



**MINUTES** of the Torpoint Town Partnership (TTP) meeting held on Wednesday 25<sup>th</sup> September 2019 at 7.00pm in the Torpoint Library and Community Hub.

**PRESENT:** Cllr Mrs Chris Goodman, Cllr Mrs Kim Brownhill - Treasurer, Paul Smythe - Community Hub and Library Development Manager, Cllr Julie Martin, Cllr Gary Davis, Mrs Gaynor Spurling, Mr Matt Spurling, Cllr Rachel Tanner

		<b>ACTION</b>
<b>1.</b>	<b>Welcome - Chairman</b> The Chairman welcomed all members to the meeting.	
<b>2.</b>	<b>Apologies for absence</b> Apologies were submitted on behalf of Mrs Christine Roper, Cllr Lambert Keise, Cllr Marlon Spurling, Mr Andy Martin, Mr Richard Pym, Mrs Lyn Murray, Mrs Jenny Hughes and Mrs Heather Stenning.	
<b>3.</b>	<b>Declarations of interest relating to items on the Agenda</b> None declared.	
<b>4.</b>	<b>Congratulations and Appreciations</b> Cllr Chris Goodman stressed the importance of including congratulations and appreciations in the agenda, otherwise those who deserve praise and thanks for their efforts could miss out.	
<b>5.</b>	<p><b>Carnival reflections/debrief</b> All those attending agreed that the Carnival was a great success. However, a few minor points were raised for consideration next year:</p> <ol style="list-style-type: none"> <li>1. Procession timings must be better publicised to ensure more shops stay open.</li> <li>2. Mr Andy Martin was left virtually on his own in Cambridge Field, due to everyone else being involved in the procession. This would have potentially made things difficult if an emergency had occurred. Therefore, this issue must be addressed and included in any future risk assessment.</li> <li>3. A key to be obtained for the Cambridge Field gate.</li> <li>4. A facility for rubbish removal to be provided, even though the area itself was left clean and tidy after the event. Cllr Julie Martin felt that stallholders should take their own rubbish with them.</li> </ol> <p>Cllr Kim Brownhill handed a financial comparison for the 2019 and 2018 Carnivals. Cllr Chris Goodman believed that payment for the stage had been paid. However, Cllr Kim Brownhill emphasised that this was not yet on record officially.</p>	

6.	<p><b>Minutes of the previous meeting held on Wednesday 4<sup>th</sup> September 2019</b> The minutes were read and accepted as an accurate record of the last meeting.</p>	
7.	<p><b>Update relating to the Secretariat for the TTP</b> Cllr Chris Goodman thanked Paul Smythe for providing Secretariat support on behalf of Torpoint Town Council.</p>	
8.	<p><b>Bénodet Park 10th Year Anniversary Celebration Event.</b> Cllr Chris Goodman stated that everything was on target for the Bénodet Park 10th Year Anniversary Celebration Event, and confirmed that the timings would be 2pm-4pm. A small party from France were intending to visit, and approximately 40 guests were expected to attend in total. A gazebo will be made available in case of inclement weather. The Mayor has been busy making the park area more presentable by adding some colour to combat the dreariness of Autumn plants and shrubs. The Town Clerk is to confirm the appearance of musician Mark Barnwell.</p>	Town Clerk
9.	<p><b>Christmas preparations/ Lights Switch On, Lantern making workshop etc.</b> Cllr Chris Goodman said she was due to look at potential Christmas trees on Wednesday 2nd October, and would be visiting the same supplier as last year, plus Tartendown Nurseries. Cllr Kim Brownhill advised that the price of delivery be taken into account when choosing the tree. Cllr Chris Goodman said she would speak to both the Church and Portal about there being only one Father Christmas on show when the Christmas lights are switched-on.</p> <p>Cllr Kim Brownhill emphasised the importance of promoting the Lantern Making Workshop on Saturday 23<sup>rd</sup> November. In addition to Facebook, it was agreed to distribute flyers at the next Torpoint Street Market. Cllr Chris Goodman said she would contact the schools and arrange for the flyer to be included in their respective electronic newsletters.</p> <p>Cllr Chris Goodman asked about what acts would be booked. As last year's acts appeared to go down well, it was decided to approach them all once again:</p> <ul style="list-style-type: none"> <li>• Carbeile Junior School</li> <li>• Torpoint Nursery and Infant School</li> <li>• The Samba Band</li> <li>• Torpoint Lady Singers</li> <li>• Reflections Choir</li> </ul> <p>Cllr Julie Martin said she would ask Mrs Lynn Murray to speak with the Torpoint Lady Singers and Reflections Choir, to check their availability. During a previous meeting, Mrs Heather Stenning had suggested the hiring of actors. This option would need to be further investigated.</p> <p>Cllr Rachel Tanner felt that there was not enough to do while waiting for acts to begin last year. Mrs Gaynor Spurling was asked to contact Rowlands Fun Fair and Amusements, and obtain a price for their services. Cllr Kim Brownhill suggested that a site visit be arranged first, before asking for a quote to be provided, to ensure the location is suitable e.g. emergency access.</p>	<p>Cllr Chris Goodman</p> <p>Cllr Chris Goodman</p> <p>Cllr Julie Martin Mrs Lyn Murray Mrs Heather Stenning Mrs Gaynor Spurling</p>

