



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

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<p>appreciation. Beat4sutism CIC are being invited to deliver a training an interactive autism presentation, as part of the day.</p> <ul style="list-style-type: none"> <li>➤ CH&amp;LDM and Clerk attended a Cornwall Council Library training event which was very good and highlighted the importance of EDI training.</li> <li>➤ The community larder is progressing well, with daily donations from the Co-op. Looking at funding opportunities to progress this further.</li> <li>➤ A visit to the Liskeard and Looe Food Bank warehouse is being scheduled, should any member wish to accompany the staff on the visit.</li> </ul> <p>b) Café Income &amp; Expenditure: - Noted. Councillor Mrs. C E Goodman was pleased to comment that Dreckly's café is a great place to go and offers a great service.</p> <p>c) New community funding model for 2024/25 – Volunteer Cornwall: - The Clerk referred to the revised funding model which had been previously circulated. The library and community hub had been asked for feedback on the revised model, highlighting that as the community hubs have continued to grow and develop, there is a limited funding available. The initial amount of our annual funding will reduce to £7,500.00, however there is an opportunity to 'select' other activities which we are undertaking, which would each then attract a further funding amount of £1,000.00. Members' were pleased to hear the funding is being continued.</p>	
<p><b>149-23D&amp;L Policies referred to this Committee</b> None.</p>	
<p><b>150-23D&amp;L To consider the Council Business Risk Management</b> a) Budget Variance – Development and Localism Committee Responsibilities: - The Committee considered the January 2024 financial information, as previously circulated and the items relevant to this committee, there were no concerns. The Clerk pointed members' to the amount currently sat in allocated 'Reserves – Vision Projects', £32,319.00 available, due to a future agenda item.</p>	
<p><b>151-23D&amp;L Items Referred to this Committee</b> None.</p>	
<p><b>152-23D&amp;L Other projects</b> a) Devolution/ tennis courts/ tennis hut improvements: - Pursuant to minute 135-23D&amp;L (a) the Clerk updated members' regarding progress with the tennis courts works.</p> <ul style="list-style-type: none"> <li>➤ A further meeting has been held with the Social Value Coordinator at Kier BAM and a list of jobs discussed and agreed. Their volunteers are keen to support improvements to the tennis hut and these works are being scheduled to commence at the end of March, weather permitting.</li> <li>➤ The gate access system has been fitted and the line painting works are being scheduled for the end of March – weather permitting.</li> <li>➤ After the line painting works are completed, the posts and nets will be scheduled to be installed.</li> <li>➤ Accessibility to the 'top court' will also be looked at, to ensure a manual wheelchair user can access both sides of the tennis court.</li> <li>➤ A grand opening event is being planned, where all those who have supported the improvements will be invited to attend. Friends of Thanckes Park has kindly offered to support this event.</li> <li>➤ The Town Council Support Officer is continuing to work on developing the website/online</li> </ul>	



<p>booking system, there is lots of work to do on this.!</p> <ul style="list-style-type: none"> <li>➤ Councillor Mrs. C E Goodman explained an opportunity to apply for funding from a new group has become available and has forwarded the details to the Clerk, who will immediately follow-up the opportunity.</li> <li>➤ The Clerk explained that the total cost of the tennis court improvements has been reduced, due to welfare facilities not being required during the works. This is being reflected in a funding reduction from the LTA. The amount payable by the council remains the same, however, as members' are aware, donations for this project have been received from several organisations.</li> </ul> <p>i) Offer of new equipment for tennis courts – St. Columba Rugby Trust: - Members' considered the correspondence which had previously been shared regarding the offer to donate tennis equipment to be used as part of the tennis court improvements and are grateful for the offer of the equipment. It is agreed for the Clerk to reply thanking the St. Columba Rugby Trust for the offer, however until safe and accessible storage [unit] for the equipment is established, it is too early in the project to accept the donation. Once the courts are up and running, then the council will of course return to St. Columba Rugby Trust to establish how the equipment can be stored and used for the benefit of the community.</p> <p>b) D-Day 80 Celebrations – including consideration to purchase official D-Day 80 Flag of Peace: - Members' considered the information as previously circulated, regarding the official D-Day 80 Flag of Peace and following discussion, it is <b>recommended</b> this council will fly the Union Flag on the day of D-Day 80 Celebrations – Thursday 6<sup>th</sup> June 2024.</p>	<p>Clerk</p> <p><b>Council</b></p>
<p>Some plans for the day include: -</p> <p>11.00am Town Cry at Sparrow Park, including Poems from local school children and students'.</p> <p>The opportunity for the local food hostelrys to perhaps provide an offer on 'fish and chips'.</p> <p>The Library and Community Hub will stay open until prior to the event at Rendel Park.</p> <p>The TS Ramehead Band have been asked to perform a 30 minute marching display for a charge of £100.00, for the event.</p> <p>Possibility of bag-pipes being played before the Beacon Lighting.</p> <p>9.15pm Beacon Lighting at Rendel Park. More details will follow as arrangements are firmed up.</p>	
<p><b>153-23D&amp;L Planning Applications</b></p> <p>None.</p>	
<p><b>154-23D&amp;L Localism</b></p> <p>a) Town Team Project Board (TTPB): -</p> <ul style="list-style-type: none"> <li>i) Publicity for Good Growth Fund project.</li> </ul> <p>Pursuant to minute 137-23D&amp;L (a), the Clerk explained a press release is being prepared for the good growth fund project and this will have to include the purchase of a plaque, which it is likely</p>	

will be secured to the hoardings when they in place.

The Town Mayor (Councillor G J Davis) updated on the work of the Town Team Project Board.

1. The additional Shared Prosperity Funding request was unfortunately 'not prioritised' and therefore is unsuccessful. Explaining the difficult position therein, and with no additional funding identified and the need to produce the 'Masterplan' for the site, to progress to the next stage of the development, Councillor Davis explained this council could consider funding some of the cost of the 'Masterplan' at the former Police Station site. He reminded members that the site belongs to Cornwall Council and should the Masterplan be funded, there are no guarantees that this will then secure additional funding to progress the development of the site. With all this in mind, members' were reminded about the funds available in Reserves – Vision Projects. The estimated cost for this work is £22,000, it is anticipated that Cornwall Council will fund 50%, although confirmation on this is awaited. Following consideration, the Town Mayor (Councillor G J Davis) made the proposal, which was seconded by the Chairman (Councillor J Tivnan BEM) and it is **recommended** to support the purchase/procurement of a Masterplan, to a maximum cost of £11,000 + VAT for, at the site of the former Police Station.
2. Furthermore, for the following reasons, the Town Mayor (Councillor G J Davis) made the proposal, which was seconded by the Councillor Mrs. C E Goodman and it is **recommended** to waive Financial Regulations for the procurement of the Masterplan, and appoint Clifton Emery Design Ltd. for the following reasons: -
  - i) A single source supplier will clearly speed up the process enabling completion of the action quickly and within the numerous time frames associated with funding;
  - ii) The preferred supplier has worked alongside Torpoint and partners to deliver the Neighbourhood Development Plan;
  - iii) The preferred supplier has worked with Cornwall Council to deliver the feasibility study for the town square area and future developments;
  - iv) The preferred supplier completed the RIBA 2 Feasibility for the community centre and the associated accommodation;
  - v) The preferred supplier has completed the ground investigations for the site and have completed the topographic survey;
  - vi) The preferred supplier has completed the flood risk assessment for the site.
  - vii) The preferred supplier has relationships with the associated stakeholders is well established and will enable a quick turn around on the delivery of the engagement.

ii) Demolition date for the old Police Station site: -

The demolition date for the old Police Station site is scheduled for 20<sup>th</sup> May 2024. The Clerk explained an agreement has been signed for the Operations Team to remove some of the kitchen furniture from the site and it is being repurposed in the tennis hut.

b) Vision and other Projects.

i) 3G Pitch 9v9 Project: -

Pursuant to minute 13720-23D&L (b.) (i), the Clerk gave an update on the project, which includes:

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<p>1. The Clerk is compiling a Memorandum of Understanding, which will be between Torpoint Community College and the council, which will be shared at the next meeting of this committee.</p> <p>2. The Clerk has progressed with the completion of the CIL grant agreement letter, this will not be required to be signed and returned until planning permission has been granted.</p> <p>3. Torpoint Community College has agreed to attend the Annual Parish Meeting on Thursday 9<sup>th</sup> May 2024, in order to share information and answer any questions on the project.</p> <p>ii) Bringing colour to the town: - Following consideration of the bunting prices are previously circulated, it is <b>recommended</b> to purchase heavy duty PVC reinforced wire bunting from the Hampshire Flag Company for a total cost of £165.88 + VAT, and ensure the contractor appointed, charge to be agreed, puts the bunting up in Fore Street, in advance of the April street market.</p> <p>c) Neighbourhood Development Plan (NDP): - No further update on the Neighbourhood Development Plan.</p>	<b>Council</b>
<p><b>155-23D&amp;L Climate Emergency Action Plan</b></p> <p>a) To consider the actions relating to this Committee: - There are no further updates to the actions of the climate emergency plan.</p>	
<p><b>156-23D&amp;L Equality, Diversity and Inclusion</b></p> <p>a) Councillor Mrs. L Fellows updated members on Equality, Diversity and Inclusion, explaining that once the changes have been made to the website, the letters will be forwarded around the town regarding the Inclusive Partner Sticker Scheme' and doorbell scheme. Councillor Fellows, referring to the accessibility audit, asked members' to reconsider a decision taken over a year ago, regarding the removal of the handrail at the bottom entrance to Cambridge Field and following discussion it is <b>recommended</b> to: -</p> <p>i) Seek permission from Cornwall Council, as landowner to remove the hand rail at the bottom entrance to Cambridge Field and</p> <p>ii) Once permission has been granted, remove the hand rail at Cambridge Field.</p> <p>The Chairman (Councillor J Tivnan BEM) highlighted a recent issue, which had occurred at the Cornwall Council car park at 'Sainbury's' in Torpoint. He explained that in his capacity as Cornwall Councillor, some residents with physical disabilities are not able to negotiate the gradient to and from the pay and display machine, he is now taking up the issue with Cornwall Council and keeping Councillor Fellows up to date.</p>	<b>Council</b>

### 157-23D&L Accounts for Payment.

Contact Name	Invoice Number	Total	Tax Total	Net	Description
Hampshire Flag Company	INV 23189	73.79	12.30	61.49	Replacement flag pole weight and rope - Sparrow Park
Cornish Tea & Cornish Coffee Co Ltd	SL83262	190.48	0.00	190.48	Café Supplies - Library
ITEC	INV 964720	51.85	8.64	43.21	Xerox Machine meter readings
Biffa	INV 522C06593	31.90	5.32	26.58	Recycling Council Chambers
Biffa	INV 522C06595	31.90	5.32	26.58	Recycling Library
Biffa	INV 522C06596	58.56	9.76	48.80	General Waste Council Chambers
SMP Pipe Systems Limited	INV 3999	132.00	22.00	110.00	Repairs to the Public Conveniences - Antony Road
Biffa	INV 522C06594	44.86	7.48	37.38	General Waste Library
Blakedown Sport and Play*	S34046	60,261.68	10,043.62	50,218.06	Tennis Courts Improvements, with painting to be completed (and invoiced), also retention of fees 2.5% of total works
Don Benson	INV48	48.00	0.00	48.00	Clock winding February 2024
<b>TOTAL</b>		<b>60,925.02</b>			

\* LTA will be funding approximately £40,000 for the tennis court improvements.

### 158-23D&L Correspondence

- a) Cornwall Gateway Community Network Panel – proposals for infrastructure improvements within the Gateway Community Network Area (Torpoint information as shared): -  
No additional comments, can upload to social media to encourage community consultation.
- b) Funding and donations request – MHA Communities Cornwall: -  
Grant application forms to be forwarded.
- c) 2024 refresh of the Cornwall Planning Partnership – invitation to apply (Cornwall Council / positive planning/CALC): -  
Currently there is no one interested in applying to join the Cornwall Planning Partnership.
- d) Land next to Thanckes Drive, tree concerns – E Stentiford: -  
The Chairman (Councillor J Tivnan BEM) summarised in his capacity as Cornwall Councillor the history of the problems at this site, which have been ongoing since 2017, explaining this is the responsibility of Cornwall Council and he hopes to see a conclusion to the issues very soon.
- e) Torpoint Open Space Assessment – Cornwall Council: -  
Members' considered the map and instructions as circulated, Clerk will review the same in due course.

Clerk

Clerk

Clerk





**159-23D&L Date of next meeting**

Thursday 4<sup>th</sup> April 2024, apologies in advance were received from Councillor Mrs. C E Goodman.

**160-23D&L Any Business that has been disclosed to the Chairman and members prior to the meeting**

- CIL Funding opportunities to apply for funding are now available on the Cornwall Council website for 2024.
- The Businesses and Communities sections on the council website were discussed, as part of the current review of the website, members' are keen to keep the Communities section, however, it is **recommended** to remove the Businesses section from the council website, as this section is out of date.
- An opportunity to be present at a Maker with Rame Parish Council future event has arisen, Clerk to liaise with the Town Mayor, regarding attendance at the event.

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Meeting closed at 8.53pm \_\_\_\_\_ Chairman