



TORPOINT TOWN COUNCIL

MINUTES of a meeting of the Development and Localism Committee held on Thursday 7th September 2023 at 7.00pm in the Council Committee Room, 4 York Road, Torpoint.

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

IN ATTENDANCE: Councillor Mrs. K Brownhill.
Councillor M J Spurling (arrived during the meeting).

6.45pm - Presentation from BRL Architects, Plymouth for and on behalf of Huggins Bros Marine.

	ACTION
<p>59-23D&L Apologies for absence Apologies for absence were submitted on behalf of Councillor B A Walsh.</p>	
<p>60-23D&L Declarations of Interest relating to items on the Agenda a) None.</p>	
<p>61-23D&L Minutes of the previous meeting It was resolved that the minutes of the Development and Localism Committee meeting held on Thursday 6th July 2023 and the Extraordinary Development and Localism Committee meeting held on Thursday 3rd August 2023 were taken as read, confirmed and signed by the Chairman.</p>	
<p>62-23D&L Matters arising from the minutes a) Newsletter: - Pursuant to minute number 42-23D&L (a), the Clerk explained the September newsletter is being compiled and it is hoped it will be printed and distributed in time for the Town Council Development update public meeting being scheduled for Tuesday 26th September. b) Horson Chapel (WAS CONFIDENTIAL) – Cornwall Council: - Pursuant to minute 42-23D&L (d), following a recent site meeting at HORSON CHAPEL and in-depth discussion, members were keen to promote Cornwall Council’s tender opportunity to see if there is an appetite in the town for an organisation to take on the lease of the building, however, do not wish to pursue the Chapel for a council business activity. c) Review the Council Pensions Discretion Policy: - Pursuant to minute 52-23D&L (b), the Pensions Discretion Policy has been reviewed. d) Registering defibrillators on ‘The Circuit’, forward to other (known) organisations which are custodians of defibrillators in the town: - Pursuant to minute 52-23D&L (d), the Clerk has forwarded the information to other organisations in the town and the Torpoint YMCA Manager has replied, confirming their defibrillator has now been registered on ‘The Circuit’.</p>	Clerk
<p>63-23D&L Community Hub and Library a) Report/Newsletter from Community Hub & Library Manager: - Members noted the newsletter format for the committee report, it was highlighted the importance to ensure the weekly library calendar allows time when there are no activities running, so those who look forward to using the traditional ‘library’ facility, can do so. b) Café Income & Expenditure: - Noted.</p>	Clerk

<p>64-23D&L Policies referred to this Committee</p> <p>a) Town Council Action Plan (new): - Following the submission to CALC for LCAS 'Gold' and their initial reply, a 'Town Council Action Plan' has been started and circulated. It is agreed this needs further work and should include/map out: - the council's mission, objectives and a timeline.</p>	Clerk
<p>65-23D&L To consider the Council Business Risk Management</p> <p>a) Budget Variance – Development and Localism Committee Responsibilities: - The Committee considered the July 2023 financial information, as previously circulated and the items relevant to this Committee, there were no immediate concerns. The Town Mayor (Councillor G J Davis) gave an update on the Reserves - Vision Projects expenditure and explained these funds would be utilised for grant funding expenditure on the two grant funded projects being overseen by the Town Team Project Board. Submission of funding claims against the claim schedule, on both projects, would reimburse the expenditure incurred, Councillor Davis reminded members about the financial commitment the council has previously agreed. The Clerk was delighted to announce that approval for the recently submitted Neighbourhood Planning grant application, funded by the Department for Levelling Up, Housing & Communities, had been received (today), for a maximum amount of £7,756.00. This is ring fenced for work on the Neighbourhood Plan.</p>	
<p>66-23D&L Items Referred to this Committee</p> <p>None.</p>	
<p>67-23D&L Devolution of the tennis courts</p> <p>a) Update on the tennis courts proposals: - Following the decision taken at the August meeting to proceed with the proposals, the Clerk has advised the LTA and is waiting for further information on the total costs for the works, which will include the cost to 'cut out' the bank alongside the top tennis court, for wheelchair accessibility. Additionally the Operations Manager will review whether there is a requirement to 'cut out' the bank, and should this not be needed the Clerk/Operations Manager will return to the LTA for revised costings.</p>	Clerk/ Ops Mgr
<p>68-23D&L Planning Applications</p> <p>None.</p>	
<p>69-23D&L Localism</p> <p>a) Town Team Project Board (TTPB): - Pursuant to minute 48-23D&L (a), the Town Mayor (Councillor G J Davis) gave an update on the progress of the Town Team Project Board projects. The TITAN (Torpoint Integrated Travel Network) Initial 6 Mobility Hub Feasibilities tender bids have been evaluated, by the consultant, Councillor Davis and the Clerk. Cornwall Council has now reviewed the evaluation matrix and the results of the tender will be considered at the next meeting of the TTPB, with a recommendation/proposal coming to the September council meeting.</p> <p>Councillor Davis shared positive news about the application to the Good Growth programme under BUS006 Town, Rural and Coastal High Street Development and Skills Programme, which had been successful and explained the contractual arrangements / agreements for this funding are being undertaken (by the Clerk) for and on behalf of the council. The expenditure / claim details of the BUS006 Project (Torpoint Lower Fore Street Redevelopment RIBA Stage 2 & Feasibility) are shared below for clarity: -</p>	Clerk

Expenditure quarter	TOTAL PROJECT COST	SPF (Shared Prosperity Fund) Claim 80%	Match Funds (Torpoint TC)	
July – Sep 2023	4,425	3,540	885	Clerk
Oct – Dec 2023	61,705	49,364	12,341	
Jan – Mar 2024	26,370	21,096	5,274	
TOTAL	92,500	74,000	18,500	

Regarding the Torpoint Police Station project, Councillor Davis explained that letters has been issued, by Cormac, to local residents, explaining the plans for the site.

b) Vision and other Projects.

i) Sports Facilities: -

Pursuant to minute 48-23D&L (b.) (i), the Clerk is meeting with Torpoint Community College the following week, to commence completion of the CIL funding application. It is anticipated the application will be ready for submission by the end of September, with a deadline of mid-October. The Chairman (Councillor Miss R A Evans BEM) highlighted having heard some concerns about the FAQs, this was supported by another member.

(At 7.47pm Councillor M J Spurling joined the meeting at this point.)

The Town Mayor (Councillor G J Davis) explained the reasons behind the decision about the size of the pitch, which will be a 9 v 9 pitch, which prompted discussion regarding the business case for the project. Councillor J Tivnan BEM asked to see a copy of the business plan, Councillor Davis replied and explained this information will be available to the council, once the formal request for financial support on the project is received from Torpoint Community College (TCC). It is anticipated that TCC will be invited to present to the council at a future meeting of this committee.

ii) Bringing colour to the town: -

Members' discussed the bunting in Fore Street, which has been taken down and made suggestions of how the bunting could be replaced in 2024. Suggestions included: different kinds of bunting interchangeable flags (depending on the events/activities/time of the year), also there was a suggestion to ask and include the local traders in the decision making. (Will include on a future meeting agenda for further discussion.)

c) Neighbourhood Development Plan (NDP): -

The Neighbourhood Development Plan Regulation 14 consultation is in progress. The Clerk explained currently there has been a low take-up of the online consultation, however there is still time to promote, as the consultation deadline is Tuesday 17th October 2023. More posters to be put up around the town and inclusion in the newsletter, along with any other social media publicity to encourage the community to complete the consultation.

(Minute 65-23D&L copied: The Clerk was delighted to announce that approval for the recently submitted Neighbourhood Planning grant application, funded by the Department for Levelling Up, Housing & Communities, had been received (today), for a maximum amount of £7,756.00. This is ring fenced for work on the Neighbourhood Plan.)

Clerk

<p>70-23D&L Climate Emergency Action Plan a) To consider the actions relating to this Committee: - Clerk to circulate the updated climate emergency action plan.</p>	Clerk												
<p>71-23D&L Equality, Diversity and Inclusion a) The notes from the previous Torpoint Diverse Panel group meeting (19th July 2023) had been circulated and Councillor Mrs. L Fellows added: -</p> <ul style="list-style-type: none"> ➤ 'The inclusive partner sticker scheme' has been delayed and will now be promoted to the local Fore Street traders later this month. ➤ The next meeting is scheduled for Wednesday 20th September, 4.00pm, the group are meeting at Penntorr Health to tour the health and wellbeing garden area first. ➤ Thanckes Park play park accessibility improvements remain on the agenda, along with improving accessibility to the top tennis court. 													
<p>72-23D&L Accounts for Payment.</p> <table border="1" data-bbox="126 762 1373 894"> <thead> <tr> <th>Contact Name</th> <th>Invoice Number</th> <th>Total</th> <th>Tax Total</th> <th>Net</th> <th>Description</th> </tr> </thead> <tbody> <tr> <td>Councillor M. Thomson-Neall</td> <td>Reimbursement</td> <td>5.97</td> <td>0.00</td> <td>5.97</td> <td>Fixings to the Buller Road Door - Council Chambers</td> </tr> </tbody> </table>	Contact Name	Invoice Number	Total	Tax Total	Net	Description	Councillor M. Thomson-Neall	Reimbursement	5.97	0.00	5.97	Fixings to the Buller Road Door - Council Chambers	
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<p>73-23D&L Correspondence a) D-Day 80th Anniversary celebrations Guide: - Torpoint Town Partnership will organise a Beacon Lighting event to celebrate D-Day 80th Anniversary. Registration to be actioned with the Pageant Master. b) Reminder South West Water stakeholder webinar Let's Talk Water (Thursday 14th September) – CALC: - Noted.</p>	Clerk/ Cllr Martin												
<p>74-23D&L Date of next meeting Thursday 5th October 2023.</p>													
<p>75-23D&L Any Business that has been disclosed to the Chairman and members prior to the meeting</p> <ul style="list-style-type: none"> ➤ The Town Mayor (Councillor G J Davis) introduced an 'Any other Business' agenda item, which referred to Adela Road. (Councillor Mrs. L Fellows left the meeting at this point for the duration of these discussions.) The Town Mayor (Councillor G J Davis) explained, having received correspondence on the matter, there are concerns about the condition/state of the sensory area along Adela Road following <i>the apparent announcement</i> from the people (Keiran Moon and Beat4Autism CIC) that they were are stopping their volunteering efforts. Councillor Davis explained, correspondence had not been forwarded directly to the council, however he was aware that (Cornwall) Councillor John Tivnan BEM had also been corresponded with. Members discussed how best to proceed, and this committee subsequently resolved to correspond with Beat4Autism CIC and the administrator of the social media page 'The Friends of the Well-Park Estate', thanking them for maintaining the site and asking what the future plans are for the upkeep of the area. The Chairman (Councillor Miss R A Evans BEM) offered to assist the Clerk with drafting this correspondence. (Councillor Mrs. L Fellows returned to the meeting, prior to the meeting being closed.) <p>Meeting closed at 8.21pm _____ Chairman</p>	Clerk												