



**Town Team Project Board Meeting
Via MS Teams
Wednesday 13th December 2023 7.00pm**

Present:

		Voting or Advisory Member?
Les Allen	Lead Consultant	Advisory
Kim Brownhill	Torpoint Town Partnership representative	Voting
Councillor Gary Davis (Chairman)	Torpoint Town Councillor / Chairman Neighbourhood Development Plan	Voting
Councillor Kate Ewert	Cornwall Councillor for Rame and St. Germans	Voting
Councillor Chris Goodman	Torpoint Town Councillor	Voting
Julie Martin	Coppola School of Performing Arts representative	Voting
Catherine Thomson (late arrival)	Cornwall Council – Community Link Officer	Advisory
Councillor John Tivnan BEM	Cornwall Councillor for Torpoint	Voting
William Trinick	Antony Estate	Voting
Councillor John Weale (for part of the meeting)	Maker with Rame Parish Council (Chairman)	Advisory
Edward Whitney (Project Manager) & Alice Parker (Principal Consultant)	Arcadis Consulting (UK) Ltd. Representative joined for part of the meeting.	
Antonia Roberts	CoMoUK (giving support to Arcadis in its delivery of the project) joined for part of the meeting.	
Milly Southworth	Town Clerk and RFO	Advisory

		ACTION
239. TTPB	<p>Welcome and apologies for absence</p> <p>The Chairman (Councillor Gary Davis) welcomed everyone to the meeting. Apologies for absence were received from:</p> <p>Kelly-Jane Brown – Coppola School of Performing Arts Jules Cook - Torpoint Post Office and Shop Sheena Morton - Torpoint Neighbourhood Development Plan Becky Lingard - CHAT Rob White - Deputy Chairman Torpoint Neighbourhood Development Plan</p>	

240. TTPB	<p>Minutes of the previous meeting held Thursday 9th November 2023 and matters arising: -</p> <p>The minutes of the previous meeting held on Thursday 9th November 2023, as circulated, were taken as read and confirmed.</p> <p>a) The Chairman (Councillor G J Davis) explained he had not replied to the correspondence from the Maker with Rame Parish Council Chair and will action a reply in due course.</p>	Cllr Davis
241. TTPB	<p>Update on the Lower Fore Street Redevelopment (consultant)</p> <p>The consultant, gave an update on the projects as detailed. A reminder of the confidentiality of the PowerPoint slides which are shared with these minutes.</p> <p>Torpoint Project 1 – One Public Estate Bid & Removal of the Police Station</p> <p>The consultant explained there have been discussions with Cornwall Highways regarding road closures in Hooper/Macey Street. The Traffic Management application has been submitted for approval. Tamar Crossings has been advised about project, no concerns were raised. Building control submission made for demolition.</p> <p>Vegetation in the grounds of the Police Station site will shortly be removed (the consultant shared a photo of the same). The Chairman (Councillor G J Davis) suggested this is shared via the council's social media. The Clerk to work with Catherine Thomson to agree a positive message, accompanied by a photo, to be posted about the planned removal of the vegetation. The consultant shared the indicative cost concerns and explained discussions are ongoing with Cornwall Council One Public Estate Board.</p> <p>Torpoint Project 3 – Community Levelling Up Programme – Mobility Hubs (TITAN)</p> <p>The consultant highlighted the first draft report, completed by Arcadis Consulting (UK) Ltd., had been circulated to members, only yesterday, and briefly highlighted the indicative costs for the mobility hubs. [Arcadis were scheduled to join the meeting at 7.20pm, to give their presentation.] The consultant has already reviewed the draft report and raised some issues. Given the size of the document and timeline available for the TTPB to review it, it has been agreed that TTPB members will have until close of play Sunday 17th December to feedback to the consultant, any queries on the report. This will then enable Arcadis to update the report, which will be re-shared in advance of the next TTPB meeting, to enable proper reflection to take place. The consultant added, some costs include some excessive elements (e.g. community art). Final report to be reviewed in January 2024.</p> <p>The consultant gave feedback on the work that had been progressing with Cornwall Council, regarding the possibility of Torpoint attracting funding for the installation of 'Beryl bikes'. It is understood this funding is now being re-</p>	<p>Clerk/CLO</p> <p>ALL</p>

<p>directed towards the installation of 'Beryl bikes' in Saltash and therefore Torpoint is no longer part of that process. The consultant presented the cost slide on proposed 'Beryl bikes' in Torpoint.</p> <p>This discussion prompted a question from Councillor John Weale – who asked that when his correspondence is replied to, please can Maker with Parish Council be advised when there is going to be broader community engagement? The Chairman (Councillor Gary Davis) replied and highlighted that he understood Councillor Weale's concerns, however, as [the consultant had] presented at the Rame Cluster meeting, it is likely that the feasibility for Torpoint hubs would be started first, and followed by Antony Estate and possibly Mt. Edgcombe. Councillor Weale was grateful for the information and thanked the Chairman, that Maker with Rame PC being included in this project. William Trinick enquired about the high predicted mobility hub costs (taken from the draft report) and highlighted that Antony Parish Council should now be included / introduced to this project.</p> <p>At 7.20pm Arcadis Consulting (UK) Ltd representatives and CoMoUK representative joined the meeting to present: - TITAN Initial 6 Mobility Hub Feasibilities draft report.</p> <p>Representatives from Arcadis explained the format for the report and then summarised each of the six mobility hubs, in turn, explaining what could be included at the six sites /hubs as well as a predicted cost.</p> <ol style="list-style-type: none">1. Torpoint, Sparrow Park - £175k capital cost;2. Wilcove - £175k capital cost;3. Torpoint, Trevol Road - £278k capital cost;4. Antony - £234k capital cost;5. Cremyll - £224k capital cost6. Rame Head carpark - £266k capital cost. <p>Feasibility Summary and Next Steps slides were shared, including immediate, short-term and long-term actions, with Arcadis explaining completion of this report will likely lead to a programme of work being set for the future.</p> <p>Questions and answers followed the presentation, with members' giving insight into some of the questions that had been raised by Aracadis. Catherine Thomson offered to give support, where needed, regarding Cornwall Council Highways responsibilities. The consultant will provide feedback to Arcadis, to update the report. The consultant concluded, his next steps will be to use the data/costings from this draft report to prepare the next CLUP funding application/bid to be submitted.</p> <p>(Arcadis Consulting (UK) Ltd representatives and CoMoUK representative left the meeting at this point.)</p>	
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	<p>Torpoint Project 4 – BUS006 Bid for Feasibilities on New Build</p> <p>The consultant advised the contract had been signed and the first meeting with the appointed contractor has taken place. The timescale for completion of the feasibility report has been agreed, with the report expected 11th February 2024, in time for the TTPB to meet to review the feasibility.</p> <p>Regarding the opportunity to bid for Community Levelling up funding for a feasibility study towards ‘Veteran’s Housing’, the consultant explained the bid is ready, with the exception of data from the housing team on the ‘need’ of veterans, which is expected to be available soon. This prompted members’ to highlight other methods for obtaining this data, which could include running a housing survey. Councillor Kate Ewert and Catherine Thomson gave examples of where housing surveys have been developed and run elsewhere. Catherine Thomson agreed to link up the consultant with the Cornwall Council officer. Members’ had no objections to the bid being submitted.</p> <p>Torpoint Project 5 – CLUP Bid Cycle Connectivity across Torpoint & The Rame Peninsula</p> <p>The consultant detailed there are bids available for sums up to £200k. Data from the Arcadis report will be used as an opportunity to make a further bid to deliver some/possibly all of the 6 mobility hubs.</p> <p>Other Items’</p> <ul style="list-style-type: none"> ➤ Bid available for sums up to £12.5k Town Accelerator Fund. <p>Funding secured so far:</p> <p>£ 74,000 (New Build Feasibility)</p> <p>£546,468 BFRF</p> <p>£ 76,850 Growth Fund</p> <p>£ 9,000 Cornwall Council</p> <p><u>£ 50,000 Town Vitality Fund</u></p> <p><u>£755,318 TOTAL</u></p>	C Thomson/Les
242. TTPB	<p>Discussion / Action Plans</p> <p>None other than that already discussed.</p>	

243. TTPB	<p>Neighbourhood Development Plan (NDP) update The Chairman (Councillor Gary Davis) gave an update on the NDP, the plan is being updated to reflect the responses to the Regulation 14 consultation.</p>	Clerk
244. TTPB	<p>Stakeholder and Communications Plan. a) Social media post regarding planned vegetation removal. b) Nothing additional required at this stage.</p>	
245. TTPB	<p>Any other Business a) Catherine Thomson highlighted an additional funding pot: Town Delivery Fund and agreed to forward details about this fund [Post meeting note: Town Delivery Fund has a budget: £527,487, minimum grant £5k and maximum grant £100k].</p>	
246. TTPB	<p>Date and time of next meeting: Wednesday 17th January 2024 via Teams, 7.00pm start.</p>	

The meeting closed at 8.34pm.