



**MINUTES** of the Torpoint Town Partnership (TTP) meeting held on Wednesday 23<sup>rd</sup> October 2019 at 7.00pm in the Torpoint Library and Community Hub.

**PRESENT:** Cllr Mrs Chris Goodman - The mayor (Chair), Cllr Mrs Kim Brownhill - Treasurer, Paul Smythe - Community Hub and Library Development Manager (CHLDM), Cllr Gary Davis, Cllr Rachel Tanner, Lynne Matthews, Mrs Lyn Murray, Marcia Naylor.

		<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 Cllr Julie Martin, Mr Andy Martin, Mrs Jenny Hughes, Mr Matt Spurling.	
<b>3.</b>	<b>Declarations of interest relating to items on the Agenda</b> None declared.	
<b>4.</b>	<b>Congratulations and Appreciations</b> 1. Cllr Chris Goodman thanked CHAT for funding the Christmas tree for 2019. 2. Cllr Chris Goodman thanked both those involved in the organising of the Bénodet Park 10th Year Anniversary Celebration Event, plus everyone who attended the event.	
<b>5.</b>	<b>Minutes of the previous meeting held on Wednesday 4<sup>th</sup> September</b> The minutes of the last meeting required two amendments to be made: 1. The data protection caveat in the header of the minutes should read "Public". 2. Item 9 of the minutes should read, "Stall holders would need a street market licence and public liability insurance." With amendments completed, the minutes were read and accepted as an accurate record of the last meeting	<b>CHLDM</b>
<b>6.</b>	<b>Report from the Treasurer</b> Cllr Kim Brownhill stated that current funds amounted to £2892.37. A bill from Cornwall Council for £47.00 as payment for the street closure on Carnival Day, has yet to be received.  Although not present, Cllr Julie Martin wondered whether it would be worth TTP purchasing its own gazebo, but those attending questioned whether this would be good value for money, as it would only be used a couple of times per year.	<b>Cllr Rachel Tanner</b>

	Cllr Rachel Tanner is to investigate what size gazebo would be best, and compare the price of buying that size gazebo new, with that of hiring/borrowing from elsewhere.	
7.	<p><b>International Volunteers Day, Thursday 5<sup>th</sup> December 2019</b> Cllr Chris Goodman said she would like to recognise the contribution that volunteers make in the community, by offering the Library &amp; Community Hub space from 4-6pm to organisations that depend on and need volunteers, plus those who are considering becoming volunteers themselves.</p> <p>Cllr Chris Goodman asked the CHLDM to send her contact details for Laura Chapman at Volunteer Cornwall.</p> <p>Cllr Rachel Tanner asked the CHLDM to contact Rob White at the Torpoint Volunteer Exchange regarding the possibility of collaborating together on future projects.</p>	<p><b>CHLDM</b></p> <p><b>CHLDM</b></p> <p><b>CHLDM</b></p>
8.	<p><b>VE Day 75 Friday 8<sup>th</sup> May 2020 (Bank Holiday)</b> Cllr Chris Goodman gave a brief outline of the generic plans for commemorating VE Day 75, a three-day international celebration that will take place from 8<sup>th</sup> May to 10<sup>th</sup> May 2020. Friday 8<sup>th</sup> May will be a Bank Holiday, and at 3pm on that afternoon a lone piper will play the traditional tune Battle's O'er and VE 75 Years, a new tune written for the Anniversary.</p> <p>It was hoped that pubs would join the celebrations over the weekend, and in particular on Friday 8<sup>th</sup> May support the 'Nations Toast to the Heroes of World War II at 3pm and 'The Cry for peace Around the World' at 7pm.</p> <p>A church service will be held on Sunday 10<sup>th</sup> May, and will include the reading of a 'Tribute to the millions' and the playing of the Last Post and Reveille.</p> <p>Therefore, with formal events planned for the Friday and Sunday, those attending the meeting initially proposed to hold a celebration street party that hit all demographics, the length of Fore Street on Saturday 9<sup>th</sup> May.</p> <p>Mrs Lyn Murray stressed the importance of publicising the event promptly once local plans to commemorate the event were finalised; including a save the date post on Facebook and an article in the Torpoint &amp; District Chronicle.</p> <p>Cllr Chris Goodman felt that initial discussions had produced a loose framework to further develop.</p>	

<p><b>9.</b></p>	<p><b>Christmas preparations/ Lights Switch On, Lantern making workshop etc.</b>  Cllr Kim Brownhill agreed to give flyers/posters for the Lantern Making Workshop on Saturday 23<sup>rd</sup> November to Mrs Jenny Hughes to distribute, plus email an electronic version of the flyer/poster to Cllr Chris Goodman for forwarding to the schools.</p> <p>The following acts have confirmed their participation at the Christmas Lights Switch On event on Saturday 30<sup>th</sup> November:</p> <ul style="list-style-type: none"> <li>• Carbeile Junior School (Nativity play in Cornerstone Church).</li> <li>• Torpoint Nursery and Infant School.</li> <li>• The Ukulele Band.</li> <li>• Torpoint Lady Singers.</li> <li>• The Coppola School of Performing Arts.</li> </ul> <p>It is hoped that the Reflections Choir will also confirm their participation.</p> <p>To help keep the public occupied while waiting for acts, it was anticipated that Rowlands Fair &amp; Amusements would provide an inflatable Snow Globe, Christmas Wonderland Castle, and possibly a Rodeo Reindeer.</p> <p>Although not present, Cllr Julie Martin requested that two generators be hired for the event. This was agreed, with delivery planned for the Friday before, and collection for the Monday after. It was suggested that Bénodet Park could be closed for this period so the generators could be stored there.</p>	<p><b>Cllr Kim Brownhill  Mrs Jenny Hughes  Cllr Chris Goodman</b></p>
<p><b>10.</b></p>	<p><b>Plotting the Planner - Events with specific note to action dates</b>  Cllr Chris Goodman asked for an update on the provision of a planner that was agreed at the last meeting. Lynne Matthews said she would provide a planner to resolve the potential issue of key milestones essential to the successful organisation of events being missed.</p>	<p><b>Lynne Matthews</b></p>
<p><b>11.</b></p>	<p><b>Any Other Business</b>  Best Dressed Window Competition - The subject of judges was discussed, and Cllr Rachel Tanner suggested the idea of Carnival Royalty helping with the judging. Cllr Chris Goodman agreed to obtain last year's competition publicity document from the Torpoint Town Council Administration Assistant, so she could update it before distribution.</p>	<p><b>Cllr Chris Goodman</b></p>
<p><b>12.</b></p>	<p><b>Date of the next TTP Meeting</b>  Wednesday 20<sup>th</sup> November 2019.</p>	