



**TORPOINT TOWN COUNCIL**

**MINUTES** of a meeting of the Development and Localism Committee held on Thursday 5<sup>th</sup> October 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. C E Goodman, L E Keise, Mrs. J L Reeves, C R Sawyer, C R Still (substitute for B A Walsh) and J Tivnan BEM plus the Town Clerk & RFO (Clerk).

**6.45pm** - Presentation from Dr J Plumb, Headteacher, Torpoint Community College, on the 3G 9v9 Football Turf Pitch Project.

	<b>ACTION</b>
<p><b>76-23D&amp;L Apologies for absence</b> Apologies for absence were submitted on behalf of Councillors Mrs. L Fellows and B A Walsh.</p>	
<p><b>77-23D&amp;L Declarations of Interest relating to items on the Agenda</b> a) None.</p>	
<p><b>78-23D&amp;L Minutes of the previous meeting</b> It was <b>resolved</b> that the minutes of the Development and Localism Committee meeting held on Thursday 7<sup>th</sup> September 2023 were taken as read, confirmed and signed by the Chairman.</p>	
<p><b>79-23D&amp;L Matters arising from the minutes</b> a) Correspond with Beat4autism CIC regarding Adela Road: - Pursuant to minute 75-23D&amp;L, the Chairman (Councillor Miss R A Evans BEM) explained the Clerk had spoken to the Director of Beat4autism CIC, who had replied. The Director's reply indicates that she was "not aware of the [Facebook] post and had asked for that post to be removed. I did not write it nor agree." The reply continues: "Adela Road was and remains Beat4autism's project. I am in the process of arranging the last weeding and cutting ready for winter, [and] welcome the Town council's support..." Members' discussed whether the town council could support the project and agreed that, unfortunately although it is great to hear that Beat4autism wish to maintain the land, the town council's position remains unchanged; any member wishing to individually support the project, please contact the Director of Beat4autism CIC. Clerk to action reply to the Director of Beat4autism CIC.</p>	Clerk
<p><b>80-23D&amp;L Community Hub and Library</b> a) Report/Newsletter from Community Hub &amp; Library Manager: - Members' noted the updated / newsletter format, the Clerk highlighted (on behalf of the Community Hub and Library Development Manager): -</p> <ul style="list-style-type: none"> <li>➤ The MacMillan coffee morning was a great success, raising £447.00 for the charity – a huge thank you to staff and volunteers who helped and to all who donated.</li> <li>➤ The Community Hub and Library Development Manager is attending Penntorr Health Education Day to showcase the work of the Library and Community Hub.</li> <li>➤ Two employees and two volunteers have participated in HOPE (Help Overcoming Problems Effectively) training, this is a programme to help local people build confidence to self-manage their long-term health conditions. One employee will complete Mental Health First Aid training at the end of this month.</li> </ul> <p>b) Café Income &amp; Expenditure: - Noted.</p>	Clerk
<p><b>81-23D&amp;L Policies referred to this Committee</b></p>	

a) Town Council Action Plan: -

Further work is needed, will be drafted ready for the next meeting.

Clerk

**82-23D&L To consider the Council Business Risk Management**

a) Budget Variance – Development and Localism Committee Responsibilities: -

The Committee considered the August 2023 financial information, as previously circulated and the items relevant to this committee. The Clerk drew members’ attention to the advertising and marketing expenditure cost centre and explained members at the Finance and Operations Committee have made two proposals to council, for expenditure relating to mini Christmas trees, also Christmas lights, for decorating all the Christmas trees around Fore Street. The Clerk added authorised expenditure for the recent newsletter printing and distribution will be apportioned between the advertising and marketing plus the reserves – warmth hub cost centres. All other income and expenditure was reviewed with no concerns.

**83-23D&L Items Referred to this Committee**

a) Update on Tennis Court proposals: -

Pursuant to minute 67-23D&L (a) the Clerk presented the updated report as previously circulated, with some of the information copied here.

The nets for the courts are sufficiently usable to be retained but there is a small charge to extend the sockets with the new surface being in place. The Cost for socket extenders (nets and posts remain as existing): **£755.20**. However, given the high-quality fencing and the new court surface there is an aesthetic / practical case for replacing the nets, posts and sockets: The Cost for new nets, posts and sockets: **£3,370.08**. Landowner permission has been obtained.

Total project costs, with no bank cut out + new nets, posts and sockets = **£60,108.78 less £40,000.00 from LTA = £20,108.78 (Council to fund)**

To date, funding / donations has been secured on this project as follows:

<b>Donator/Funding Secured</b>	<b>Amount (£)</b>
Friends of Thanckes Park (for Accessibility improvements)	1,894.00
Local Community Markets	1,400.00
The Rame Group Practice	1,420.00
Councillor J Tivnan BEM	1,000.00
<b>TOTAL</b>	<b>5,714.00</b>

Council expenditure on the project would therefore be: -

<b>Overall Council Expenditure (£)</b>
60,108.78
Less 40,000.00
Less 5,714.00
<b>TOTAL 14,394.78</b>

Once the improvements are installed the council will need to agree whether to implement charges to use the courts. The LTA recommends £3,000.00 per year is required to maintain the courts and suggests an annual payment of £35.00 per year, per family is an 'average charge', or those that choose not to have a 'pass' can choose to make a one-off booking of circa £5, or £6 per court hour. The council will include a concession price and plan for free access to the courts in the timetable.

Cleaning of the courts will be undertaken regularly by the Operations Team, particularly during the seasons when leaves fall on the courts. Annual cleaning by a contractor will depend on the final surfacing chosen. Court lines will need repainting in the future at years 5-6 and likely resurfacing in 10-12 years depending on level of usage and weathering. Installation of the accessibility path is in addition to this expenditure.

Members' were keen to progress with financing all the improvements as detailed and suggested other opportunities for funding which should be considered and applied for, e.g. Community Chest Funding (2 x Cornwall Councillors), plus the National Lottery 'Awards for All'. Following consideration of all the information, the Town Mayor (Councillor G J Davis) made the proposal, this was seconded by Councillor C R Sawyer and it is **resolved**: -

1. To delegate to the Town Clerk & RFO to sign the funding agreement with the LTA for and on behalf of the council;
2. To progress the tennis courts improvements, not cut out the bank, to the total value of **£60,108.78**, with funding and donations secured as detailed and apply for any additional funding as appropriate, to reduce the amount the council expends on the project.
3. Council to fund all balances, up to **£14,394.78** on the project,
4. The council to delegate to the Town Clerk & RFO to work with LTA to agree the implementation of charges, to reflect the charges of similar facilities in the vicinity, as it is likely there could be a backlash if the courts are initially free and then changed to be charged.

**Council**

**84-23D&L Other projects**

a) Devolution/ tennis hut: -

The Clerk shared costed information, from the Operations Manager, regarding possible improvements to the tennis hut. Unfortunately the Clerk was unable to answer the 'technical' questions and will ask the Operations Manager to detail in advance of precept/budget discussions.

b) Town Centre sign: -

(This has transferred from being discussed at the Finance and Operations Committee). The Clerk has arranged a site meeting at the end of this month with the Highways Manager, to consider the street furniture/existing signs at Sparrow Park, in order to look to make improvements to the entrance to Fore Street. Councillor C R Still spoke about the comments received at the recent public development meeting/exhibition, on the proposed sign, adding a 'History of Torpoint' sign was also a suggestion to be installed at this location. The Town Mayor (Councillor G J Davis) explained the consultant (working on the Lower Fore Street redevelopment projects) is currently exploring this location as a potential location for one of the six key mobility hubs, as part of the TITAN (Torpoint Integrated Travel Network) project.

Clerk/  
Ops Mgr

**85-23D&L Planning Applications**

None.

### 86-23D&L Localism

a) Town Team Project Board (TTPB): -

Pursuant to minute 69-23D&L (a), the Town Mayor (Councillor G J Davis) gave an update on the progress of the Town Team Project Board projects. The contract for the TITAN (Torpoint Integrated Travel Network) Initial 6 Mobility Hub Feasibilities has now been awarded to Arcadis Consulting (UK) Limited and the inception meeting held.

The invitation to tender (ITT) for the Torpoint Lower Fore Street community building feasibility study has been launched [to the Contracts Finder portal] and questions are being received on the ITT and answered accordingly. Scoring the ITT will take place once the submission deadline has passed.

b) Vision and other Projects.

i) 3G Pitch 9v9 Project: -

Pursuant to minute 69-23D&L (b.) (i), the Chairman (Councillor Miss R A Evans BEM) detailed a meeting held earlier today on the project and attended by the Town Mayor (Councillor G J Davis), plus representatives from the Torpoint and Rame Active Community Network, Torpoint Community College and other key stakeholders.

The Clerk has met with Torpoint Community College, to start completing the CIL funding application, this will be submitted by the deadline of mid-October.

The Chairman (Councillor Miss R A Evans BEM) referred to the earlier presentation, from the Headteacher at Torpoint Community College, and invited questions on the project. Following clarification, the current financial position was detailed, and the correspondence received from Torpoint Community College (TCC) earlier the same day referenced. The correspondence explains the total cost of the project is estimated to be up to £800,000, which includes the construction, maintenance and contingency costs. TCC are seeking £80,000 from Torpoint Town Council, as a contribution towards this amount, match funding the contribution from TCC into the project, plus an additional £70,000 should TCC encounter any unforeseen challenges in securing other funds. TCC recognise that a financial commitment of up to £150,000 is significant, however TCC believe this is a worthwhile investment that would bring significant benefits to Torpoint and the Rame Peninsula, in terms of health, education, social cohesion and economic development. TCC highlight the remaining funds would be sourced from other grants and donations including the Football Foundation, Cornwall FA and the Torpoint and Rame Active Community Network.

The Town Mayor (Councillor G J Davis) repeated information shared by the Headteacher, explaining the business case for the project would be confidentially shared by the December 2023 meeting of the council. With this in mind the Mayor summarised the funding amounts being asked for (£80,000 and £70,000) and detailed ways in which the council could help with fundraising for the project. The Town Mayor (Councillor G J Davis) made the proposal, this was seconded by Councillor C R Still and it is **recommended**: -

- i) To financially support the 3G Pitch 9v9 project at Torpoint Community College for an amount of £80,000;
- ii) To further financially support the 3G Pitch 9v9 project at Torpoint Community College for an amount of £70,000, the terms of this amount to agreed, with all funds required in the summer of 2024.

**Council**

It is further **recommended** the council continues to support, through securing financial commitment from the Parish Councils of the Rame Peninsula and also with other community groups or grant opportunities that may arise over the next year, as TCC looks to deliver this much needed facility in our community. The Chairman (Councillor Miss R A Evans BEM) had recently attended the Rame Cluster meeting and had given an update to the group on the project.

The Clerk detailed the amount of £10,000 in Reserves – MUGA/Other, is NOT included in the amounts already detailed.

ii) Bringing colour to the town: -

Members' again discussed the bunting in Fore Street and made suggestions of how the bunting could be replaced in 2024. Suggestions included: flags which can be regularly interchanged and are changed regularly, representing different events/activities/time of the year. Agreed to investigate costs of these suggestions.

c) Neighbourhood Development Plan (NDP): -

The Neighbourhood Development Plan Regulation 14 consultation is continuing.

**Council**

Clerk/  
Ops Mgr

**87-23D&L Climate Emergency Action Plan**

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

Councillor J Tivnan BEM was pleased to advise that this year the Remembrance poppies being sold in the town will not contain plastic and will be made from paper, adding that there is a 15% reduction in the amount of plastic being used to make the poppy wreaths.

**88-23D&L Equality, Diversity and Inclusion**

a) The notes from the previous Torpoint Diverse Panel group meeting (20<sup>th</sup> September 2023) had been circulated.

**89-23D&L Accounts for Payment.**

Contact Name	Invoice Number	Total	Tax Total	Net	Description
Andrew Campfield	N/A	40.00	0.00	40.00	Photography for Freedom Parade
Gould Electronics	INV 112915	290.40	48.40	242.00	Radio Hire for Freedom Parade
BCW Office Products Ltd	INV 2021344	433.93	72.32	361.61	Road Closure Signage and Cones
Clifton Emery Design	SI-4228	2,400.00	400.00	2,000.00	Finalisation of the Regulation 14 Consultation artwork including printing and delivery to TTC
	<b>TOTAL</b>	<b>3,164.33</b>			

<p><b>90-23D&amp;L Correspondence</b></p> <p>a) Parking situation in Arthur Terrace – S Coulton: - Members’ noted the correspondence and directed the Clerk to reply thanking them and explaining their concerns are understood, however, this is an issue which the Town Council is unable to resolve and suggest contact with the Cornwall Councillor.</p> <p>b) Chargeable Cleansing of Devolved Land &amp; Private Litter Bin Collection 1 April 2024 onwards – Cornwall Council (confidential): - Clerk to renew the cleansing of devolved land and private litter bin collection. (Councillor Mrs. J L Reeves left the meeting at this point.)</p> <p>c) Tamar Crossings Newsletter – 11<sup>th</sup> edition: - Noted.</p> <p>d) Air Quality Engagement Events – Cornwall Council: - Noted.</p> <p>e) Invite to Challenge Poverty Week Event – Cornwall Voluntary Sector Forum: - Noted.</p>	<p>Clerk</p> <p>Clerk</p>
<p><b>91-23D&amp;L Date of next meeting</b> Thursday 2<sup>nd</sup> November 2023.</p>	
<p><b>92-23D&amp;L Any Business that has been disclosed to the Chairman and members prior to the meeting</b></p> <ul style="list-style-type: none"> <li>➤ The Chairman (Councillor Miss R A Evans BEM) introduced an item, reference a press release (which was being issued the same day as the meeting) from the Tamar Bridge and Torpoint Ferry Joint Committee regarding launching a consultation on funding the Tamar Crossings. The Clerk explained the council will be contacted the following week, as a key stakeholder on the consultation. Following discussion, the council will await the formal correspondence on the consultation, which will be discussed at the next council meeting and in the meantime, the Clerk is directed to post the link to the crossings consultation on the council social media page.</li> </ul>	<p>Clerk</p>
<p>Meeting closed at 8.19pm _____ Chairman</p>	