



TORPOINT TOWN COUNCIL

MINUTES of a meeting of the Development and Localism Committee held on Thursday 1st June 2023 at 7.00pm in the Council Committee Room, 4 York Road, Torpoint.

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

	ACTION
<p>18-23D&L Apologies for absence Apologies for absence were submitted on behalf of the Deputy Town Mayor (Councillor Mrs J M Martin), Councillors Miss R A Evans BEM and L E Keise.</p>	
<p>19-23D&L Election of Chairman for the Civic Year 2023-24 The Town Mayor (Councillor G J Davis) called for nominations for the position of Chairman for the Civic Year 2023-24. Following an initial proposition from Councillor Mrs. L Fellows, the Town Mayor (Councillor G J Davis) then proposed that Councillor Miss R A Evans BEM is elected to serve as Chairman for the Civic Year 2023-24. Councillor C R Sawyer seconded the proposition and there being no other nominations the motion was put and Councillor Miss R A Evans BEM was duly elected as Chairman for the Civic Year 2023-24.</p>	
<p>20-23D&L Election of Vice Chairman for the Civic Year 2023-24 In the absence of Councillor Miss R A Evans BEM, the Town Mayor (Councillor G J Davis) called for nominations for the position of Vice Chairman for the Civic Year 2023-24. Councillor Mrs. C E Goodman proposed that Councillor J Tivnan BEM is elected to serve as Vice Chairman for the Civic Year 2023-24. Councillor Mrs. J L Reeves seconded the proposition and there being no other nominations the motion was put and Councillor J Tivnan BEM was duly elected as Vice Chairman for the Civic Year 2023-24. (Councillor J Tivnan BEM Chaired the meeting from this point forward.)</p>	
<p>21-23D&L Declarations of Interest relating to items on the Agenda None.</p>	
<p>22-23D&L Minutes of the previous meeting It was resolved that the minutes of the Development and Localism Committee meeting held on Thursday 4th May 2023 were taken as read, confirmed and signed by the Chairman.</p>	
<p>23-23D&L Matters arising from the minutes a) Newsletter and Linked In profile: - Pursuant to minute number 05-23D&L (a), the Clerk explained publication of the May 2023 newsletter continues to be behind schedule. b) CIL funding: - Pursuant to minute 15-23D&L (a), the Clerk explained the CIL income will be recorded in the Budget Variance and ring-fenced for spending, with suggestions for spending to be allocated to this committee (Committee Terms of Reference to be updated accordingly).</p>	
<p>24-23D&L Community Hub and Library a) The Clerk presented the Library and Community Hub report as previously circulated: -: <ul style="list-style-type: none"> ➤ Local Parish councils should be corresponded with, seeking a financial donation towards the Library and Community Hub. ➤ A formal record of footfall should be compiled, to see the increased footfall. b) Café Income and Expenditure: - Noted.</p>	<p>Clerk</p> <p>Clerk</p>

<p>25-23D&L Policies referred to this Committee</p> <p>a) Review Terms of Reference Development and Localism Committee: - Following review, it is recommended the Terms of Reference for the Development and Localism Committee are adopted, with changes made to the Standing Order reference number under quorum and other minor changes/with the addition of "To lead on and make recommendations on the spending of any CIL income."</p> <p>b) Review Terms of Reference Neighbourhood Development Plan: - Following review, it is resolved the Terms of Reference for the Neighbourhood Development Plan steering committee are adopted, with no change.</p> <p>c) Review Terms of Reference Torpoint Diverse Panel: - Following review, it is resolved the Terms of Reference for the Torpoint Diverse Panel are adopted, with no change.</p> <p>d) Review Terms of Reference Town Team Project Board: - Following review, it is resolved the Terms of Reference for the Town Team Project Board committee are adopted, with no change.</p>	<p>Council Clerk</p>
<p>26-23D&L To consider the Council Business Risk Management</p> <p>a) Budget Variance – Development and Localism Committee Responsibilities: - The Committee considered the April 2023 financial information, as previously circulated and the items relevant to this Committee, there were no concerns.</p>	
<p>27-23D&L Items Referred to this Committee</p> <p>None.</p>	
<p>28-23D&L Devolution of the four Play Parks and tennis courts</p> <p>a) Update regarding progress with the LTA (Lawn Tennis Association) on installing booking and gate access: - Following discussion, the Clerk is directed to prepare a report/paper for the next meeting of this committee for consideration.</p>	<p>Clerk</p>
<p>29-23D&L Planning Applications</p> <p>None.</p>	
<p>30-23D&L Localism</p> <p>a) Town Team Project Board (TTPB): - Pursuant to minute 11-23D&L (a), the Town Mayor (Councillor G J Davis) gave an update on the progress of the Town Team Project Board projects and explained, it is hoped the next meeting will be a physical meeting (Monday 19th June 2023).</p> <p>b) Vision and other Projects.</p> <p>i) Sports Facilities: - Pursuant to minute 11-23D&L (b.) (i), the Town Mayor (Councillor G J Davis) explained the letter is being compiled to be sent to Torpoint Community College and a next steps meeting is being arranged. The Town Mayor explained to members about the General Power of Competence and it is agreed to include this on the agenda for the next meeting of this committee, for consideration.</p> <p>c) Neighbourhood Development Plan (NDP): - The work on the neighbourhood plan draft is progressing.</p>	<p>Clerk</p> <p>Clerk</p>
<p>31-23D&L Climate Emergency Action Plan</p> <p>a) To consider the actions relating to this Committee: - The task and finish group are scheduled to meet to review and update the Climate Emergency Action Plan.</p>	

32-23D&L Equality, Diversity and Inclusion

a) Councillor L Fellows was pleased to advise the Torpoint Diverse Panel group had been progressing the following: -

- Work with the Library and Community Hub to launch the Diverse Panel at a Health Awareness event being planned for Tuesday 18th July;
- Continue to pursue accessibility to Thanckes Park play park
- Continue to support the proposals to improve accessibility to the top tennis court;
- Following a workshop which the Clerk attended, one of the council priorities should be 'to identify and remove barriers to people accessing our premises', however, although this should continue to be a priority, it is felt that actually, we should look closer to home and look to improving accessibility to the high street.
- Begin implementing Equality, Diversity and Inclusion training for everyone.

The Town Mayor (Councillor G J Davis) talked about the Friends of Thanckes Park and their 'masterplan', encouraging the Torpoint Diverse Panel group to link with the group when considering making improvements at Thanckes Park.

Clr Fellows/
Clerk

33-23D&L Accounts for Payment.

Contact Name	Invoice Number	Total	Tax Total	Net	Description
Complete Banner Solutions (A/C Name BZ Commercial Finance DAC)	SINC03671363	169.20	28.20	141.00	Stationery (Recycled White Paper)
T Clarke Waldon Security	SL-23050219	25.36	4.23	21.13	Materials following site visit
Cornwall Council	8100372306	240.00	40.00	200.00	Occupational Health Retainer and Referral

34-23D&L Correspondence

a) CAPs – Top three priorities of parish/town council – Cornwall Council: -

Members' agreed with the priorities which had previously been shared, with the addition of Equality, Diversity and Inclusion as a town council priority.

b) 2023 Off-Street Parking Order – Cornwall Council: -
Noted.

c) 20mph rollout update – Cornwall Council: -
Noted.

d) Public Spaces Protection Order renewals – Cornwall Council: -

Following consideration, it is **recommended** to continue to enforce all the Torpoint Public Spaces Protection Order locations, as detailed.

e) Summer Training Programme – CALC: -
Noted.

Clr Davis

Council

35-23D&L Date of next meeting

Thursday 6th July 2023, Councillor J Tivnan BEM submitted his apologies for this meeting.

36-23D&L Any Business that has been disclosed to the Chairman and members prior to the meeting

- The Clerk had recently received correspondence from Penntorr Health, who are looking to

Clerk



install a Penntorr Health Wellbeing Garden. Volunteers are being sought to assist on Saturday 17th and 23rd June, the Clerk will forward the correspondence and any volunteers can reply to the Clerk accordingly.

- Vice Chair of the Tamar Toll Action group has recently sent correspondence regarding plans for a protest march on 29th July, Clerk to forward correspondence to all members.
- The Clerk detailed the Community Ownership Fund Round 3, which is funding to help community groups buy or renovate assets that would otherwise be lost to the community.
- Barclays in the community – Clerk to respond to a request to work with them in the community.

Clerk

Meeting closed at 8.28pm _____ Chairman