



MINUTES of the Torpoint Town Partnership (TTP) meeting held virtually on Tuesday 18th May 2021 at 7.00pm.

PRESENT: Cllr Mrs Chris Goodman - The Mayor (Chair), Cllr Mrs Kim Brownhill - Treasurer, Paul Smythe - Community Hub and Library Development Manager (CH&LDM), Cllr Mrs Julie Martin, Mrs Jenny Hughes, Mrs Becky Lingard, Cllr John Tivnan BEM, Richard Pymm, Tony Walsh.

		ACTION
1.	Welcome - Chairman The Chairman welcomed all members to the meeting.	
2.	Apologies for absence Cllr Ms Rachel Evans BEM, Mrs Kelly-Jane Brown, Mrs Lyn Murray, and the Friends of Thanckes Park.	
3.	Declarations of interest relating to items on the agenda None declared.	
4.	Appreciations None mentioned.	
5.	Minutes of the previous virtual meeting held on Wednesday 17th March 2021 The minutes of the previous meeting were read and accepted as an accurate record of the last meeting. However, Cllr Julie Martin did wonder whether an action should have been recorded at the top of page three, regarding the submitting of road closure applications. Cllr Chris Goodman said that this would be covered later when future events was discussed.	
6.	Report from the Treasurer Cllr Kim Brownhill informed the meeting that the current balance in accounts was £3,801.73, of which £1,179.08 was set aside for defibrillator fund money. Leaving a total of £2,622.65 available. Cllr Kim Brownhill then mentioned to Jenny Hughes that she believed that the £1,000 grant received from Cornwall Council's Community Chest Fund had to be spent within six months of receipt; and it was now getting close to that deadline date. Jenny Hughes replied that she was unaware of this deadline, and would email Duchy Defibrillators to try and make an advanced payment. Cllr Julie Martin did not think this would be a problem provided an invoice was provided for audit trail purposes. Cllr Kim Brownhill also suggested that an email be sent to Cornwall Council explaining the situation, and Jenny Hughes agreed to do so. Jenny Hughes then informed everyone that she was still waiting for a reply from HMS Raleigh regarding the defibrillator, and had booked the Town Hall for a fund raising event (coffee morning) for the first Saturday in December.	Jenny Hughes

	<p>Cllr Kim Brownhill concluded this agenda item by saying that the end of year accounts would shortly need to be checked by two TTP members. Jenny Hughes once again volunteered her services, and Cllr Julie Martin would have done likewise, but was unable to due to her having authorised payments during the last financial year, plus she had access to the accounts online. However, Cllr Chris Goodman was confident that a second person would be found soon.</p>	<p>Jenny Hughes</p>
7.	<p>TTP Torpoint Town Advisory Group representative Cllr Chris Goodman read aloud item 5 of the previous minutes, to remind everyone of the main discussion points regarding the requirement to formally appoint a TTP Town Team Advisory Group representative. Cllr Chris Goodman then asked whether anyone had any more thoughts on the subject. Cllr Julie Martin replied that as a fair amount of the TTP membership were councillors, this restricted available options for others. Therefore, it would probably be best if Cllr Kim Brownhill continued to be the TTP rep on an interim basis for the time being, until the TTP attracted more members who were not councillors. Unless there was someone who desperately wanted to take on the role now. Cllr Chris Goodman agreed, especially as the new Town Team Advisory Group was just starting to establish itself as well.</p> <p>Cllr Kim Brownhill was content to carry on her interim role until further notice, but was unable to attend the next planned meeting for this role on Tuesday 25th May 2021. Cllr Julie Martin said that she was happy to stand in for Cllr Kim Brownhill, and asked her to forward any meeting related correspondence beforehand.</p>	<p>Cllr Julie Martin</p>
8.	<p>Local Community Market update Cllr Julie Martin said that last month's market was very successful, and everyone was looking forward to the next market at the end of this month. The pressure of COVID was easing off and food bank distribution continues. Jenny Hughes added that a few more volunteers on market day would be helpful, and if those recruited were young volunteers, then so much the better.</p>	
9.	<p>Torpoint Environmental Action (TEA) Cllr Chris Goodman gave everyone a background brief on TEA, and explained that litter and plastics would sit under the same umbrella. A TEA related meeting was recently held in the Library and Community Hub. At this meeting it was decided to support the Great British Spring Clean initiative, by organising a litter-picking event at Thanckes Park and adjoining beach on Saturday 29th May 2021, 10:00am-2:00pm. Any individuals taking part must pledge their litter-picking minutes and hours on the website, plus read the safety guidance and latest hygiene advice in regard to COVID-19.</p> <p>Jenny Hughes asked if litter-picking projects could be held on alternative dates, as it would be a good project for the Scouts, with each Scout being able to pledge 2 1/2 hours on a Thursday night. Cllr Chris Goodman replied yes, as the Great British Spring Clean was approximately two weeks in duration. Paul Smythe informed the meeting that the exact dates were Friday 28th May - Sunday 13th June 2021. Cllr Chris Goodman added that ten litter-picking kits could be loaned from the Torpoint Town Council Offices. Jenny Hughes said that she would contact the Town Clerk & RFO.</p> <p>Moving on to Plastic Free Allies and the Plastic Communities Pledge, eleven of the required fifteen allies have currently signed-up and pledged their support. It is hoped that the four outstanding allies, CHAT, The Lions,</p>	<p>Jenny Hughes</p>

	<p>Torpoint Allotment Association, and Torpoint Rowing Club, will all agree to sign-up at their next respective meetings. Once the fifteen allies have been signed-up, the next steps are to sign-up five businesses, and hold a final steering group meeting. Accreditation will then hopefully be awarded.</p> <p>Cllr Chris Goodman concluded by saying that she had also signed-up with Plastic Free Group Hubs, where everyone can benefit from the sharing of ideas.</p>	
<p>10.</p>	<p>Town Events to confirm or add to the Diary</p> <p>Cllr Chris Goodman began by saying that a provisional date for the Carnival needed to be agreed, and asked Richard Pymm for an update on what The Lions future plans were. Richard Pymm informed everyone that there would be no Summer Fayre this year, and that they were planning on holding an Autumn Charity Event on Saturday 11th September 2021 instead. To still call the event a Summer Fayre was deemed inappropriate, as it was considered that the public would expect to see arena events, plus the children would have just returned to school. Therefore an Autumn Charity Event was the more realistic option.</p> <p>Cllr Chris Goodman said that at the previous meeting Cllr Rachel Evans BEM had advised that two road closure applications would need to be submitted, in June and September. Cllr Chris Goodman asked Cllr Julie Martin whether this had been done. To which Cllr Julie Martin replied it had not, and therefore it was now too late to submit a road closure application for June. Cllr Kim Brownhill added that this was probably due to members not deciding on a definite date at the previous meeting. So Cllr Chris Goodman once again asked members to come up with a date for September. Cllr Kim Brownhill wondered about the possibility of having a Carnival event at the Lions Autumn Charity Event, given the amount of people that normally turn up to the Carnival. Plus no road closure application would need to be submitted either. Richard Pymm said that he would mention this at the next Lions meeting, but if it was agreed, The Lions would need a representative from Torpoint Town Council to liaise with. He continued by saying that as there would be no arena events at the Autumn Charity Event, entry would be free. This would also reduce costs as no programmes would need to be printed. Cllr Julie Martin asked Richard Pymm where the Autumn Charity Event would be held. Richard Pymm replied the School Field. Cllr Julie Martin felt that having a joint event was a good idea. Richard Pymm said that he would send an initial email about the proposal after the meeting, and if everything was agreed after the next Lions meeting, he would liaise with a TTP rep for putting a programme together. Cllr Chris Goodman said that it had been an exceptional year, and Richard Pymm added that the event would at least give the public something to look forward to and enjoy.</p> <p>Moving on, Cllr John Tivnan BEM informed everyone that the Royal British Legion rededication was due to be held on Sunday 26th September 2021. Cllr Julie Martin added that this date was also being currently suggested for the Freedom of the Town Ceremony. Cllr John Tivnan BEM said he was unaware of this, and would speak to the Town Clerk and RFO about rearranging the Freedom of the Town Ceremony date, as it had taken three attempts to finalise a date and arrangements for VIPs and the Church etc had already been actioned. As there was also a street market planned for that day, Cllr Julie Martin asked Cllr John Tivnan BEM if the market would interfere with the rededication in any way. Cllr John Tivnan BEM said it would not.</p> <p>Jenny Hughes informed everyone that on Sunday 4th July 2021, the</p>	<p>Jenny Hughes</p> <p>Richard Pymm</p> <p>Cllr John Tivnan BEM</p>

	<p>Torpoint Community Cinema would be showing Little Women. And on Saturday 4th September 2021 an outside company would be putting on an outdoor cinema at Benodet Park. The Community Cinema had received a grant of £10,500 to assist them with starting up again, including the COVID-19 measures that would need to be implemented.</p> <p>Cllr Julie Martin said that she would compile a list of dates and circulate this list via Paul Smythe. The TTP Facebook page could also be utilised to promulgate future dates, and people would be able to message the page to add other information. Cllr John Tivnan BEM replied that not everyone was on Facebook, so could flyers be displayed around the town as well. Cllr Julie Martin said that this could be done, and gave the following examples of where the flyers could be displayed; the Library and Community Hub, Link Into Learning, and Town Council noticeboards. Cllr John Tivnan BEM added that flyers could be also be available for those attending the street markets. Cllr Julie Martin said she would draft a list and send it out shortly.</p> <p>Cllr John Tivnan BEM mentioned Christmas Dinners, and Cllr Julie Martin confirmed that the Royal British Legion Christmas Dinner would be held on Saturday 3rd December 2021 was on her list, as was the Remembrance Sunday. Jenny Hughes gave another event and date for the list; a Charity Table Top event on Saturday 4th December 2021.</p> <p>Becky Lingard asked if a date had been set for the Christmas Lights. Cllr Julie Martin replied that it would be either Saturday 27th November 2021 or Sunday 28th November 2021.</p>	<p>Cllr Julie Martin</p> <p>Paul Smythe</p>
<p>11.</p>	<p>Any other Business</p> <p>Cllr Julie Martin informed everyone that both bands and infrastructure were booked for the celebrations to mark Her Majesty The Queen's Platinum Jubilee on Friday 3rd June 2022 at Thanckes Park. Cllr John Tivnan BEM asked if fireworks would be part of the programme. Cllr Julie Martin replied that currently this was undecided, and silent fireworks was a possibility. Cllr John Tivnan BEM said it was unlikely that a traditional fireworks display would be opposed by local residents if they were given plenty of prior warning. This could be achieved by posting flyers through the letter boxes of those likely to be affected. Cllr Julie Martin said that money would be saved if there was no fireworks, but people would be more likely to stay longer if there was. Cllr John Tivnan BEM reiterated his belief that a fireworks display next year would not be a problem if everyone affected was properly prepared, plus he knew someone that was willing to pay for them. Cllr Kim Brownhill asked if the TTP had been formally asked by the Town Council to put an event on. Cllr Julie Martin replied that this could be discussed when the new Town Council meets. Cllr Kim Brownhill added that all councillors on the D&L Committee should ensure that the matter was an agenda item in the future.</p> <p>Cllr Julie Martin told everyone that Cllr Gary Davis was happy to help and support as required, before asking that both Mrs Kelly-Jane Brown and Tony Walsh be included in the distribution of future meeting agendas and minutes.</p>	<p>TTP members who sit on the D&L Committee</p> <p>Town Clerk & RFO</p>
<p>12.</p>	<p>Date of Next Meeting</p> <p>Tuesday 22nd June 2021 at 7:00pm in the Library and Community Hub. Cllr Kim Brownhill mentioned that this meeting would also need to be an AGM. Cllr Julie Martin said that she would notify Cllr Rachel Evans BEM of the date and location of the next meeting, and ended the meeting by thanking the outgoing Chair, Cllr Chris Goodman, for all her support during very challenging times.</p>	<p>Cllr Julie Martin</p> <p>Paul Smythe</p>