



## TORPOINT TOWN COUNCIL

There was one member of the public in the gallery.

**MINUTES** of a meeting of the Development and Localism Committee held on Thursday 1<sup>st</sup> July 2021 at 7.00pm in the Council Committee Room, 4 York Road, Torpoint.

**PRESENT:** - Councillor G J Davis (Chairman), Councillors Mrs. K Brownhill, Mrs. L Fellows, Mrs. C E Goodman, L E Keise, Mrs. K L Partridge, L J Sanderson, C R Sawyer, C R Still, J Tivnan BEM, B A Walsh and R M Willoughby plus the Town Clerk & RFO (Clerk) and the Community Hub and Library Development Manager (CH&LDM).

|   | <b>ACTION</b> |
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| <p><b>34-21D&amp;L Apologies for absence</b><br/>Apologies for absence were submitted on behalf of Councillor Miss R A Evans BEM (Town Mayor), Councillors Mrs. J M Martin and M G Spurling.</p>  |               |
| <p><b>35-21D&amp;L Declarations of Interest relating to items on the Agenda</b><br/>a) A NRI (Non-Registerable Interest) was declared by: -<br/>Councillor Mrs. K L Partridge – (Agenda item 3. b. Planning application PA21/06035 – Construction of single storey porch – 49 Woodland Way, Torpoint PL11 2DW – as known to the applicant).<br/>b) A NRI (Non-Registerable Interest) was declared by: -<br/>Councillor C R Still – (Agenda item 3. b. Planning application PA21/06035 – Construction of single storey porch – 49 Woodland Way, Torpoint PL11 2DW – as known to the applicant).<br/>c) A NRI (Non-Registerable Interest) was declared by: -<br/>Councillor Mrs. L Fellows – (Agenda item 13. c. as Beat4Autism is working closely with the Antony, Clarence &amp; Sydney Road Residents’ Association).</p>   |               |
| <p><b>36-21D&amp;L Planning Applications</b><br/>a) PA20/02211 - Land at Fisgard Way, Trevol - Retrospective application for the erection of three commercial buildings - information for consideration, as previously circulated from Cornwall Council.</p> <p>Prior to the debate the Chairman (Councillor G J Davis) proposed the suspension of standing orders, this was seconded by Councillor J Tivnan BEM and it was <b>resolved</b> to suspend standing orders, to permit Mr S J Corbidge MBE (in the public gallery) to speak on the matter. Once Mr Corbidge had presented a history and the current status of the matter, standing orders were resumed at 7.20pm.</p> <p>Members considered the information, as circulated from Cornwall Council noting the Planning Officer recommendation to approve the planning application, with conditions applied. Members debated at length and considered the impact of the application on the residents living at Lamorna Park. It was unanimously <b>resolved</b> to maintain the Council’s original position on the proposal, voting against the recommendation, and therefore request that the application is determined by the Planning Committee.</p> | Clerk         |

The key reason for maintaining this position remains as per the council's original objection to the application number 5) The impact this development would have on the occupiers of Lamorna Park. It is considered that the erection of buildings and the siting of insulated and self-contained booths within the building for the blasting and spraying activities will not reduce the noise emissions from the site and will severely impact the residential properties, sited in close proximity to the retrospective application.

Although it is recommended for approval with conditions /prohibitions in place on the operating hours for machinery/equipment/plant on site, as well as keeping the external doors in Buildings A, B & C closed during the operation of said machinery and a generator to only be operated in the position indicated on the plan contained in Appendix A 'Site Plan (SP2) Showing site layout, including units A, B and C of Noise Impact Assessment (Ref: HA Acoustics HA/AC85/V6 ' 15 January 2021), there are concerns about adherence to these conditions, should retrospective planning approval be granted. The Chairman agreed to represent the council's decision at the future Cornwall Council Planning Committee meeting.

b) PA21/06035 - Construction of a single storey porch – 49 Woodland Way, Torpoint PL11 2DW. No objections or observations.

(Councillors Mrs. K L Partridge and C R Still abstained from voting on this item.)

**37-21D&L Community Hub and Library Update: -**

a) The Community Hub and Library Development Manager presented the report as previously circulated, adding: -

- *Raising funds for the Cornwall Air Ambulance 'Heli Cream Tea'* – Since last Friday's fundraiser for the Cornwall Air Ambulance, the café has continued to raise funds selling cream teas with the total raised to date £271.73.
- *Rhyme Time* – successfully restarted Rhyme Time, now one session is run on a Monday and two sessions on a Wednesday.
- *Bookstart* - the Cornwall Council Bookstart lead contacted the CH&LDM earlier this week with an urgent request. She wanted to include Torpoint as one of only two sites in Cornwall to be included in an application for funding for a Bookstart initiative aimed at children aged 0-5 years from socially deprived families. The Clerk and CH&LDM completed the application form, it is hoped it will be successful and Torpoint will be invited to be part of a pilot Bookstart initiative.
- *Google reviews* – The Library and Community Hub has received positive reviews on Google.

b) Income (as circulated 010421 – 240621 plus 010621 - 240621).

The income summary is noted.

c) Local Devolution Fund.

The CH&LDM explained the meeting with Cornwall Council to consider ideas for the Local Devolution funding had been useful, with Cornwall Council supporting the funding suggestions as detailed in the report. Returning to the report, members considered the four proposals and the general consensus is to use the funds towards option 1) Set up a Befriending Network and 3) Improve the exterior at the back. Following a question posited, the CH&LDM explained CHAT (Community Health Around Torpoint) will be contacted about the befriending network proposals.

CH&LDM

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| <p>d) Other parishes.<br/>The Clerk is now in receipt of deprivation statistics from Cornwall Council, as well as local users' data and will correspond with the local parishes to ask them to financially support the Library and Community Hub. Councillor R M Willoughby volunteered to discuss this with the Chairman from Antony Parish Council.</p> <p>e) Lease on the building: -<br/>The Clerk is corresponding with Cornwall Council to ensure the lease on the building is extended.</p> <p>(The Community Hub and Library Development Manager left the meeting at this point.)</p>  | Clerk                |
| <p><b>38-21D&amp;L Minutes of the previous meeting</b><br/>It was <b>resolved</b> that the minutes of the virtual Development and Localism Committee meeting held on Thursday 3<sup>rd</sup> June 2021 were taken as read, confirmed and signed by the Chairman.</p>   |                      |
| <p><b>39-21D&amp;L Matters arising from the minutes</b></p> <p>a) Plastic Free: -<br/>Pursuant to minute 24-21D&amp;L (b) Councillor Mrs. C E Goodman reported having now received all except one Plastic Free Pledge from a community ally and once this is received will begin working towards the business strategy. The third "Debris Tracking" survey has been undertaken, again there were very interesting finds. The Chairman had heard about 'Plastic Free July', details on this are available here: <a href="https://www.plasticfreejuly.org/">https://www.plasticfreejuly.org/</a>.</p> <p>b) Donation of 16 hanging baskets for display in Fore Street:<br/>Pursuant to minute 31-21D&amp;L (c) the Clerk reported having taking delivery of some of the hanging baskets. A risk assessment is in place; the Operations Manager is working towards obtaining permissions from property owners before the hanging baskets are put up.</p> <p>c) Community Network Area Highways Scheme 1 June 2021 update: -<br/>Pursuant to minute 24-21D&amp;L (e), the updated Highways Scheme update is noted.</p> |                      |
| <p><b>40-21D&amp;L To consider the Council Business Risk Management</b></p> <p>a) Budget Variance – Finance Committee Responsibilities: -<br/>The Committee considered the May 2021 financial information (as circulated) and the items relevant to this Committee. The Clerk explained the Parks Improvement grant funding from Cornwall Council has now been received.</p>   |                      |
| <p><b>41-21D&amp;L Items Referred to this Committee</b><br/>None.</p>  |                      |
| <p><b>42-21D&amp;L Policies referred to this Committee</b></p> <p>a) Development Plan Strategy: -<br/>Work is progressing on the Development Plan Strategy. The Chairman highlighted that he no longer has access to Powerpoint and therefore will need to work with the Clerk on completing the Strategy.</p>   | Cllr Davis/<br>Clerk |

**43-21D&L Devolution of the four Play Parks and tennis courts**

a) Report on the devolved sites from the Clerk: -

| <b>FACILITY</b>          | <b>CURRENT STATUS/ACTIVITY</b>   |
|--------------------------|--|
| BOROUGH PLAY PARK        | i. Disabled bench secured in place and evidence of use.  |
| CAMBRIDGE FIELD          | i. Replacement cradle swing ordered and being installed by the Ops Team.<br>ii. Quotation for partial removal of wall to install a gate and ramp, plus the gate, to enable a second access (disabled) circulated to the June 2021 Committee meeting. Members are keen to include this in the multi-generational planned works before proceeding. Clerk is liaising with Cormac to enable the pavement curbs at this site to be dropped.  |
| CHESTNUT CLOSE PLAY PARK | i. Disabled bench secured in place and evidence of use.  |
| THANCKES PARK PLAY PARK  | i. Some anti-social behaviour and damage to the willow tunnel, Friends of Thanckes park repaired, but unfortunately the spare willow that they were saving for a second project was too badly damaged to be saved.<br>ii. Disabled bench secured in place and evidence of use.<br>iii. Bespoke park sign being installed by the Ops Team.  |
| TENNIS COURTS            | i. Closed to members of the public on Saturday 5th June.<br>ii. Liaison between Ops Manager & contractor – additional quotations for fencing, gate plus additional works received and forwarded to Chairman and Vice Chairman 24th June.<br>iii. Site meeting arranged for 30th June – Chairman, Vice Chairman and Ops Mgr.<br>iv. Millbrook Parish Council road sweeper taken away by contractor to ascertain viability/cost of repair – not cost effective to repair, sweeper hire now being researched.<br>v. Zoom meeting arranged, by Clerk, with Sports and Play Consulting – 5 <sup>th</sup> July – Chairman, Vice Chairman and Clerk attending.<br>vi. Lawn Tennis Association (LTA) contact made with the Town Council – Clerk arranging a site meeting wk commencing 12 <sup>th</sup> July.<br>vii. Ops Team are continuing with site tidying. |
| OTHER ACTIVITIES         | i. Mowing. Regular mowing is now taking place since weather has improved, cutting approximately every 10 days.<br>ii. Skate Park bespoke sign being installed by the Ops Team.   |

**Tennis Courts**

The Chairman (Councillor G j Davis) expanded on the reasons for making the decision to close the tennis courts along with the subsequent meetings and correspondence between himself, the Deputy Chairman (Councillor J Tivnan BEM) and the Operations Manager. Quotations have been received for the additional works to the tennis court site, to enable the facility to be safely re-opened for the community to use. Following an explanation of each of the three quotations for

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| <p>work quotations, including the contractor noting that materials have risen in price by over 40% since the last phase, it is <b>recommended</b> to instruct AMS Fabrications to:-</p> <ol style="list-style-type: none"> <li>1. Supply and installation of along the back of lower court and next to upper court as per our meeting on site, for the sum of <b>£4,650 +vat</b></li> <li>2. Take down 4m (2m in each direction) of retaining rubble / stone walling from the corner of the failed section between the tennis courts. To rebuild foundation for new section of walling. To rebuild 4m of walling with new concrete blocks and reuse of existing stone where possible. To remove all arisings and leave site in a clean &amp; tidy state, for the sum of <b>£1,850 +vat</b></li> <li>3. Supply and installation of additional gate. All steel to be shot blasted to SA 2.5 and painted and galvanised and powder coated to match the new fencing, for the sum of <b>£650 +vat</b></li> </ol> <p>Total cost £4,650 + £1,850 + £650 = £7,150 +vat from the Play Parks earmarked reserves.</p>  | <p><b>Council</b></p> |
| <p><b>44-21D&amp;L Localism</b></p> <p>a) Town Team Project Board: -<br/>Pursuant to minute 28-21D&amp;L (a) the Chairman (Councillor G J Davis) gave an update from the Town Team Project Board and asked members to consider whether the town council offices could be included as part of a new-build redevelopment opportunity at Lower Fore Street, the overall consensus was positive on this approach.</p> <p>b) Vision and other Projects.</p> <p>i) Swimming Pool Feasibility Study to be located in Torpoint, Cornwall: -<br/>The Chairman explained the next steps, which are: -</p> <ol style="list-style-type: none"> <li>i) To agree and publish the Feasibility Study on the council website, including publication to all key stakeholders who guided completion of the study, providing realistic timescales and expectations to the community of Torpoint about how feasible the project is. Once the Feasibility Study is published, then:</li> <li>ii) Set up a Swimming Pool working party to discuss and agree the next steps, (working party members to include the Town Mayor, Councillor Mrs. L Fellows, Councillor Mrs. C E Goodman, Councillor Mrs. J M Martin and Councillor J Tivnan BEM);</li> </ol> <p>ii) Torpoint Environmental Action (TEA) initiative: -<br/>Pursuant to minute 24-21D&amp;L (d) Councillor Mrs. C E Goodman explained the next meeting of the Torpoint Environmental Action (TEA) group is the following day, with Councillor Mrs. K Brownhill invited to attend. It is anticipated the competition to design a logo for the TEA initiative will be launched as well as consideration about seeking ideas for wildflower planting from the residents.</p> <p>iii) Celebrate the Queen's Platinum Jubilee 2022 (update from the Torpoint Town Partnership meeting): -<br/>Pursuant to minute 28-21D&amp;L (b) the Torpoint Town Partnership will work with the Council to celebrate the Queen's Platinum Jubilee. A reminder to ensure the Beacon is safety/gas checked in advance of use. The Clerk explained the Lord Lieutenant of Cornwall, Col Edward Bolitho has invited attendance at a virtual meeting with colleagues across the county to discuss initial plans and thoughts about how Cornwall can celebrate this momentous occasion.</p> <p>c) Neighbourhood Plan: -<br/>The Chairman explained the key next steps for this council are to establish the completion of the</p> | <p>Clerk</p>          |

knowledge based evidence, finalise the green space allocations, plus complete the Heritage Statement. The Chairman explained the steering group recognise that a consultant should be engaged to undertake the Heritage Statement, acknowledging this will be an added expenditure. Members gave support to this and it is **recommended** to undertake a tender process for the completion of the Heritage Statement for the NDP, acknowledging assistance from the current consultant to prepare the scope of works is likely to be required, and a fee for this will be charged.

**Council**

d) Town Council flier/newsletter for residents (last circulated March 2021): -  
The Clerk highlighted the latest Town Council flier has been circulated in March 2021. Members considered whether it was the right time to start to draft a follow up and agreed to consider this and the next meeting at the beginning of September.

Clerk

**45-21D&L Accounts for payment: -**

| Contact Name                        | Invoice Number  | Total  | Tax Total | Net    | Description                            |
|-------------------------------------|-----------------|--------|-----------|--------|--|
| Torpoint Town Council - Staff       | Staff Uniform   | 9.00   | 1.50      | 7.50   | staff Uniform - leggings reimburse     |
| Spot On Supplies                    | Inv no 21519799 | 238.63 | 39.79     | 198.84 | Cleaning stock                         |
| Cornish Tea & Cornish Coffee Co Ltd | Inv no SL50766  | 277.40 | 0.00      | 277.40 | Coffee Machine                         |
| Cornwall ALC Limited                | Inv no 2122-268 | 36.00  | 6.00      | 30.00  | Finance for Councillors Lizeta Fellows |

**46-21D&L Correspondence: -**

a) The Summer Citizens Newsletter & Family Factsheets - Citizens Advice Cornwall: -  
Noted.

b) Commissioner launches £30,000 community grants scheme for a safer Cornwall - Police & Crime Commissioner: -  
Noted.

c) Antony, Clarence & Sydney Road Residents' Association, (Torpoint Town Council accountable body for Cornwall Council Community chest grant funding awarded 2020) – reallocation to provide safety signage for Adela Road: -  
Members considered the correspondence as circulated, from Mr K Moon, for and on behalf of the Antony, Clarence & Sydney Road Residents' Association along with the additional information provided by the Clerk and it is **recommended** to utilise the community chest funding granted to the Residents Association in September 2020, amount of £496.16, (Cornwall Council has granted approval) , seek an additional amount of £83.84 from the Residents' Association, and then issue a purchase order to Cormac for the purchase and installation of "Children on the way" road signs for Adela Road at a cost of £540 +vat. Following installation, the signs will be added to the Council's fixed asset register with a value of £0.

**Council**

(Councillor Mrs. L Fellows left the meeting for this agenda item.)

**47-21D&L Date of next meeting**

Thursday 2<sup>nd</sup> September 2021.



**48-21D&L Any Business that has been disclosed to the Chairman and members prior to the meeting.**

- Welcome Back Fund – Members considered the information, as previously circulated regarding the Welcome Bank Fund and it agreed there are no plans for Torpoint Town Council to submit an application for this round of funding.
- The Clerk had previously shared correspondence from a resident, 16 Chapeldown Road, Councillor J Tivnan BEM agreed to take up the issue of mobile home users the layby overnight, with Cormac.
- Wildanet, a Cornish broadband provider will be installing a new fibre optic network across Cornwall over the coming years and would like to give a presentation to a future full council meeting, say September, the Chairman will advise the Town Mayor (Councillor Miss R A Evans BEM) who will make a decision.

Clerk

Cllr Tivnan

Meeting closed at 9.00pm \_\_\_\_\_ Chairman