



**MINUTES** of the Torpoint Town Partnership (TTP) meeting held virtually on Wednesday 16th September 2020 at 7.00pm.

**PRESENT:** Cllr Mrs Chris Goodman - The Mayor (Chair), Cllr Ms Rachel Tanner BEM, Cllr Mrs Kim Brownhill - Treasurer, Paul Smythe - Community Hub and Library Development Manager (CHLD), Cllr Mrs Julie Martin, Cllr Gary Davis, Mrs Jenny Hughes, Lynne Mathews, Mrs Lyn Murray, Richard Pymm, Ray Skelly.

		<b>ACTION</b>
1.	<b>Welcome - Chairman</b> The Chairman welcomed all members to the meeting.	
2.	<b>Apologies for absence</b> There were no apologies.	
3.	<b>Declarations of interest relating to items on the Agenda</b> None declared.	
4.	<b>Minutes of the previous meeting held on Tuesday 20th March 2020</b> The minutes for the previous meeting were read and accepted as an accurate record of the last meeting.	
5.	<b>Christmas lights switch on event</b> Before the discussions for this item took place, Lyn Murray took the opportunity to congratulate all those involved with covering the Victory in Europe (VE) Day celebrations, by saying that it was a great effort considering the minimal time allowed for organising and planning.  Lyn Murray asked if sponsorship was available for the Christmas Tree this year, as last year, Community Health Around Torpoint (CHAT) kindly provided sponsorship. Cllr Chris Goodman replied by saying that Torpoint Post Office had offered to sponsor the tree this year, and that she was arranging a mutually suitable time with Jules Cook from the Post Office to select a tree. Cllr Chris Goodman proceeded to thank Lyn Murray for the sponsorship provided by CHAT last year.  Having recently been involved in meetings with local traders and markets representatives, Cllr Julie Martin said that the decision made at the last meeting, to hold the Christmas lights switch on event alongside the Christmas Market, was no longer feasible. Therefore, both events would need to be held on different days; the Christmas lights switch on event as per normal on a Saturday, and the Christmas Market on a Sunday. Cllr Julie Martin also said that maybe the Christmas lights switch on could be held virtually, and that she would speak to Kelly-Jane Brown about the	Cllr Chris Goodman   Cllr Julie Martin

	<p>feasibility of doing so, as Kelly-Jane was heavily involved in the virtual VE celebrations coverage. Traders are keen to decorate their windows as normal, and the main event, plus selected residents at various locations locally, could possibly be streamed live. Traders could also upload photos etc to a dedicated site.</p> <p>Lyn Murray thought this was a brilliant idea, and Cllr Julie Martin continued by saying that Father Christmas could also make a virtual appearance when the lights are switched on.</p> <p>Cllr Chris Goodman was concerned about the potential number of people attending a combined Christmas lights switch on and Christmas Market event, and thanked Richard Pymm for all his preparatory work for the initially proposed combined event. Lynne Matthews agreed that social distancing would be a big problem if Santa was at the market on Sunday.</p> <p>Cllr Julie Martin wondered whether Father Christmas would like to visit the Christmas Market, and Rachel Tanner suggested that a drive through by Father Christmas might be more preferable than a static display. However, Richard Pymm said that this would not be possible due to an incident up-country, involving a motorised Santa Sleigh, resulted in insurers no longer willing to carry the risk. There was no practical way of Santa travelling down Fore Street, but he could maybe travel up the wrong way in Quarry Street. However, it would be better if Santa was not there at all, and therefore, a virtual video would be the best and safest option. Richard Pymm said that he would need assistance with the filming.</p> <p>Ray Skelly agreed that having nobody in the street this year because of COVID-19 was the best solution, but maybe Santa could travel around Torpoint after the lights were switched on. Cllr Julie Martin expanded on this idea by saying that residents could be encouraged to switch on lights as Santa visited their roads/streets.</p> <p>Cllr Kim Brownhill suggested that the library would be a good place for Santa to have his grotto. Richard Pymm agreed to visit the library to investigate this suggestion further.</p> <p>Cllr Chris Goodman asked all those attending if they agreed that the Christmas lights switch on event and Christmas Market should not both be held on the same day, and that instead, they should be held on the Saturday and Sunday respectively. All those attending unanimously agreed that this was the best way forward.</p> <p>Cllr Chris Goodman said that the Town Clerk had produced a list of things to do and when to do it, and in addition to these itemised tasks, Ray Scully had also been given a breakdown of responsibilities from the Town Clerk.</p> <p>Ray Skelly said that there would obviously need to be a COVID slant on the Christmas lights switch on event, and to assist with this, the Town Clerk had agreed to supply someone outside of the six person installation party. Torpoint Town Council employee Paul Stinchcombe, has volunteered his services for this role.</p> <p>Cllr Chris Goodman said once again that she would contact Jules Cook at the Post Office and arrange a convenient time to choose the Christmas Tree. Cllr Gary Davis suggested that the tree could have an NHS theme, that incorporated both a rainbow and angel. Cllr Kim Brownhill said that</p>	<b>Richard Pymm</b>
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	<p>everyone should be mindful of the costs incurred for decorations, as Torpoint Town Council are responsible for providing the funding. Cllr Gary Davies advised those attending that a grant could be applied for via the Community Chest Fund.</p> <p>Cllr Julie Martin suggested that the lights should be put up on Saturday 28th November, and come down after the 6th January 2021.</p> <p>Lyn Murray mentioned the idea of lighting a candle for loved ones, as it was also a good fund raiser, and suggested it would be a good idea to see how places such as Truro and Tavistock organise similar light-up-a-life events.</p> <p>Ray Skelly said that last year there was a problem with the main lights, but this has now been resolved. However, the tree lights are not very good at all. Cllr Chris Goodman replied that she will speak to the Town Clerk.</p>	<b>Cllr Chris Goodman</b>
6.	<p><b>Any other Business</b></p> <p>Cllr Kim Brownhill informed the meeting that the accounts for last year had not yet been audited. Cllr Chris Goodman said she was aware of this, plus that no Annual General Meeting (AGM) had taken place either. Lyn Murray advised that under the current circumstances, the AGM can be postponed to the following year.</p>	
7.	<p><b>Next Meeting</b></p> <p>Wednesday 14th October 2020 at 7pm (virtual).</p>	