



TORPOINT TOWN COUNCIL

MINUTES of a meeting of the Development and Localism Committee held on Thursday 7th April 2022 at 7.00pm in the Council Committee Room, 4 York Road, Torpoint.

PRESENT: - Councillor G J Davis (Chairman), Councillors L E Keise, C R Sawyer, C R Still, J Tivnan BEM and B A Walsh, plus the Town Clerk & RFO (Clerk).

	ACTION
<p>141-21D&L Apologies for absence Apologies for absence were submitted on behalf of Councillor Miss R A Evans BEM (Town Mayor), Councillors Mrs. L Fellows and Mrs. C E Goodman.</p>	
<p>142-21D&L Declarations of Interest relating to items on the Agenda None.</p>	
<p>143-21D&L Minutes of the previous meeting It was resolved that the minutes of the Development and Localism Committee meeting held on Thursday 3rd March 2022 were taken as read, confirmed and signed by the Chairman.</p>	
<p>144-21D&L Matters arising from the minutes a) Plastic Free: - Pursuant to minute 130-21D&L (a) the Clerk gave a report on behalf of Councillor Mrs. C E Goodman, that from the five businesses required to complete this objective, Hearts Kitchen and Beat 4autism CIC have completed, Kathy's Fruit and Veg Shop and the Top Chip Shop have signed up, just awaiting the bottom Town Fryer Chip Shop to sign up. A visit to the Sea Cadets is planned for 28th April. All that remains is to organise the final Steering Group meeting. b) Cornwall Gateway Community Network Panel – revised Antony Road extension of 30mph to include Wilcove junction: - Pursuant to minute 138-21D&L (a) the Chairman (Councillor G J Davis) explained the revised proposals are in keeping with the original suggestions put by the Town Council.</p>	
<p>145-21D&L Community Hub and Library: - a) The Clerk presented the report on behalf of the Community Hub and Library Manager as previously circulated, adding: <ul style="list-style-type: none"> ➤ <i>Footfall and café income</i> – The previous day (Wednesday 6th April) footfall was 171, which is excellent, with cash payments taken at the café the same day exceeding £100. This prompted further discussion amongst Members and it is agreed an 'expenditure' record will be kept, which will evidence how the income generated at the café is expended to the benefit of improving the Community Hub and Library. ➤ <i>Saturday Opening</i> – Saturday opening is currently being planned. b) Income (as circulated 010421 – 310322): - The income summary is noted, see plans, as minuted, to record expenditure as well as café income.</p>	Clerk/ Community Hub & Library Mgr
<p>146-21D&L To consider the Council Business Risk Management a) Budget Variance – Finance Committee Responsibilities: - The Committee considered the February 2022 financial information, as previously circulated and the items relevant to this Committee, there were no concerns.</p>	

The Chairman (Councillor G J Davis) drew Members attention to the current work of the Town Team Project Board (TTPB) and explained that at the next meeting [of the TTPB] it is expected the consultant will be instructed to continue with the next stage of the work, which will include overseeing the Transport Study, which has recently been procured. With the remaining Vitality Funds available, there is the possibility there will be a shortfall of approximately £5k in funding to complete all the next steps. The Town Team Project Board, may therefore, look to the Town Council to bridge this gap in funding, from Town Vision Projects funds.

Council

147-21D&L Items Referred to this Committee

None.

148-21D&L Policies referred to this Committee

a) None.

149-21D&L Devolution of the four Play Parks and tennis courts

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

FACILITY	CURRENT STATUS/ACTIVITY
BOROUGH PLAY PARK	i. Tender approved for additional equipment – part of the programme of work with Sports and Play Consulting. Improvements have commenced at Cambridge Field and are due to be completed at Borough Park by 22 nd April 2022.
CAMBRIDGE FIELD	i. 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. Purchase Order issued for works to install gate, could be up to 8 weeks lead time for gate delivery. Cormac have now dropped the pavement curbs at this site. ii. Improvements have commenced at Cambridge Field and are due to be completed by the middle of April 2022. Letters to local residents’ circulated and information regarding works has been shared on social media.
CHESTNUT CLOSE PLAY PARK	i. Operations Team to measure and price the rail fencing for installation in Winter months, this has not been undertaken as the tennis courts has been prioritised. ii. Anti-social behaviour on site, with damage to signs – reported to the Police.
THANCKES PARK PLAY PARK	i. Tender approved for additional equipment – part of the programme of work with Sports and Play Consulting. Improvements have commenced at Cambridge Field and are due to be completed at Thanckes Park by 22 nd April 2022. ii. Replacement swings ordered.
TENNIS COURTS	i. Re-opened to members of the public. ii. Purchase order for replacement steps placed with contractor. iii) LTA – Clerk is continuing to liaise with the LTA and has now registered the Town Council with the LTA, to instruct CIA to undertake the LITE gate installation/improvements. Slightly more complicated than previously anticipated.
OTHER ACTIVITIES	i. Mowing has started across all parks.

<p>The Clerk explained the parks' consultant is scheduled to visit on Monday 25th April 2022, to handover the three parks' projects. (Chairman asked to be reminded about this meeting date.)</p>	Clerk
<p>Following a question from Councillor B A Walsh, Members discussed the current condition of the damaged 'top' boundary wall at Cambridge Field. It is agreed the Clerk will seek a quotation from the contractor Wayne Bowden (Building Maintenance and Repair) to make repairs to the boundary wall.</p>	Clerk
<p>The Clerk explained the work to install / make a top entrance and install a gate at Cambridge Field has been instructed, although there may be a delay with delivery of the gate.</p>	
<p>150-21D&L Planning Applications None.</p>	
<p>151-21D&L Localism a) Town Team Project Board (TTPB): - Pursuant to minute 136-21D&L (a) the Chairman (Councillor G J Davis) referred to his previous comments on the Town Team Project Board and highlighted the next meeting is scheduled for Monday 11th April. b) Vision and other Projects. i) Swimming Pool Feasibility Study to be located in Torpoint, Cornwall: - Pursuant to minute 136-21D&L (b. i.) Councillor J Tivnan BEM explained the meeting with Torpoint Community College had taken place; following the meeting a letter had been requested and received from the Chairman of the Torpoint and Rame Active Community Network, supporting working together [with the Swimming Pool next steps group] to further investigate securing a Sports Complex for the town. Councillor J Tivnan BEM subsequently proposed the submission of a pre-application to Cornwall Council Planning for the Sports Complex on land at Torpoint Community College. Further debate and questioning regarding specific details of what is included in the pre-application to Cornwall Council ensued. Councillor C R Still advised the plan is for the Torpoint and Rame Active Community Network to include an 'eleven by eleven All Weather Pitch' in the project. The Chairman (Councillor G J Davis) seconded the proposition and it is recommended the council submits a pre-application to Cornwall Council Planning for the Sports Complex on land at Torpoint Community College. Councillor Tivnan agreed to email all members of the Swimming Pool working party to communication this update, in advance of the council meeting. ii) Torpoint Environmental Action (TEA) initiative: - Pursuant to minute 136-21D&L (b. ii) in the absence of Councillor Mrs. C E Goodman there was no update. c) Neighbourhood Development Plan: - The Chairman (Councillor G J Davis) explained the Neighbourhood Development Plan steering group met earlier this week and has approved the proposed amendments to the policies. The Chairman detailed the current position of the two consultants who had been working for LRM Planning (one who has left to live and work abroad, with one setting up an alternative planning consultancy business). Members of the steering group had supported the continuation of working with the original planning consultant, explaining the council needs to liaise with LRM Planning to negate the existing contract which is place and take out a new contract directly with the original planning consultant.</p>	<p>Council Cllr Tivnan</p> <p>Council</p>
<p>152-21D&L Accounts for payment: -</p>	

Contact Name	Invoice Number	Total	Tax Total	Net	Description
Cornish Tea & Cornish Coffee Co Ltd	Invoice SL58236	431.30	0.00	431.30	Café supplies
Jet Wash Away	Invoice SI-507	840.00	140.00	700.00	External restoration clean of Ellis Monument
Cornwall Council - Sea Gull Proof Sacks	Invoice 8100237037	90.00	0.00	90.00	Seagull proof sacks
RD Johns Ltd	Invoice 782758	109.32	10.47	98.85	Café supplies - Ukraine fundraiser
RD Johns Ltd	Invoice 777676	37.50	6.25	31.25	Café supplies
RD Johns Ltd	Invoice 774771	140.76	9.43	131.33	Café supplies
The Play Inspection Company	Invoice 53332	525.24	87.54	437.70	Outdoor Annual Inspection
Biffa	Invoice 522C15760	55.40	9.24	46.16	Chambers waste collection
Biffa	Invoice 522C15759	30.71	5.13	25.58	Chambers recycling collection
Biffa	Invoice 522C15758	42.44	7.08	35.36	Library waste collection
Biffa	Invoice 52215757	30.71	5.13	25.58	Library recycling collection
Cornwall Council - Garage	Invoice 34190700166	61.32	10.22	51.10	Garage Rental 04.04.22 - 01.05.22
Don Benson	Invoice 25	60.00	0.00	60.00	Clock winding March 2022
Cornwall ALC Limited	Invoice 2223_192	2,365.02	321.32	2,043.70	Annual Membership Subscription 2022/23 - CALC
Hampshire Flag Company	INV3293	250.47	41.75	208.72	Jubilee 2022 Bunting
Cornwall Council - Rm 6 Bus Rates	802720466	109.91	0.00	109.91	Bus Rates April 2022
Cornwall council - Bus Rate Library	802715760	344.30	0.00	344.30	Library Bus Rates April 2022
Cornwall Council - Bus Rate Chambers	802311466	1,513.75	0.00	1,513.75	Business Rates April 2022
BT	VP91196470	616.39	102.73	513.66	Quarterly invoice to 27 March 2022
<p>The Clerk was questioned about an invoice (50% payment in advance of receipt of goods), which had been presented for payment, it is agreed the Clerk will review Financial Regulations and seek further advice, before either presenting to council for payment, or alternatively, seeking additional quotations for the item to be procured.</p>					
153-21D&L Correspondence: -					

Clerk



<p>a) Town and Parish Council Newsletter 11 March 2022 – Apply for CIL funding from 4 April – Cornwall Council: - Members considered the information as previously circulated and it is agreed to help promote the availability of CIL funding from Cornwall Council, via social media and the council Newsletter. Councillor J Tivnan BEM was keen to look at a possible project idea which could fit the criteria for a CIL funding bid.</p> <p>b) Expansion of local business (at tennis courts) – Zinns Coffee and Cake: - Members considered the information as previously circulated and it is agreed the Clerk will thank the correspondent for his suggestions with the possibility to explore his ideas further, plus advise the Friends of Thanckes Park Group and Councillor M J Spurling about the ideas.</p> <p>c) Forthcoming Talks: Mt Edgcombe Country Park in Context – the Rame Protection Group: - Noted.</p> <p>d) Pledge to Paint YMCA Community Centre, Torpoint – YMCA Community Centre, Plymouth: - Members considered the proposals as put and were enthusiastic to support this project with advertising, recommendations of other possible supporters, with an opportunity of support from Members and Officers of the council. Additionally, YMCA Sports club users should be invited to participate.</p>	<p>Clerk Cllr Tivnan</p> <p>Clerk</p> <p>Clerk</p>
<p>154-21D&L Date of next meeting <i>Wednesday 4th May 2022, Councillor C R Still submitted his apologies in advance for this meeting.</i></p>	
<p>155-21D&L Any Business that has been disclosed to the Chairman and members prior to the meeting. None.</p> <p>Meeting closed at 8.06pm _____ Chairman</p>	