



MINUTES of the Torpoint Town Partnership (TTP) meeting held on Tuesday 19th April 2022 at 7.00pm in the Torpoint Library and Community Hub.

PRESENT: Cllr Ms Rachel Evans BEM - The Mayor (Chair), Cllr Mrs Kim Brownhill - Treasurer, Paul Smythe - Community Hub and Library Development Manager (CH&LDM), Cllr Mrs Julie Martin (Cllr JM), Cllr John Tivnan (Cllr JT) BEM, Mrs Jenny Hughes (JH), Mrs Julie Morris (JM), Mrs Lyn Murray, Andy Martin (AM), Richard Pymm (RP).

		ACTION
1.	Welcome - Chair The Chair welcomed all members to the meeting.	
2.	Apologies for absence Apologies received from Mrs Kelly-Jane Brown and Cllr Chris Goodman.	
3.	Minutes of the previous meeting held on Tuesday 29th March 2022 (as circulated) The minutes for the previous meeting were read and accepted as an accurate record.	
4.	Report from the Treasurer The Treasurer informed the meeting that the current balance in accounts remained at £5024.26. This figure included £3,272.25 set aside for defibrillator funding. Thus leaving a working balance of £1,772.01.	
5.	<p>Planned Events/Diary Dates</p> <p>i. The Queen’s Platinum Jubilee Celebrations 2-5 June 2022. The Chair invited the Treasurer to begin updating members on arrangements for Thursday 2nd June:</p> <p>Community Choir. The Treasurer informed everyone that Sylvia Fraser was unable to help form a community choir. The Chair said realistically it would now be a major challenge to form a choir in six weeks. Cllr JM agreed, and added that the song was not an easy one to perform either. It was agreed that a recording would be more suitable to be played when the beacon was being lit. It was suggested that Jeremy Lock should be able to find a suitable version. Cllr JM will liaise with Jeremy.</p> <p>Lighting of the Jubilee Beacon. The Treasurer said that someone was still to be found to assist the Mayor with the lighting of the beacon. The idea was for this someone to be 70 years old, and born close to The Queen’s accession date. Cllr JM confirmed that The Queen acceded to the throne on 6th February 1952, and the Treasurer mentioned about the need to further publicise, “For a special person to do a special job.” The Chair said that the next Town Council Newsletter would be produced and circulated before the event, and Cllr JM offered to post the request on the</p>	<p>Cllr JM Jeremy Lock</p> <p>Cllr JM</p>

<p>Jubilee Facebook page, plus share it with others.</p> <p>Jubilee Beacon Tart. Library Information Assistant, Kate Jackson, had kindly provided members with a Jubilee Beacon Tart to sample. The tart was baked with ingredients from all four UK countries. The tart was delicious and it was agreed it should be served at the Big Lunch on Sunday 5th June. The Chair would speak to Mrs Jackson to see if she was able to provide 7 tarts. It was also agreed that she should be invited as a guest host.</p> <p>Piper. Cllr JT was still looking for a piper, but would keep trying. The Chair asked Cllr JM to post something on Facebook, and to include the name of the piece, 'Diu Regnare', when doing so.</p> <p>Bugler. The bugler has confirmed, and will play the piece 'Majesty'. Chair will confirm with Leanne Jones.</p> <p>Jubilee Beacon. The beacon is being checked.</p> <p>The Queen's Platinum Jubilee Beacon Trail. The Chair said that the Town Clerk & RFO had recently distributed an email provisionally naming the locations for the High Street Safari augmented reality trail. These locations being:</p> <ul style="list-style-type: none"> • Benodet Park. • Fire Station. • Council Chambers. • Post Office. • Cornerstone Church. • Library and Community Hub. • Rendel Park. <p>The Treasurer added that the trail would be available for 4-5 weeks, and Cllr JM added that she believed the going live date to be 30th April. But she would check this date with the Town Clerk & RFO, plus discuss how best to publicise the event. The Locations were agreed and the Chair would confirm with the Town Clerk & RFO their suitability. The Chair continued by saying that the event would be jointly funded by Local Community Markets and the TTP, and congratulated the Treasurer for finding out about High Street Safari in the first place.</p> <p>The Chair mentioned that it was her intent to ask Councillors for their support at the next meeting of the Town Council, on Thursday 21st April. The Chair then asked Cllr JM and AM to begin updating members on plans for Friday 3rd June. AM began by saying that the official opening start date had been put back to 1300, and the park would be open from midday with some music in the background. The current proposed running order is as follows:</p> <ul style="list-style-type: none"> • Torpoint Silver Band (1230). • The Coppola School of Performing Arts. • Torpoint Lady Singers. • Karate Club. • Torpoint Community College. • Billy Whizz. • GraceNotes. • Rugby Club. • Ukulele Band. • Billy Whizz. 	<p>Chair</p> <p>Cllr JT Cllr JM</p> <p>Cllr JM</p> <p>Chair</p>
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<ul style="list-style-type: none"> • Cornish Groove Collective. • Sarah Webber. • Stone River Band. • The Compilations. • Fireworks (2250). <p>Space for Stall Holders. The Treasurer asked if there was space for stall holders to leave, and Cllr JM replied that it was intended to have a break between 1700-1800.</p> <p>Cllr JM then mentioned that Kelly-Jane Brown had suggested a world record attempt on the day, trying to beat the record that 406 people at Rainford’s Picnic in the Park, on Merseyside achieved, dancing to the song ‘Oops Upside Your Head’.</p> <p>However, once an application to set or break a world record had been submitted to Guinness World Records, it could take up to twelve weeks to be reviewed and accepted. Or alternatively, pay £500 and get a reply back within five working days. Cllr JT said that he had already previously logged an application with Guinness World Records, and would check to see if the registration was still open for use with a change of title.</p> <p>AM said that there was no room left for other acts. The Chair asked if many stalls had been booked. Cllr JM replied not many, so it would be worth speaking to the market stall holders at the next market on Sunday 24th April, plus pushing another post out on Facebook. The Treasurer asked about confirmed catering stalls, and Cllr JM listed the following:</p> <ul style="list-style-type: none"> • Kerry’s Kerbside Kitchen. • Town Fryer. • Zinns Coffee & Cake. • Friends of Thanckes Park. <p>Cllr JM also mentioned that she had seen hog roast caterers the previous weekend, and wondered whether to give them a call. Cllr JT added that Bray’s at Tideford might be able to provide a mobile catering service. As he would be visiting Bray’s tomorrow, he would enquire then, before letting Cllr JM know the outcome later that evening.</p> <p>JH asked if flyers could be produced to hand out to stall holders on the next market day. Cllr JM said that she would design a flyer.</p> <p>Volunteers. The Treasurer asked if someone knew how many marshals would be needed on the day. And RP added that numbers, roles and responsibilities, would be required so that a timetable for the coordinating of volunteers could be created. It was agreed the Town Council Operations Manager would coordinate the marshals and the Chair said that she would speak with him. RP said that the subject of volunteers for the event would be discussed at the next Lions business meeting in early May.</p> <p>Grass. Cllr JT said that the grass would need to be cut by the Tuesday before the big event, at the very latest. And added that he had received no news regarding the gate.</p> <p>Sunday Lunch. Moving on to the Sunday Lunch on 5th June, the Chair said that the Town Clerk & RFO was due to speak to Cornish Pod about catering for 70 guests, plus others invited to attend. The Town Council Operations Team would set the hall up for the event, but volunteers would</p>	<p style="text-align: center;">Cllr JT</p> <p style="text-align: center;">Cllr JM</p> <p style="text-align: center;">Cllr JT</p> <p style="text-align: center;">Cllr JM</p> <p style="text-align: center;">Chair</p> <p style="text-align: center;">Town Clerk & RFO</p>
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	<p>be needed to help during the event.</p> <p>70th card. On behalf of Kelly-Jane Brown, Cllr JM updated members about the 70 photo. She said that two options had been created, and within both options, was the ability to change background and layout. Once the final requirements were finalised, Kelly-Jane Brown would pass the artwork to the Town Clerk & RFO via a USB stick. Cllr JM passed both options around the table via her smartphone for members to pass comment. And the decision was made to remove the two Union flags on the busier layout, which would also be the one used for the birthday card. The less busy layout would be used for the postcard. The Chair said she would speak to the Town Clerk & RFO tomorrow about getting a price for 1,000 postcards to be printed.</p> <p>As the drone company and graphic designer had given their services for free, Kelly-Jane Brown thought it was only right to send them both letters of appreciation from the Town Council.</p> <p>LM asked if the children involved would receive a copy of the photo, and the Chair said she would speak about this with the Town Clerk & RFO tomorrow.</p> <p>Time Capsule. Cllr JT said that he would be contacting local organisations (including the three schools) to ask them if they would like to deposit an A4 size photo or a medallion of some description in a time capsule buried in a garden on North Road. The deadline date for organisations that wanted to submit something would be Monday 23rd May. Cllr JT was willing to provide prizes to the best submission from each school. Plus he was hoping to get permission from the Town Clerk & RFO to store a full list of submissions in a sealed envelope in the Town Council security container.</p> <p>ii. Forward Plan for 2022.</p> <p>Royal British Legion (RBL) Re-dedication of the Standard Service. Cllr JT reminded everyone that the RBL Re-dedication of the Standard Service was due to be held on Sunday 15th May. All uniformed organisations had been invited.</p> <p>Town Carnival. The Chair said that it was now time to make a final decision about whether to have a Town Carnival this year or not. With it being a very busy year for all, due largely to time and effort spent on organising The Queen's Platinum Jubilee Celebrations, it was unanimously agreed that there would be no Town Carnival this year.</p>	<p>Kelly-Jane Brown</p> <p>Chair</p> <p>Town Clerk & RFO</p>
<p>6.</p>	<p>Any other Business</p> <p>Defibrillators. After a brief update from JH, and some general discussion amongst members, it was agreed that JH would write to the Town Council with the following proposal:</p> <ul style="list-style-type: none"> • All defibrillator funding currently held in the TTP account to be transferred to the Town Council. • The Town Council to purchase a mobile Automated External Defibrillator (AED) complete with carry sleeve on behalf of the TTP. • The remainder of the defibrillator funding be used for the maintenance of the mobile AED, plus the seven other 24 hour AEDs in Torpoint. • The Town Council to be the custodian of the mobile AED, controlling who it is loaned to, and when. <p>The Chair asked JH to write promptly to the Town Council with her proposal, so that she could raise the matter at the next Town Council</p>	<p>JH</p> <p>Chair JH</p>

	meeting on Thursday 21st April. JH was also asked to contact Bill Booth at the 200 Club, to find out more information about their AED. Cllr JT said he would send JH Bill Booth's email address.	JH JT
7.	Date of next meeting Tuesday 17th May 2022 at 7:00pm in the Torpoint Library and Community Hub.	