



## TORPOINT TOWN COUNCIL

**MINUTES** of a **VIRTUAL** meeting of the Development and Localism Committee held **via Zoom** on Thursday 1<sup>st</sup> April 2021 at 7.00pm via the Zoom link:

<https://us02web.zoom.us/j/84334297104?pwd=bXViR0xJdTUyUmhKTjNBVzZFcEgrZz09>

Meeting ID: **843 3429 7104**

Passcode: **383494**

**Virtually PRESENT:** - Miss R A Evans BEM (Deputy Town Mayor) (Chairman), Councillors Mrs. C E Goodman (Town Mayor), Miss R C Baker, G J Davis, Miss L J Hocking, Mrs. J M Martin, K J Moon, C R Sawyer, C R Still, J Tivnan BEM plus the Town Clerk & RFO (Clerk) and the Community Hub and Library Development Manager (CH&LDM).

	ACTION
<p><b>124-20D&amp;L Apologies for absence</b> Apologies for absence were submitted on behalf of Councillors L E Keise and M G Spurling.</p>	
<p><b>125-20D&amp;L Declarations of Interest relating to items on the Agenda</b> None.</p>	
<p><b>126-20D&amp;L Community Hub and Library Update: -</b> The Community Hub and Library Development Manager presented the report as previously circulated, adding: -</p> <ul style="list-style-type: none"> <li>➤ <i>Thank you letter</i> – a recently received thank you letter from a parent, was shared on the screen.</li> <li>➤ <i>Monday 12<sup>th</sup> April</i> – limited browsing will recommence, with café reopening for takeaway facility and use of the outdoor seating.</li> <li>➤ <i>Tuesday 4<sup>th</sup> May</i> – a full return to opening hours is being planned, Monday to Friday 0915 – 1630 and Saturday 0915 to 1215.</li> <li>➤ <i>Easter Activities packs</i> – are compiled and ready for issue.</li> <li>➤ <i>Carbeile Junior School</i> – have taken receipt of books today.</li> <li>➤ <i>Safeguarding Update</i> – the Community Hub and Library Development Manager and the Clerk attended the recent Library partners meeting, hosted by Cornwall Council. An interesting and informative Safeguarding presentation was given at the meeting and this will now be shared by the Community Hub and Library Safeguarding Advocate, to all employees at the Library.</li> </ul> <p>(The Community Hub and Library Development Manager left the meeting at this point.)</p>	CH&LDM
<p><b>127-20D&amp;L Minutes of the previous meeting</b> It was <b>resolved</b> that the minutes of the Virtual Development and Localism Committee meeting held on Thursday 4<sup>th</sup> March 2021 were taken as read, confirmed and will be signed by the Chairman in due course.</p>	
<p><b>128-20D&amp;L Matters arising from the minutes</b> a) Devolution of a programme of assets/services: - i) Benches, parks equipment &amp; signs, vehicle, grass cutting, tennis court fencing, Park Inspection Reports: - Pursuant to minute 113-20D&amp;L (a) the Clerk provided an update on the parks improvements:-</p>	

Some of the picnic benches have been delivered and will be constructed and installed shortly, these include two for the skate park, explaining there is a short delay in the production and delivery of the disabled benches. The vehicle ramps, for lawn mower transportation, are on a four week delivery time and as a result the contractor has been instructed to cut the grass in March. The materials for the parks signs has been ordered and it is hoped that these will be built and installed 'in house'. The order for the tennis court fencing installation has been issued, with a planned installation by the end of the Easter school holidays.

Parks Inspection Reports, the Clerk explained the Operations Manager has completed his training and is working through the Parks Inspection reports received in February. Starting with the higher priority item recommendations, none of which are an immediate risk, the Operations Manager will be contacting all the equipment manufacturers to obtain copies of the maintenance instructions. Following a question about when the Wicksteed report is anticipated, the Clerk will follow this up.

ii) Parks Timeline budget update: -

The Clerk invited questions on the summary update, there were none.

b) Plastic Free: -

Pursuant to minute 113-20D&L (b) the Mayor is seeking pledges of support and once a reply is received from the organisations, the five local businesses will be contacted for their support of the initiative. The Mayor added that she has become a member of the National Geographic Society, via Surfers Against Sewage and anticipates this will be a great research opportunity. Councillor Miss L J Hocking volunteered to forward contact details to the Mayor of a colleague within Surfers Against Sewage.

c) Town Vitality Fund and Town Team Advisory Group:-

Pursuant to minute 113-20D&L (d) Councillor G J Davis explained having attended two 'next steps meetings', attended by Cornwall Council, the consultant and the Clerk, to agree the way forward with the Town Vitality Funding award. Councillor Davis explained the Town Team Advisory Group (TTAG) which initially met in January 2021, will meet again and consider a revised Terms of Reference. Additionally, a draft Memorandum of Understanding has been compiled and it is hoped this can be shared at the next TTAG meeting. Councillor Davis highlighted the TTAG will need to be recognised as a 'Project Board' and membership of the TTAG/Project Board will need to include local business representatives and landowners. Councillor Davis added the Clerk is making contact with key personnel to increase membership of the TTAG/Project Board. An informal meeting, with the appointed consultant (Les Allen), plus existing members of the TTAG, is being arranged for Wednesday 14<sup>th</sup> April at 6.00pm, all Councillors are invited to attend. Councillor Davis explained, it is anticipated that in May 2021, the new Town Council will adopt the revised Terms of Reference and the Memorandum of Understanding, between Cornwall Council and the Town Council.

d) Vision project - Swimming Pool Feasibility Study (CONFIDENTIAL document as circulated): -

Pursuant to minute 113-20D&L (e) the Chairman proposed and Councillor Mrs. J M Martin seconded the proposition, it was **resolved** that due to the confidentiality of the initial Swimming Pool Feasibility Study report this item would be considered with Public and Press excluded [see minute 137-20D&L below].

e) Torpoint Environmental Action (TEA) initiative: -

Pursuant to minute 113-20D&L (f) the Clerk explained the litter picking materials for the Torpoint Environmental Action initiative had been received at a slightly reduced price of £395.08 (plus VAT).

f) Freedom of Information Request – Mr C Cooper: -

Pursuant to minute 113-20D&L (a) the Clerk had previously circulated a copy of the correspondence forwarded to Mr Cooper, which is noted.

Clerk

ClIr Hocking

All Cllrs/  
Clerk

<p><b>129-20D&amp;L To consider the Council Business Risk Management</b>  a) Budget Monitoring – Finance Committee Responsibilities: -  The Committee considered the February 2021 financial information (as circulated) and the items relevant to this Committee, the Neighbourhood Development Plan expenditure for 2020/21 had been shared by the Clerk.</p>													
<p><b>130-20D&amp;L Items Referred to this Committee</b>  None.</p>													
<p><b>131-20D&amp;L Policies referred to this Committee</b>  a) Development Plan Strategy: -  Work is progressing on the Development Plan Strategy.</p>	<p>Clr Davis</p>												
<p><b>132-20D&amp;L Localism</b>  a) Vision Projects.  i) Tamar River Links / Jetty Project / Lower Fore Street Re-development: -  No further updates on the Tamar River Links / Jetty Project.  b) Neighbourhood Plan: -  Councillor G J Davis explained the steering group has met to review the draft and work is continuing towards the Neighbourhood Development Plan.</p>													
<p><b>133-20D&amp;L Planning Applications: -</b>  a) PA21/01835 Non material amendment to application no. PA20/06490 dated 20/09/20 for the removal of integrated green house, adjustment of steps to garage and pitched roof changed to flat green roof - 50 Cremyll Road, Torpoint PL11 2DY - <i>Not Acceptable as an Amendment.</i>  Noted.   The Chairman explained that an existing Planning Application was going being discussed under 'Any other Business' and Members agreed to take this item at this point in the meeting.   b) PA20/02211 Retrospective Planning permission for the erection of three commercial buildings - Land At Fisgard Way, Trevol Business Park, Torpoint PL11 2TB:-  The Clerk updated Members on progress with the retrospective planning application, highlighting that at the 'eleventh hour' the Peer Review report on the Noise Assessment Report submitted by the applicant, had been received and forwarded by the residents' to Cornwall Council Planning Officer for consideration. The Clerk continued, that having spoken to the Planning Officer on the matter, Cornwall Council will now review the report and will be in contact with the Town Council after this review. Following a questioning statement from Councillor K J Moon, the Clerk explained having communicated with the Cornwall Council Planning Officer on the matter.</p>													
<p><b>134-20D&amp;L Accounts for payment: -</b></p> <table border="1" data-bbox="126 1755 1373 1896"> <thead> <tr> <th>Contact Name</th> <th>Invoice Number</th> <th>Total</th> <th>Tax Total</th> <th>Net</th> <th>Description</th> </tr> </thead> <tbody> <tr> <td>WPS Hallam Insurance</td> <td>Inv no 505873546</td> <td>3,299.49</td> <td>0.00</td> <td>3,299.49</td> <td>Council Guard Renewal 01.04.21 to 01.03.22</td> </tr> </tbody> </table>	Contact Name	Invoice Number	Total	Tax Total	Net	Description	WPS Hallam Insurance	Inv no 505873546	3,299.49	0.00	3,299.49	Council Guard Renewal 01.04.21 to 01.03.22	
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NABMA	Inv no 21/238	369.00	0.00	369.00	Annual subscription 2021-22	
Cornwall Council Bus Rates - Room 7	802850097	80.45	0.00	80.45	Bus Rates Room 7 April 2021	
Cornwall Council - Rm 6 Bus Rates	802720466	122.50	0.00	122.50	Bus Rates 01.04.21	
Cornwall council - Bus Rate Library	802715760	386.30	0.00	386.30	Library Business Rates 01.04.21	
Cornwall Council - Bus Rate Pub Con	802385084	149.05	0.00	149.05	Bus Rates 01.04.21	
Cornwall Council - Bus Rate Chambers	802311466	1,513.75	0.00	1,513.75	Bus Rates 01.04.21	
<p><b>135-20D&amp;L Correspondence: -</b></p> <p>a) Hosting an International Festival of Rowing, on behalf of the Cornwall Pilot Gig Association: - The invitation to submit an expression of interest to host an International Festival of Rowing was discussed and it is <b>recommended</b> an expression of interest is submitted.</p> <p>b) Community Governance Review changes, planning app consultations – Cornwall Council: - Noted.</p> <p>c) New BT Consultation Review – deadline 4<sup>th</sup> June 2021 – proposed removal of payphone @ Goad Avenue, Torpoint - Cornwall Council: - Members recalled previous discussions on this matter, it is agreed to highlight the proposed removal via the Council’s social media and assuming there are no significant objections this Council agrees to the removal of the public payphone at Goad Avenue.</p> <p>d) Local Devolution Fund and Torpoint Library – funding – Cornwall Council: - The update on the £13,000 of the Local Devolution Fund being available for the Cornwall Gateway Community Network area, being re-directed to the creation of the Community Hub at Torpoint Library, was noted.</p> <p>e) Parking issues: - i) Chapeldown Road, ii) Pentire Road, iii) Peacock Avenue/Liscawn Terrace: - The information about the various parking issues in the town was shared on the screen with Members who debated each issue individually. Whilst supporting the residents’ concerns Members acknowledged these and other parking issues in Torpoint (e.g. Clarence Road, Harvey Street and Kingsley Avenue). Following a lengthy debate, it is <b>recommended</b> to pursue the installation of bollard on the pavement at the end of the residents disabled access pathway on Pentire Road and to publish on social media a request for more ‘considerate parking’ in the town.</p> <p>f) Press release Tamar Community Trust – clean up at Wacker Quay – via Cornwall Council: - Noted.</p> <p>g) Shekinah Quarterly Newsletter Feb 21 – Shekinah Mission (Plymouth) Ltd: - Noted.</p>						<p><b>Council</b></p> <p>Clerk</p> <p><b>Council</b></p>



<p><b>136-20D&amp;L Date of next VIRTUAL meeting</b>  <b>Wednesday</b> 5<sup>th</sup> May 2021, Councillor K J Moon submitted his apologies for the meeting.</p>	Clerk
<p><b>137-20D&amp;L</b> It was resolved the information to be considered is of a sensitive nature, these items are considered with the public and press excluded and is contained in the confidential annex to these minutes (Public Bodies (Admission to Meetings) Act 1960 1(2)).</p>	
<p><b>138-20D&amp;L Any Business that has been disclosed to the Chairman and members prior to the meeting.</b></p> <ul style="list-style-type: none"> <li>➤ The Clerk explained Mr D Allan had forwarded a link to a talk which may be of interest, which will be forwarded via email, and is copied here: <a href="https://www.eventbrite.co.uk/e/life-on-the-edge-creating-and-managing-wildlife-friendly-verges-tickets-148023374899?ref=eios">https://www.eventbrite.co.uk/e/life-on-the-edge-creating-and-managing-wildlife-friendly-verges-tickets-148023374899?ref=eios</a></li> <li>➤ The Clerk reported the recent Forest for Cornwall Newsletter had been shared via email.</li> <li>➤ The Clerk reported information received from NAMBA (National Association of British Market Authorities) is being forwarded to the Local Community Markets.</li> </ul>	
<p>Meeting closed at 8.33pm _____ Chairman</p>	