



TORPOINT TOWN COUNCIL

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

PRESENT: - Councillor G J Davis (Deputy Town Mayor) (Chairman), Councillor Miss R A Evans BEM (Town Mayor), Councillors Mrs. K Brownhill (substitute for Councillor L E Keise), Mrs. L Fellows, Mrs. C E Goodman, C R Sawyer, C R Still, J Tivnan BEM and B A Walsh, plus the Town Clerk & RFO (Clerk).

	ACTION
<p>33-22D&L Apologies for absence Apologies for absence were submitted on behalf of Councillors L E Keise and Mrs. J M Martin (who has been granted a temporary leave of absence for the following two months, due to personal reasons).</p>	
<p>34-22D&L Declarations of Interest relating to items on the Agenda a) An NRI (Non-Registerable Interest) was declared by: - Councillor Mrs. L Fellows – (Agenda Item 13f St John Ambulance Hall – Beat3autism CIC – as author of the correspondence.) b) An NRI (Non-Registerable Interest) was declared by: - Councillor C R Still – (Agenda Item 11b i Sports Facilities – All-Weather Pitch as Chairman of the Torpoint and Rame Active Community Network.)</p>	
<p>35-22D&L Minutes of the previous meeting It was resolved that the minutes of the Development and Localism Committee meeting held on Wednesday 1st June 2022 were taken as read, confirmed and signed by the Chairman.</p>	
<p>36-22D&L Matters arising from the minutes a) Plastic Free: - Pursuant to minute 21-22D&L (a), Councillor Mrs. C E Goodman was pleased to confirm the steering group meeting to complete the final stage of securing Plastic Free status for Torpoint, has been scheduled for Thursday 14th July, 4.00pm in the Committee Room at the Council Chambers, the meeting agenda has been formally circulated. Councillor Goodman will deliver a Powerpoint presentation at the meeting detailing “Torpoint’s Journey to a Plastic Free Community Status”. There are now 18 community Allies signed up, with only 15 required for the status. b) Pledge to Paint YMCA Community Centre, Torpoint: - Pursuant to minute 21-22D&L (b), the Clerk explained further marketing has been taking place with the Pledge to Paint scheme planned for August. The Clerk re-iterated the Town Council will provide employees support to the initiative.</p>	Clerk/ All
<p>37-22D&L Community Hub and Library: - a) The Clerk presented the Community Hub and Library report as previously circulated; the Chairman thanked the Community Hub and Library manager for the report. b) Income (as circulated 010422 – 310622): - The income summary is noted, which details the comparison with last years’ café income and expenditure.</p>	

<p>38-22D&L Policies referred to this Committee</p> <p>a) Update on the Implementation of the Equality, Diversity & Inclusion Policy, include Best Practice Document, Equality & Diversity Training, the formation of a Disabled Working Party & undertaking access audit.</p> <p>Members reviewed the Terms of Reference of the Torpoint Diverse Advisory Panel and it is recommended to agree to: -</p> <p>i) Confirm the Torpoint Diverse Advisory Panel Terms of Reference;</p> <p>ii) Undertake an access audit at a cost of approximately £700 plus VAT, funded from Vision Projects;</p> <p>iii) Advertise for disabled residents' to join Torpoint Diverse Advisory Panel.</p> <p>The Chairman thanked Councillor Mrs. L Fellows and the Clerk for work on this project.</p>		<p>Clerk</p> <p>Council</p>
<p>39-22D&L To consider the Council Business Risk Management</p> <p>a) Budget Variance – Finance Committee Responsibilities: -</p> <p>The Committee considered the May 2022 updated financial information, as previously circulated and the items relevant to this Committee, there were no concerns.</p>		
<p>40-22D&L Items Referred to this Committee</p> <p>None.</p>		
<p>41-22D&L Devolution of the four Play Parks and tennis courts</p> <p>a) Report on the devolved sites from the Clerk/Operations Manager: -</p>		
FACILITY	CURRENT STATUS/ACTIVITY	
BOROUGH PLAY PARK	No issues.	
CAMBRIDGE FIELD	<p>i. Operations Manager considering reducing height of hawthorn hedge to allow greater visibility into the park as a way of reducing anti-social behaviour.</p> <p>ii. CCTV quotation for equipment as attached, notes of the quotation highlight:</p> <ul style="list-style-type: none"> ➤ A 1m x 1m concrete base is to be installed by others at NO cost to Security Dynamics adjacent to the existing electric box. However, should you require, we can arrange this for you at an additional cost. ➤ Power needs to be supplied at the bottom of the pole by others at NO cost to Security Dynamics. ➤ Remote viewing will require a minimum of 1MB upload speed and is out of Security Dynamics control. <p>iii) Liaise with Biffa regarding installation of third bin at new entrance.</p>	
CHESTNUT CLOSE PLAY PARK	i. Operations Team to measure and price the rail fencing.	

THANCKES PARK PLAY PARK	<ul style="list-style-type: none"> i. Trampoline in Thanckes Park repaired and spares delivered in case of future issues. ii. Swings replaced in Thanckes Park 	
TENNIS COURTS	<ul style="list-style-type: none"> i. Works to replace the steps are completed. ii. LTA – Discuss and agree next steps, following Tour of Torpoint undertaken 30th June 2022. ACTION iii. Tennis Hut. ACTION iv. Disability access to be discussed. 	
OTHER ACTIVITIES	<ul style="list-style-type: none"> i. Mowing is continuing across all parks. ii. New employee – Induction progressing very well, including undertaking 2 day LANTRA Brush Cutter training with another employee. iii. Mower Training Booked for two employees, 18th July. 	
<p>The Clerk referred to the report: -</p> <ul style="list-style-type: none"> i) Cambridge Field Hedge – more information on the proposal to reduce the height is being sought. ii) CCTV proposal at Cambridge Field – it is agreed not to pursue this quotation in this financial year. iii) Clerk to action quotation for an additional bin to be emptied, by BIFFA, along with the purchase of an additional bin for the second entrance at Cambridge Field. iv) Tennis Courts – following the members walk around the town, all agreed not to pursue the installation of a gated access, which would be chargeable, linked to the LTA (Lawn Tennis Association) in this financial year. The Chairman minuted thanks to the LTA for all their support. In order to introduce better accessibility to the tennis courts, the committee is reviewing installation of accessible gate(s) to the top tennis court. The Clerk/Operations Manager are required to seek quotations to replace an existing segment of the fence with either one or two disabled access gates. During the discussions, it was highlighted that the second court could also have better accessibility in the future however, due to cost implications, the current proposal would be to enable better access to the top tennis court. v) Tennis Hut – the Chairman and Operations Manager will continue as originally planned. Once costing information is known, a product initiation document, may be required to be completed. 		Clerk/ Ops Mgr
<p>42-22D&L Planning Applications</p> <p>a) PA22/05877 – Part ground floor and part first floor extension – 56 Penlee Park, Torpoint PL11 2PZ.</p> <p>It is resolved there are no objections or observations.</p>		
<p>43-22D&L Localism</p> <p>a) Town Team Project Board (TTPB): -</p> <p>Pursuant to minute 28-22D&L (a) the Chairman (Councillor G J Davis) explained a meeting of the Town Team Project Board will be arranged in the next couple of weeks. Following recent</p>		

meetings, the one page document summarising the proposals for the Lower End of Fore Street Redevelopment, has been prepared and it will be distributed in due course. It is anticipated the two Cornwall Councillors will meet with the Cornwall Council Portfolio Holder (Councillor Louis Gardner) next Tuesday 12th July. Levelling Up and Shared Prosperity Fund opportunities are being considered. The one page document will be shared with Town Council Members also.

b) Vision and other Projects.

i) Sports Facilities - Swimming Pool, letter of support for the All-Weather Pitch, St Columba and Torpoint RFC

Pursuant to minute 21-22D&L (c) and 28-22D&L (b. i) the Chairman recorded in the minutes the decision not to submit an Expression of Interest to Cornwall Council for CIL funding for feasibility study work around the sports facilities.

The Clerk requested the minutes record the sum of funding which is included in the letter of support for the All-Weather Pitch project and it is **resolved** that the financial contribution is in the region of £100-£150k, with the funding amount, terms of funding, duration and repayments, to be discussed over the coming months along with the delivery organisation and will be dependent on four conditions. The Torpoint and Rame Active Community Network, Chairman and Clerk met earlier this week and are now planning a meeting to be held next week at Torpoint Community College with other stakeholders, including the Town Mayor (Councillor Miss. R A Evans BEM).

The Clerk had received a reply from Sport England regarding advice sought on the pre-application of the Swimming Pool project. It is agreed the working party group will meet to review the response and information that had been circulated today.

ii) Torpoint Environmental Action (TEA) initiative: -

Pursuant to minute 28-22D&L (b. ii) Councillor Mrs. C E Goodman provide the following update on the TEA initiative: -

- World Oceans Day - Torpoint and Rame Peninsula Lions and TEA joined together to litter pick along St John's Lake, Torpoint, to mark World Oceans Day.
- The TEA Litter Picking Group have noted a problem with residents' putting out rubbish bags too early and seagulls at getting at the rubbish. Photographs of the resultant debris has been forwarded to Cornwall Councillor John Tivnan for follow up.
- The TEA Litter Group have been weighing the weekly litter collections and noting the location where it was collected. The group will be able to give a comprehensive overview of littering in the town going forward.
- Clean Cornwall online meetings start again next week.
- Friday 29th July 2022 from 10.00 am -12.00 noon at Bénodet Park. 'Bring your own bike or scooter to the Park'. Balance bikes are being loaned from Torpoint Nursery and Infant School for the event.
- TEA Terms of Reference – the SEA (Saltash Environmental Action) have been contacted for information sharing.

The Chairman (Councillor G J Davis) thanked Councillor Goodman for the detailed update on the group.

c) Neighbourhood Development Plan: -

The Chairman (Councillor G J Davis) explained the liaison with the current contractor is ongoing and further correspondence is now awaited on the matter. As soon as further information is

Clerk

Council

known, a NDP Steering Group meeting will be called and council members advised of the situation.
d) Platinum Jubilee Festival – update on income / expenditure: -
The Clerk detailed the income and expenditure incurred from the Platinum Jubilee Festival and other events. Members were delighted to see the income generated, highlighting significant donations received from MR Bars and The Town Fryer. It is agreed the Mayor will correspond and thank both organisations, for and on behalf of the Town Council.

Cllr Evans

44-22D&L Accounts for payment: -

Contact Name	Invoice Number	Total	Tax Total	Net	Description
St John Ambulance	Invoice SP22003888	288.00	48.00	240.00	First Aid and Medical Cover at Platinum Jubilee
FOY-AIR Enterprises Ltd T/A LittleMops	Invoice 1742	35.99	6.00	29.99	Cleaning supplies
Seated Furniture	INV-047932	1,852.08	308.68	1,543.40	LDF
Cornwall Council	Invoice 8100270545	65,255.75	72.00	65,183.75	Salaries April - June
Cornish Tea & Cornish Coffee Co Ltd	Invoice SL61221	36.26	0.00	36.26	Café Supplies
Duchy Defibrillators	Invoice JN821	1,030.20	171.70	858.50	Heartsine 500P defibrillator
BT	Acc VP91196470	683.02	113.83	569.19	Regular charges bundled services 01.04.22 - 31.08.22
Atlas Graphics	Invoice 19462	54.00	9.00	45.00	Road Closure notices
Cornwall Council - Garage	Invoice 34190700166	61.32	10.20	51.12	Garage Rental 27.06.22 - 24.07.22
Complete Business Solutions Group Ltd	Invoice SINV03236216	14.54	2.42	12.12	Stationery
Cornwall Council - Dog Waste Bags	Invoice 8100267333	25.02	4.17	20.85	Dog Waste Bags
Complete Weed Control	Invoice SW3327	1,632.00	272.00	1,360.00	Weed control
RD Johns Ltd	Invoice 913010	39.03	5.78	33.25	Café supplies

45-22D&L Correspondence: -

a) Traffic Calming Measures A374 – D Ward.
Due to the location of the proposals, the Clerk is instructed to forward all correspondence to Antony Parish Council and Councillor Mrs. K Ewert.

Clerk

<p>b) Public Electric Charging Points – S Mahoney. Councillor J Tivnan BEM explained information on this had been circulated in a previous report to Council, Clerk to ensure this information is forwarded.</p> <p>c) Levelling Up and Regeneration Bill information – CALC. Noted.</p> <p>d) CALC Training Bulletin July & August 2022 – CALC. Noted.</p> <p>e) Skills For Growth – The People Hub. Noted.</p> <p>f) St John Ambulance Hall – Beat4autism CIC: - Noted.</p> <p>g) Raizer Chair distribution – O Vigo Torpoint Tri-Service Safety Officer: - The Clerk to acknowledge and thank the Torpoint Tri-Service Safety Officer for his work on this project.</p>	Clerk
<p>46-22D&L Date of next meeting Thursday 1st September 2022. Councillor J Tivnan BEM explained he may have to submit his apologies for this meeting.</p>	
<p>47-22D&L Any Business that has been disclosed to the Chairman and members prior to the meeting. None.</p> <p>Meeting closed at 8.20pm _____ Chairman</p>	