

24th March 2021

Clint Cooper
Torpoint Hardware & DIY
Via email: torpointhardwarediy@yahoo.co.uk
9 Fore Street,
Torpoint
Cornwall PL11 2AB

Dear Clint

Further to your Freedom of Information request, please find enclosed (attached to the email in a Zip folder) the following documents: -

ITEM 1

- 1a Council Minutes April 2018 – minute number 15018 (b) Market Working group;
- 1b Council Minutes May 2018 Adjourned Annual Meeting – minute number 43-18 (b) Market Working group;
- 1c Torpoint Town Council Markets Policy March 2018;
- 1d REPORT from the All Party Parliamentary Markets Working Group (APPMWG) reception at Westminster on Tuesday 15th May 2018;
- 1e Market Working Group Report Monday 11th June 2018;
- 1f Local Community Markets – Covid-19 Risk Assessment July 2020.

In addition, the Local Community Markets implemented the following measures: -

- Production and distribution to all stallholders of guidance leaflets;
- Stallholders to keep all on pavement stencil social distance markings clear;
- Market team allocated disposable masks, gloves and individual bottles of hand sanitiser;
- Funded and installed banners with social distancing reminder on stalls;
- Regular patrol by market team encouraging social distancing.

ITEM 2

The Town Council has taken over the management of the following parks: Borough Park Play Park, Chestnut Close Play Park, Cambridge Field, Thanckes Park Play Park, Thanckes Park Tennis Courts.

- 2a Development and Localism Committee Minutes 5 November 2020 – minute number 70-20 D&L (a)
- 2b Council Minutes November 2020 – minute number 121-20.
- 2c Council Minutes January 2021 – minute number 155-20 (c).
- 2d Council Minutes February 2021 – minute number 175-20.
- 2e Parks Equipment Timeline (current).



TORPOINT TOWN COUNCIL
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Town Clerk & RFO – Mrs Milly Southworth
Cert (HE), BA (Hons), PSLCC

Cont../d

ITEM 3

Torpoint Town Council has secured £50K of Cornwall Council Town Vitality Funding. Following a town council initiative to create a Vision and master plan in parallel with the ongoing work on the Neighbourhood Development Plan the funds will progress development opportunities at the lower end of the town. This will include, but is not limited to: bid writing, consultations and expertise required to revitalise the town centre. A strong Project Manager will be appointed to formulate a clear, coherent, costed plan with likely delivery partners, housing, retail, public sector requirements, along with the Police and other stakeholders.

Please kindly acknowledge receipt of all documentation.

Yours sincerely,

A handwritten signature in black ink that reads 'C F Southworth' with a horizontal line underneath.

Mrs Milly Southworth
Town Clerk and RFO

01752 814165

Email: clerk@torpointtowncouncil.gov.uk

Encs.

CC: Cllr Mrs. Chris E Goodman – Town Mayor chris.goodman@torpointtowncouncil.gov.uk