

MINUTES of a meeting of the Development and Localism Committee held on Thursday 13th April 2023 at 7.00pm in the Council Committee Room, 4 York Road, Torpoint.

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

ALSO PRESENT: - Councillor Mrs. J L Reeves.

	ACTION
<p>145-22D&L Apologies for absence Apologies for absence were submitted on behalf of Councillor Miss R A Evans BEM (Town Mayor).</p>	
<p>146-22D&L Declarations of Interest relating to items on the Agenda None.</p>	
<p>147-22D&L Minutes of the previous meeting It was resolved that the minutes of the Development and Localism Committee meeting held on Thursday 2nd March 2023 were taken as read, confirmed and signed by the Chairman.</p>	
<p>148-22D&L Matters arising from the minutes a) Update on Equality, Diversity and Inclusion: - Pursuant to minute number 133-22D&L (b) Councillor Mrs. L Fellows summarised: - 1. The next meeting of Torpoint Diverse Advisory Panel is scheduled for Wednesday 19th April and initially members are meeting at 4.00pm at Bénodet Park. One of the panel members, who uses a manual wheelchair, will then attempt to access Thanckes Park play-park, via the skate park. 2. Work is progressing to consider applying for funding to undertake the accessibility videos etc., on the understanding this filming work will likely be offered for tender. (A Project Statement will need completing for project value £1k-£5k and Project Initiation Document for projects valued in excess of £5k.) Agreed at future committee meetings, this will be a standing agenda item. b) Replacement gate Thanckes Park play park: - Pursuant to minute 133-22D&L (c) the Clerk explained the installation is being planned for after the current school holidays. c) For the next Newsletter, draft explanation of what the council does and set up Linked In profile: Pursuant to minute 134-22D&L (a) the Chairman (Councillor G J Davis) offered to support the Town Mayor with the drafting of this publicity, in order to meet the next Newsletter deadline. The Clerk added, the Linked In profile is still to be actioned. d) Consider submission of grant funding application to the Community Capacity Fund: - Pursuant to minute 142-22D&L (d), all agreed to defer a decision of making an application to the Community Capacity fund, should members have suggestions in the future, (applications are accepted until November 2023), then this can be reconsidered again. A link to the funding website should be included in the next newsletter. e) CONFIDENTIAL correspondence – Cornwall Council: - Pursuant to minute 142-22D&L (e), the Clerk referred to CONFIDENTIAL correspondence previously shared.</p>	<p>Clerk</p> <p>Clerk</p>

149-22D&L Community Hub and Library: -

- a) The Clerk presented the Community Hub and Library report as previously circulated: -:
- There is another opportunity to submit a further funding bid, for community hub support, to Volunteer Cornwall. The opportunity this time will be to apply for, either "Gold, Silver or Bronze" funding, up to an amount of £20,000 (for Gold), to be paid to support the next 12 months. Members' were enthusiastic to apply again for this funding, once the opportunity to do so is advised.
 - Additionally, recent information has been circulated, via Volunteer Cornwall, detailing an opportunity from NHS Charities Together who distribute monies raised nationally for the NHS. They are looking for projects in Cornwall that tackle social isolation and loneliness and have over £267,000 to share across approximately five projects in Cornwall. Unfortunately, applications need to be submitted by 21st April 2023, therefore it is unlikely we will look to be included in the funding opportunity.
- b) Café Income and Expenditure: -
Noted, delighted to see the increased profit for Dreckly's café.

150-22D&L Policies referred to this Committee

None.

151-22D&L To consider the Council Business Risk Management

- a) Budget Variance – Development and Localism Committee Responsibilities: -
The Committee considered the February 2023 financial information, as previously circulated and the items relevant to this Committee, key discussion was around: -
- Production and distribution of the newsletter.

152-22D&L Items Referred to this Committee

None.

153-22D&L Devolution of the four Play Parks and tennis courts

- a) Report on the devolved sites from the Clerk/Operations Manager: -

FACILITY	CURRENT STATUS/ACTIVITY
BOROUGH PLAY PARK	
CAMBRIDGE FIELD	<p>i. The Cradle swing at Cambridge field has had to be removed, due to a split in the seat. As this piece of equipment is less than one year old, the swing has been repaired and returned, although we are awaiting a visit from the suppliers to reinstall.</p> <p>ii. Bin emptying is now going as per service agreement after some missed collections at the start.</p> <p>iii. Boundary wall repairs to be undertaken, contractor instructed.</p>
CHESTNUT CLOSE PLAY PARK	<p>i. Operations Team to measure and price the rail fencing. Inspection report 2022 suggests a risk assessment as an alternative to replacing fence (can be considered at the next asset tour).</p>
THANCKES PARK PLAY PARK	<p>i. CCTV has now been installed and is still awaiting adjustment, as picture is not as clear as HD footage should be. Invoice has therefore not yet been issued.</p> <p>ii. Musical instrument 'drumstick' missing. Enquires made to source replacement for this and the damaged drums.</p>

	<p>iii. Replacement entrance gate has arrived, awaiting installation, contractor will install after the Easter holiday.</p> <p>iv. Trampoline surround has been damaged; the team have repaired but a replacement section has been ordered.</p>	
<p>TENNIS COURTS and TENNIS HUT</p>	<p>i. Tennis Hut. 1st phase completed and works to improve presentation of the outside are scheduled for the coming month. Works to make the inside of the hut usable will continue throughout the year as and when regular work schedule allows.</p> <p>ii. Disability access tour now undertaken, also a visit for the LTA has highlighted there could be funding available to install disabled access at the top court. A meeting was held in March, the Operations Manager is awaiting an updated quote.</p>	
<p>OTHER ACTIVITIES</p>	<p>i. Mowing continues.</p> <p>ii. Tree branches at skate park are partially blocking CCTV camera, which also overlooks Thanckes Play Park. Been advised that branches MUST NOT be removed by Town Council staff in the future. Email received from Cornwall Council 07 December 2022. Cormac can carry out the work but Torpoint Town Council will need to fund this.</p> <p>iii. Torpoint Ramps Forum – two free trips to skate parks have taken place. FoTP would be willing to part fund Team Rubicon for another skate park event</p> <p>ACTION</p>	
<p>The Chairman (Councillor G J Davis) highlighted all operations updates relating the devolved parks and tennis courts should now be reported to the Finance and Operations Committee.</p> <p>The Clerk referred to the report, the following was highlighted: -</p> <ul style="list-style-type: none"> ➤ The Operations Manager and Clerk have been meeting with the LTA regarding the possible installation of a booking and gate access to manage the tennis courts at Thanckes Park, with information on this previously shared. The Chairman (Councillor G J Davis) explained a costed Project Statement is required for this project, which will be considered by this committee, adding it may be worthwhile liaising with the LTA again about funding opportunities for resurfacing the tennis courts. ➤ The Clerk drew attention to a request, via the Friends of Thanckes Park group, who would be willing to share the cost of an event at the skate park, organised by Team Rubicon, similar to previous years. Members supported part-financing an event at the skate-park, suggesting the Friends of Thanckes Park group could host the event. 		<p>Clerk</p> <p>Clerk/ Ops Manager</p> <p>Clerk</p>
<p>154-22D&L Planning Applications None.</p>		
<p>155-22D&L Localism a) Town Team Project Board (TTPB): - Pursuant to minute 139-22D&L (a) the Chairman (Councillor G J Davis) explained and referred to the recent Town Team Project Board meeting held on Wednesday 12th April. He continued, giving more details about the four funding bids (some information is copied from the minutes of the meeting): -</p>		



Torpoint Project 1 – One Public Estate Bid & Removal of the Police Station

Giving an update on the critical timings, issues and risks of this project.

Torpoint Project 2 – Growth Fund Bid for £4m – Jetty

Giving an update on the position of the bid, submitted early December 2022, discussions and meetings had been held since the opportunity to re-submit a funding application had been given. However, it was agreed the funding bid for the Jetty would be stopped.

Torpoint Project 3 – Community Levelling Up Programme – Mobility Hubs (TITAN)

The Chairman (Councillor G J Davis) was delighted to advise the bid for Community Levelling Up Funding submitted to conduct feasibility reports on six initial key hubs on Torpoint and the Rame Peninsula, submitted at the end of January 2023, for an amount of £76,850 has been successful. The grant funding offer letter is awaited and once the offer has been accepted, the consultant will set about drafting and issuing a tender for this work. The feasibility study will identify the key locations for the six hubs.

Following an explanation from the Chairman about what action needed by the town council once the grant funding letter has been received, the Chairman (Councillor G J Davis) made the proposal, this was seconded by Councillor Mrs. J M Martin and it is **recommended** to delegate to the Clerk, with support/guidance from the Chairman of the Town Team Project Board, to review, agree and subsequently accept the terms of the grant offer for £76,850, from Cornwall Council Community Levelling Up Programme (CLUP), for and on behalf of the town council.

Torpoint Project 4 – BUS006 Bid for Feasibilities on New Build

The Chairman (Councillor G J Davis) explained several meetings had taken place with the consultant and the Economic Growth team at Cornwall Council, whereby a decision was then taken (on 30th March) to submit a funding bid, by close of play Monday 3rd April, for funding towards feasibilities for new build (RIBA 2 Stage). Following confirmation of costs with three architectural practices, the bid was written over the weekend and having worked with the Clerk on Monday 3rd April, was submitted by the deadline for consideration in the next round of funding. The bid is for £74,000 of £92,500 (80% of the bid), with match funding of £18,500 required (£10,500 from Torpoint, £8,000 from Cornwall Council). A response on this bid is expected in July 2023.

A summary of the funding secured to date is here:

£ 50,000	Town Vitality Funding
£546,468	BLRF (Brownfield Land Release Fund)
£ 76,850	Growth Fund
£ 8,000	Cornwall Council

£681,318 TOTAL

Clerk to action a summary of all expenditure directly incurred to date, from L & L Diverse Solutions Ltd., for this work.

b) Vision and other Projects.

i) Sports Facilities

Council

Clerk

Pursuant to minute 139-22D&L (b. i) there is no further update on sports facilities projects in the town.

c) Neighbourhood Development Plan (NDP): -

The Chairman (Councillor G J Davis) explained the plan for the work towards completion of the NDP is currently on schedule.

156-22D&L Climate Emergency Action Plan

a) To consider the actions relating to this Committee: -

The Clerk updated members of the position of possible allotment sites in the town.

157-22D&L Accounts for Payment.

Contact Name	Invoice Number	Total	Tax Total	Net	Description
ITEC	INV 845948	54.46	9.08	45.38	Xerox Meter Readings March
FOY-AIR Enterprises Ltd T/A LittleMops	INV 1968	89.20	14.88	74.32	Consumables Library
FOY-AIR Enterprises Ltd T/A LittleMops	INV 1970	92.26	15.38	76.88	Consumables Council Chambers
Don Benson	INV 37	60.00	0.00	60.00	Clock Winding - St James
L&L Diverse Solutions Limited	INV 003/2023	3,699.00	616.50	3,082.50	4.5 Days Consultancy fees
Cornwall ALC Limited	INV 2324_192	2,435.97	331.76	2,104.21	CALC and NALC Annual Membership
Caroline Martin**	Library Volunteer	12.60	2.10	10.50	Travel expenditure costs for Home Library Service January – March '23

** Invoice to Cornwall Council to fund travel costs

158-22D&L Correspondence

a) Digital bus sign Trevol Road, Torpoint – Cornwall Council: - Noted.

b) Cornwall Council Public Spaces Protection Order (Alcohol Consumption in Designation Public Spaces): Proposed renewal of the current order for October 2023 (Torpoint Thanckes Park, including skateboard park) – Cornwall Council: -

Agree, continue with Thanckes Park including skateboard park to be included.

c) Cornwall Gateway Community Network Panel Meeting minutes Wed 15th March 2023 (see number 7) – Cornwall Council: -

The planned highways improvements to Vicarage Road are noted, this is good news!

d) Press Release 'Community Groups can now apply to the Council for up to £100,000 to fund infrastructure projects that benefit children and young people' – Cornwall Council: - Noted.

Clerk

159-22D&L Date of next meeting

Thursday 4th May 2023.

160-22D&L Any Business that has been disclosed to the Chairman and members prior to the meeting

- Good news regarding the "20's Plenty" highways scheme which will be rolled out in Torpoint in 2024.

Meeting closed at 8.29pm _____ Chairman