



MINUTES of a meeting of the Development and Localism Committee held on Thursday 6<sup>th</sup> February 2020 at 7.00pm in the Council Committee Room, 4 York Road, Torpoint.

**PRESENT:** - Miss R A Tanner BEM (Deputy Town Mayor) (Chairman), Councillors Mrs. C E Goodman (Town Mayor), Miss R C Baker, G J Davis, L E Keise, Mrs. J M Martin, K J Moon, M G Spurling, C R Still and J Tivnan BEM plus the Town Clerk & RFO (Clerk).

	ACTION
<p><b>103-19D&amp;L Apologies for absence: -</b> Apologies for absence were submitted on behalf of Councillor Miss L Hocking.</p>	
<p><b>104-19D&amp;L Declarations of Interest relating to items on the Agenda: -</b> None.</p>	
<p><b>105-19D&amp;L Minutes of the previous meeting: -</b> The minutes of the Development and Localism Committee meeting held on Thursday 5<sup>th</sup> December 2019 were taken as read, confirmed and signed by the Chairman.</p>	
<p><b>106-19D&amp;L Matters arising from the minutes: -</b> a) Devolution of a programme of assets/services: - Pursuant to minute number 92-19D&amp;L (a) the Clerk will circulate the draft lease for Cambridge Field to the Parks working party members, the next meeting of this group is arranged for Thursday 13<sup>th</sup> February, 6.00pm.</p> <p>b) War Memorial: - Pursuant to minute number 92-19D&amp;L (b) the Clerk explained Cormac has confirmed they will to replace the poles located behind the war memorials, Clerk to ask Cormac to inform in advance of installation and liaise with Councillor J Tivnan BEM on the matter. The Clerk explained the budget for the project, has a positive balance of £945.86, after all expenditure and donations.</p> <p>c) Adela Road: - Pursuant to minute number 92-19D&amp;L (c) the Clerk detailed the proposal from Countryside Service (Cormac), previously circulated, to reinstate the footpath, move the unofficial car parking site across and then to lay and compact some 'planings' on the top half of Adela Road, which may be extended to the worse areas further down. The Clerk explained the Countryside Service (Cormac) has liaised with the local residents association and a site meeting is being scheduled for the following week. The Mayor, Councillors K J Moon and J Tivnan BEM volunteered to attend the site meeting. Following in depth discussion, where members acknowledged this may not be the ideal option, yet it would certainly improve the access to and from Adela Road, it is <b>recommended</b> to</p>	<p>Parks Working Party</p> <p>Clerk</p> <p>Mayor/ Cllrs Moon &amp; Tivnan/ Clerk</p> <p><b>Council</b></p>

approve the proposal dated 20<sup>th</sup> January 2020 from the Countryside Service (Cormac) and to instruct works to commence at the earliest opportunity.

d) Plastic Free: -

Pursuant to minute number 92-19D&L (d) the Mayor postponed the plastic free steering group meeting, however anticipates accreditation will be finalised soon. Members shared examples of events being organised which will not be permitting the use of single use plastics.

e) CNA Highways Scheme: -

Pursuant to minute 92-19D&L (e) the Clerk explained the traffic calming scheme, proposed by Cormac, at the entrance to Torpoint is to put in a set of traffic calming dragon's teeth road markings before the 30 mph speed limit signs as well as a triangular school warning road marking and a new school warning sign on a new post. The cost for the scheme would be £2250 +VAT. Members considered this would be a worthwhile scheme to be included as an Expression of Interest in the next round of funding and it is **recommended** to submit an Expression of Interest to the Year 4 Cornwall Gateway CNA Highways Scheme for this traffic calming scheme on Antony Road.

**Council**

Members reviewed the proposed traffic calming measures in front of RALEIGH on Trevol Road and following in depth consideration it is **recommended** to request "Caution – slow moving traffic" road signs could be installed at either side of RALEIGH. Councillor G J Davis was of the opinion this Council could work with RALEIGH on this matter and this is not a priority for the Year 4 Highways Scheme.

**Council**

f) Enterprise Court: -

Pursuant to minute 92-19 D&L (f) it was **resolved** that this item would be considered with the Public and Press excluded as it contains commercially sensitive information [see minute 115-19D&L below].

g) Project statement/project initiation document – entry Great British High Street Awards competition: -

Pursuant to minute 92-19D&L (g) the Chairman explained this is ongoing.

h) Funding Opportunities: -

Pursuant to minute 92-19D&L (h) the Chairman explained this is ongoing.

i) 'We're Watching You' dog fouling campaign: -

Pursuant to minute 102-19D&L Councillor K J Moon explained having completed the monitoring at Albion Road there had been a reduction in dog fouling after the signs had been put up. Councillor Moon continued that Cornwall Council has now asked for the monitoring to continue for a further

<p>12 weeks, however, it is agreed that this Council will not continue to monitor the dog fouling at the location. Councillor J Tivnan BEM highlighted warning signs seen in Torquay and volunteered to obtain a photo or copy of the sign as they could assist with the dog fouling problem in Torpoint.</p>	<p>Clr Tivnan</p>
<p><b>107-19D&amp;L To consider the Council Risk Management: -</b>  a) Budget Monitoring: -  The Committee reviewed the December 2019 financial comparison (as circulated) and the items relevant to this Committee.</p> <ul style="list-style-type: none"> <li>➤ It is <b>recommended</b> a maximum budget of £6,000 is allocated for the forthcoming VE Day 75 event being organised with Torpoint Town Partnership, on Friday 8<sup>th</sup> May 2020, with a Project Statement about the event to be completed for the next meeting of this Committee.</li> <li>➤ The Committee identified the forthcoming Freedom of Torpoint has been budgeted for, with the last event taking place in 2016, the expenditure for 2020 will be taken from allocated reserves.</li> </ul>	<p><b>Council</b></p>
<p><b>108-19D&amp;L Items Referred to this Committee: -</b>  a) None.</p>	
<p><b>109-19D&amp;L Policies referred to this Committee: -</b>  a) Development Plan Strategy 2017-2020: -  Councillor G J Davis explained this is ongoing.</p>	<p>Clr Davis</p>
<p><b>110-19D&amp;L Localism: -</b>  a) Vision Projects: -  i) Tamar River Links / Jetty Project: -  No further update on the Tamar River links / Jetty project.  ii) Lower Fore Street Re-development and Fore Street: -  The latest confidential update from Cornwall Council on the Lower Fore Street Re-development has been circulated.  iii) Charrette event: -  The Chairman and Clerk detailed the forthcoming Charrette event being co-ordinated by Cornwall Council to support the planned redevelopment of Lower Fore Street. The steering group has already met and the next meetings of the steering group is scheduled for Wednesday 4<sup>th</sup> March and then Thursday 2<sup>nd</sup> April, with the information event planned for the lunchtime of Thursday 2<sup>nd</sup> April at the Library and Community Hub. It is anticipated the Charrette will be held between Friday 1<sup>st</sup> to Tuesday 5<sup>th</sup> May, at the Library and Community Hub.</p> <p>b) Library update: -  The Clerk to circulate the Library report.</p> <p>c) Torpoint and Rame Youth Project: -  Following discussion it was agreed to advise Torpoint Rame and Youth Project that any balance</p>	<p>Clerk</p> <p>Clerk</p>

remaining from the S137 grant, can be retained by the group.

d) Neighbourhood Development Plan: -

The Chairman and the Clerk detailed the opportunity to now progress the Neighbourhood Plan further. It was explained that work previously undertaken by LRM Planning Ltd. should be continued and it is **recommended** to engage the professional services of LRM Planning Ltd. (specialist planning consultants) for the work on the Neighbourhood Plan as detailed below.

**Council**

*Background* - Evidence will be required to support the site allocations proposed in the neighbourhood plan. Whilst these flow from the Vision, we will need to demonstrate that we have considered the sustainability of the proposed locations, along with providing some high level information around potential constraints and any technical issues – this will confirm that the proposals are likely to be deliverable. We should also demonstrate that we have given any reasonable alternatives consideration. In addition to this, the plan proposes to formally designate a number of Local Green Spaces for protection. To do so, it will be necessary to demonstrate that these areas have been assessed and that they meet the relevant requirements for designation as set out in the National Planning Policy Framework.

*Scope and Outputs* To prepare a Site Assessment Report to meet both of the requirements outlined above. To do so we will need to complete the following tasks:

- a) Visit potential development areas and proposed Local Green Spaces;
- b) Assess proposed Local Green Space against government guidance;
- c) Assess proposed development sites using Cornwall Council's draft site selection methodology;
- d) Prepare maps and associated graphics for each development area/site;
- e) Submit a draft site assessment report for review by client; and
- f) Finalise the Site Assessment Report for publication.

*Fee* - The proposed fee for the preparation of the **Site Assessment Report is £2,900 excluding VAT** and disbursements. This comprises of Clifton Emery Design's fee of £1,750 plus VAT and LRM's fee of £1,150 plus VAT, which will be invoiced separately. Disbursements are likely to be limited to travel and printing. It may however be necessary to purchase additional information such as mapping. Should this be necessary, we will advise you in advance and seek approval for any additional costs.

*Exclusions* - This fee proposal excludes the following areas of work:

- Attendance at any site visits or meetings in addition to those quoted for above;
- Preparation of any reports, technical studies or assessments other than those referred to above;
- Preparation for and attendance at any consultation events;
- Copying and postage, which are recoverable at actual cost rate; and
- Cost of other specialist professional advice.

**111-19D&L Planning Applications: -**

None.

**112-19D&L Accounts for Payment: -**

PAYEE	REASON	REFERENCE	GROSS	(VAT)	NETT
Cornwall Council	Garage invoice	34190700166	56.48	9.40	47.08

**113-19D&L Correspondence: -**

a) Original fire station – Councillor K J Moon: -

Following discussion, Councillor K J Moon agreed to contact Torpoint Archives to ask for their support to consider safeguarding buildings, monuments and structures in the town which are considered to be important in either their identity or design.

Cllr Moon

b) Volunteer Flood Warden Taster Training Workshops – Cornwall RCC: -

Noted.

c) Cornwall Design Guide & Cornwall Streetscape Design Guide – Cornwall Council: -

Noted.

d) Climate change and plastic free update – Cornwall Council: -

Noted.

e) Cornwall Gateway Community Network Area Summary/key actions – Cornwall Council: -

Refer to minute 106-19D&L (e).

f) Cornwall Council Climate Change Development Planning Document – Cornwall Council: -

Noted.

g) Forest for Cornwall – Cornwall Council: -

It was noted the Forest for Cornwall planting is commencing next week in Hawthorn Avenue and Thanckes Park.

h) Cornwall Council Recycling Bins – via Councillor G J Davis: -

Members debated the correspondence from Councillor G J Davis who agreed to circulate further information on the matter.

Cllr Davis

i) Cornwall Council Community Governance Review Stage 3: -

Noted.

j) Great British Spring Clean (20 March – 13 April 2020): -

The Chairman highlighted the Friends of Thanckes Park are planning a clean-up on Saturday 21<sup>st</sup> March 2020, the Mayor agreed to liaise with the group to give support. Additionally, Councillor L E Keise volunteered to ascertain whether the Sea Cadets could support a spring clean event.

Cllr Keise

k) Cornwall Fire and Rescue Service consultation (24<sup>th</sup> February 2020): -

