



**MINUTES** of the Torpoint Town Partnership (TTP) meeting held virtually on Wednesday 14th October 2020 at 7.00pm.

**PRESENT:** Cllr Mrs Chris Goodman - The Mayor (Chair), Cllr Ms Rachel Evans BEM, Cllr Mrs Kim Brownhill - Treasurer, Paul Smythe - Community Hub and Library Development Manager (CH&LDM), Cllr Mrs Julie Martin, Cllr Gary Davis, Mrs Jenny Hughes, 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 virtual meeting held on Wednesday 16th September 2020</b> There was one amendment required to the minutes of the previous meeting held on Wednesday 16th September 2020. At Item 5 Paragraph 13, the minutes should have read, "Cllr Julie Martin suggested that the lights should be put up one week before the Christmas lights switch on event on Saturday 28th November, and come down after the 6th January 2021."  Apart from that one amendment required, the minutes for the previous meeting were read and accepted as an accurate record.	<b>Paul Smythe</b>
5.	<b>Christmas lights switch on event</b> Cllr Chris Goodman asked Cllr Julie Martin for some feedback on developments since the last meeting. Cllr Julie Martin informed all those attending that:  <ul style="list-style-type: none"> <li>• Kelly-Jane Brown has set-up a Facebook page, and asked everyone to join themselves, plus encourage everyone they know to do the same.</li> <li>• Organisations that have agreed to take part included Carbeile School (Nativity Play), and Torpoint Nursery and Infant School (Christmas Carols). Both schools performances will be captured on video and uploaded on to the Facebook page. GraceNotes Acapella have also asked to be involved, and Kelly-Jane will be contacting the Torpoint Silver Band to invite them to take part as well. All those attending were asked to pass names to her if they knew of anyone else who might like</li> </ul>	<b>All Kelly-Jane Brown Cllr Julie Martin</b>



	<p>a face covering in the grotto, as he will be outside. Cllr Kim Brownhill felt that there was no need for a temperature check, and Lyn Murray added that even Derriford Hospital did not take temperatures. Ray Skelly said that it would be best to wait until nearer the time and see if government guidance changes.</p> <p>It was then discussed amongst all, whether an appointment system should be put in place. Paul Smythe said that introducing an appointments system for various library offers since reopening after lockdown had not been very successful, but Cllr Gary Davis added that a ticket system with timings on had appeared to work well in the past for The Friends of Thanckes Park Christmas Grotto. Cllr Julie Martin asked if tickets could be given out under current circumstances. Cllr Rachel Evans said not, but parents/carers could still be given time slots.</p> <p>Cllr Julie Martin mentioned about the handing out of chocolate lollies, and whether they could be laid out on a table for easy collection. Richard Pymm said that the Lions intended to use BBQ tongs to hand out small bags of Haribo sweets.</p> <p>Cllr Chris Goodman said that she recently visited Tartendown Nurseries with Jules Cook from the Torpoint Post Office, and selected a Christmas Tree. Ray Skelly said that more lights for the tree was required. He would speak to the Town Clerk, as ideally he would like to change the tree lights, especially if the tree is bigger this year.</p> <p>Cllr Gary Davis asked how the tree would be put up; manually or mechanically. Ray Skelly replied that it would probably be manually, by a maximum of six people. However, he would contact Bob Carter about the possibly of loaning something mechanical. Richard Pymm kindly offered to help put up the tree if it was to be done manually.</p> <p>Cllr Gary Davis reminded everyone that at the previous meeting, he suggested that the tree could have an NHS theme, and that a grant could be applied for via the Community Chest Fund. If new lights were to be purchased, Lyn Murray mentioned once again about the idea of lighting a candle for loved ones, as it would be a good means of raising funds.</p> <p>Cllr Chris Goodman recommended that everyone look at what they have got and what they have not, before deciding what was required from there.</p>	<p><b>Ray Skelly</b></p> <p><b>Ray Skelly Richard Pymm</b></p>
<p><b>6.</b></p>	<p><b>Christmas Market</b></p> <p>Cllr Chris Goodman moved on to discussing the Christmas Market, and asked Cllr Rachel Evans if everything was going well with the preparations. Cllr Rachel Evans replied very well, and added that there was just not enough street space, as there was a large waiting list for stalls. Ray Skelly asked if the line of stalls could be extended past the library, but Cllr Julie Martin said no, as it is not part of the road closure. Lyn Murray wondered if the car park next to the library could be used for stalls, but Cllr Rachel Evans replied no because it belonged to Cornwall Council. However, they were looking at closing Quarry Street West to create extra space, and were waiting for a response to their application. Cllr Rachel Evans concluded by saying that overall, she was happy with Christmas Market preparations.</p>	

7.	<p><b>Any other Business</b></p> <p>Cllr Julie Martin asked Paul Smythe about the possibility of the library organising a Halloween treasure hunt/pumpkin trail, and/or some form of Halloween colouring activity. Paul Smythe replied that he would look in to it, and invited Cllr Julie Martin to visit the library and further discuss the options. Lyn Murray said she had seen somewhere that someone was organising a pumpkin trail, and if anyone present was able to find out more information, to advertise it on the TTP Facebook page.</p> <p>Cllr Kim Brownhill thanked Lyn Murray and Jenny Hughes for auditing last years accounts, before Cllr Chris Goodman thanked them both as well.</p>	
8.	<p><b>Date of next meeting</b></p> <p>Wednesday 11th November 2020 at 7.00pm (virtual meeting).</p>	