.80	999.00
Light Years Light & Sound	Field Day Monitor System Hire 6173B	901.20	150.20	751.00
KSS CRC Ltd (DDC Division)	Probation July 2019 70	448.00	74.67	373.33
CND Embroidery	Staff Polo Shirts x 2 54	26.00	0.00	26.00
The Old Rowing Club	Bar Service at Civic 21/07/2028	42.00	7.00	35.00
Spot on Supplies	Janitorial consumables 21475605	77.90	12.98	64.92
Complete Weed Control	2nd treatment of weed control SW-2795	1,452.0 0	242.00	1,210.0 0
Biffa	Waste collection Council chambers 408T02872	155.82	25.97	129.85
Biffa	Waste collection Library 408T02873	30.00	5.00	25.00
T Morris	Reimburse flag pole rope council rope	5.85	0.98	4.87
Complete Business Solutions	equipment caretaker and library SINV01979110	133.54	22.26	111.28
Complete Business Solutions	Library and cleaning SINV01979109	585.43	97.57	487.86
Clear Sight (A Brookes)	Window Cleaning Council Chambers 20-W	70.00	0.00	70.00

56-19D&L Correspondence: -

a) Community Governance Review Update on Stage 2 – Update: -
Noted.

b) Review of Community Services - NHS Kernow: -
Noted.

c) Localism Portfolio Holder briefing note July 2019 Executive Summary – Cornwall Council: -
Noted.

d) Dogs on beaches in Cornwall consultation – Cornwall Council: -
Noted.



57-19D&L Date of Next meeting

Thursday 3rd October 2019.

58-19D&L Any Business that has been disclosed to the Chairman and members prior to the meeting

- Thanckes Park, Torpoint has achieved the "Much Loved" status 2019 from the Fields in Trust UK, the only park in Cornwall, a public vote decided the winners.

Meeting closed at 9.31pm. _____ Chairman