



## TORPOINT TOWN COUNCIL

**MINUTES** of a meeting of the Development and Localism Committee held on Thursday 2<sup>nd</sup> November 2023 at 7.00pm in the Council Committee Room, 4 York Road, Torpoint.

**PRESENT:** - Councillor Miss R A Evans BEM (Chairman), Deputy Town Mayor (Councillor Mrs J M Martin), Councillors Mrs. L Fellows, Mrs. C E Goodman, Mrs. J L Reeves, C R Sawyer, J Tivnan BEM and B A Walsh plus the Operations Manager (Ops Mgr).

	ACTION
<p><b>93-23D&amp;L Apologies for absence</b> Apologies for absence were submitted on behalf of Councillor G J Davis (Town Mayor), Councillor L E Keise, plus the Town Clerk &amp; RFO (Clerk).</p>	
<p><b>94-23D&amp;L Declarations of Interest relating to items on the Agenda</b> a) An NRI (Non-Registerable Interest) was declared by: - Councillor Mrs L Fellows – (Agenda item 4a. as Director of Beat4autism CIC). None.</p>	
<p><b>95-23D&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 5<sup>th</sup> October 2023 were taken as read, confirmed and signed by the Chairman.</p>	
<p><b>96-23D&amp;L Matters arising from the minutes</b> a) Further correspondence from Beat4autism CIC regarding Adela Road: - Pursuant to minute 79-23D&amp;L (a), it is agreed correspondence will be forwarded to the Director of Beat4autism CIC, on the matter, highlighting that Torpoint Town Council are not responsible for the Beat4autism CIC sensory project, located on Adela Road.</p>	Clerk
<p><b>97-23D&amp;L Community Hub and Library</b> a) Report/Newsletter from Community Hub &amp; Library Manager: - Members' noted the newsletter format, and thanks were minuted to the team for all the recent good work, managing the facility, whilst a replacement Support Assistant is being recruited. Also, thanks to the Community Hub and Library Development Manager for the contents of the newsletter, which is excellent. The Deputy Mayor (Councillor Mrs. J M Martin) gave an update on the recruitment process for the Library and Community Hub Support Assistant position. b) Café Income &amp; Expenditure: - Noted.</p>	Clerk
<p><b>98-23D&amp;L Policies referred to this Committee</b> a) Town Council Action Plan: - It is hoped the Deputy Mayor and Clerk will shortly meet to redraft the Action Plan, in accordance with the example shared by CALC, to meet the requirements of the LCAS application. b) Town Council Strategy to be considered and updated: - Some changes were suggested, including Eliot Square artists impression; removal of St. Columba and Torpoint RFC; suggest removal of swimming pool as this project is currently 'on a back burner'; review graphics throughout the Strategy and align with the current aims and objectives of the council.</p>	<p>Cllr Martin/ Clerk</p> <p>Cllr Davis/ Clerk</p>
<p><b>99-23D&amp;L To consider the Council Business Risk Management</b> a) Budget Variance – Development and Localism Committee Responsibilities: - The Committee considered the September 2023 financial information, as previously circulated and</p>	

the items relevant to this committee.

There were no concerns.

b) To consider Budget requirements for 2023-25, 2025-26 and 2025-27: -

It is agreed a small working party, to include the Chairman (Councillor Miss R A Evans BEM), the Deputy Mayor (Councillor Mrs. J M Martin), Councillors Mrs. L Fellows and J Tivnan BEM, will meet with the Clerk to consider the projects and expenditure amounts in advance of the precept discussions as the December Finance and Operations Committee meeting. Clerk to arrange a date for the working party to meet.

Clerk

**100-23D&L Items Referred to this Committee**

None.

**101-23D&L Other projects**

a) Devolution/ tennis courts/ tennis hut improvements: -

Pursuant to minute 83-23D&L (a) the Operations Manager gave an update on progress made with regards to the tennis court improvements. The good news is that a sum of £978.53 has this afternoon been from the Cornwall Councillor Community Chest (Councillor J Tivnan BEM) towards the Thanckes Park, Torpoint Tennis Courts refurbishment. In addition an application for £10k grant funding towards the same is being submitted to The National Lottery – Awards for All, which in turn would reduce the expenditure to the town council. The current funding confirmed and expenditure to be incurred by the council is summarised here: -

Clerk/  
Ops Mgr

**Thanckes Park, Torpoint Tennis Courts refurbishment**

Nov-23

<b>TOTAL PROJECT COST</b>	<b>60108.78</b>	<b>Funding Confirmed</b>	<b>Funding applied for</b>
LTA Funding		40000.00	
Local Community Markets		1400.00	
The Rame Group Practice		1420.00	
J Tivnan		1000.00	
Community Chest Grant		978.53	
Awards for All			10000.00
		44798.53	10000.00
<b>OUTSTANDING BALANCE TOWN COUNCIL TO PAY</b>		<b>15310.25</b>	

Friends of Thanckes Park Accessibility Improvements		1894.00	
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<p>The Operations Manager detailed the cost for a replacement door for the tennis hut, and it is <b>recommended</b> to purchase and install for £1,423.00 (ex VAT) the replacement door from Page Construction (SW) Ltd.</p> <p>b) Town Centre sign: - The Operations Manager gave feedback, having met with the Highways Manager at Sparrow Park, to re-look at the proposed town centre sign location. Additional information was given about other signs which could possibly be removed, should they be surplus to requirements. The Project Initiation Document will need to be updated and circulated, to include this information for full consideration by the committee.</p>	<p><b>Council</b></p> <p>Ops Mgr/Clerk/ Cllr Martin</p>
<p><b>102-23D&amp;L Planning Applications</b> None.</p>	
<p><b>103-23D&amp;L Localism</b></p> <p>a) Town Team Project Board (TTPB): - Pursuant to minute 86-23D&amp;L (a), in the absence of the Town Mayor (Councillor G J Davis) the Clerk had provided a written update. The Invitation to Tender for Torpoint Lower Fore Street Community Building Feasibility Study closed at midday today, there have been a significant number of responses, which will mean the next meeting of the TTPB will be delayed by two days, in order to allow time for the submissions to be reviewed.</p> <p>b) Vision and other Projects.</p> <p>i) 3G Pitch 9v9 Project: - Pursuant to minute 86-23D&amp;L (b.) (i), the Chairman (Councillor Miss R A Evans BEM) gave an update on the project: -</p> <ol style="list-style-type: none"> <li>1. There has been request for clarification on some elements of the CIL application, the Clerk has worked with Torpoint Community College (TCC) today and a reply will be made tomorrow.</li> <li>2. TCC has met with the YMCA Manager K Curtis to review the usage/business plan.</li> <li>3. TCC has submitted the legal forms to the Football Foundation, as required.</li> <li>4. TCC has now met with Argyle Community Trust who are giving their full support to the project</li> <li>5. Fundraising – Chairman (Councillor Miss R A Evans BEM) will be arranging some fundraising for the project at the next market.</li> </ol> <p>ii) Bringing colour to the town: - This is ongoing.</p> <p>c) Neighbourhood Development Plan (NDP): - The Neighbourhood Development Plan Regulation 14 consultation concludes on Thursday 9<sup>th</sup> November, the next steering group meeting is being scheduled for Monday 13<sup>th</sup> November, where all the responses will be considered.</p>	
<p><b>104-23D&amp;L Climate Emergency Action Plan</b></p> <p>a) To consider the actions relating to this Committee: - An email is expected to be sent to the town council regarding the proposal to install a water refill station. [Cornwall] Councillor J Tivnan BEM commented that he will be ascertaining why some</p>	

towns have received three water refill stations, whilst to date Torpoint has not received any.																		
<b>105-23D&amp;L Equality, Diversity and Inclusion</b>																		
a) No further update.																		
<b>106-23D&amp;L Accounts for Payment.</b>																		
<table border="1"> <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>Team Rubicon</td> <td>230923</td> <td>1,104.00</td> <td>184.00</td> <td>920.00</td> <td>Talent pathway Event 30/09/23</td> </tr> </tbody> </table>						Contact Name	Invoice Number	Total	Tax Total	Net	Description	Team Rubicon	230923	1,104.00	184.00	920.00	Talent pathway Event 30/09/23	
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Team Rubicon	230923	1,104.00	184.00	920.00	Talent pathway Event 30/09/23													
<b>107-23D&amp;L Correspondence</b>																		
a) Suggestion for a future community art project – J Turner: - The Chairman (Councillor Miss R A Evans BEM) will arrange to meet the correspondent to discuss their ideas.						Clerk												
b) Proposed Floating Walkway off Town Beach ( <i>correspondence likely to be in response to the Neighbourhood Plan Regulation 14 consultation</i> ) (presented to committee for consideration, due to other information included) – M A Watkiss: - Noted.																		
c) PROPOSED Cornwall Gateway TRO for consultation on Vicarage Road (for initial consideration by the town council) – Cormac: - The PROPOSED TRO is agreed, Clerk to reply to Cormac.						Clerk												
(The Chairman (Councillor Miss R A Evans BEM) declared a non-pecuniary interest on the matter.)																		
d) Community Levelling Up Grant Information Events (Liskeard) – Cornwall Council: - Noted.																		
e) Formal response following Chapeldown Road [tree planting] consultation – Forest for Cornwall – Cornwall Council: - Noted.																		
<b>108-23D&amp;L Date of next meeting</b>																		
Thursday 7 <sup>th</sup> December 2023.																		
<b>109-23D&amp;L Any Business that has been disclosed to the Chairman and members prior to the meeting</b>																		
None.																		
Meeting closed at 8.10pm _____ Chairman																		