



TORPOINT TOWN COUNCIL

NOTICE is hereby given that a meeting of the Development and Localism Committee will be held on Thursday 3rd July 2025 at 7.00pm in the Council Committee Room, York Road, Torpoint to which all members of this Committee are summoned to attend.

AGENDA

1. Apologies for absence.

2. Declarations of interest relating to items on the Agenda.

- a) To receive any declarations from Members of any registerable (5A of the Code of Conduct) and/or non-registerable (5B) interests in matters to be considered at this meeting.
- b) The Town Clerk to receive written requests for dispensations prior to the start of the meeting for consideration.

3. Minutes of the previous meeting.

Minutes of the Development and Localism Committee meeting held on Thursday 5th June 2025.

4. Matters Arising from the minutes

- a) Torpoint Skate Park. The next steps are to progress the work with the Torpoint Ramps Forum, the preparation of a Project Initiation Document (minute number 07-25D&L (a) refers).
- b) 'Love Fore Street' – To consider any further updates from the group (minute number 07-25D&L (b) refers).
- c) Torpoint Artists Collective CIC. To consider the [attached] draft Memorandum of Understanding, between Torpoint Town Council and Torpoint Artists Collective CIC, setting out the principles of the collaboration between the two organisations (minute number 07-25D&L (c) refers) (as circulated).
- d) Street lighting – next phase. To update on Cornwall Council's street lighting initiative. In line with the policy in Torpoint, the main roads and the town centre will remain illuminated and residential areas will be switched off between midnight and 5.00am. This is being applied from Monday 30th June (minute number 17-25D&L (a) refers).
- e) Sydney Road / Adela Road works. To update on progress with the road improvements to Sydney Road and Adela Road (minute number 19-25D&L refers).
- f) Bénodet Park (Walled Garden) and Skate Park, to consider: Lease Renewal – Cornwall Council.

5. Library and Community Hub:

- a) To consider: Newsletter from Torpoint Library and Community Hub and additional report (as circulated).
- b) Café Income & Expenditure (to follow).

6. Policies referred to this Committee

- a) Communications and Social Media Policy (updated version as circulated).
- b) To consider adopting an IT policy, in line with NALC guidance. The [2025 edition of the Practitioners Guide](#) contains a new Assertion 10 covering digital and data compliance. In addition to requirements related to email management and website accessibility, there is a new requirement for smaller authorities to have an IT Policy (Section 1.54, page 16) (draft to follow).

7. To consider the Council Risk Management

- a) Budget Variance – Development & Localism responsibilities (May 2025 Budget Variance Information) (as previously circulated).

8. Items Referred to this Committee a) None.

9. Other projects:

a) Tennis courts, feedback from 'Tennis Open Day' event Saturday 21st June '25, Coaching and Free Park Tennis, Memberships update (minute 11-25D&L (a) refers).

10. Planning Applications a) None.

11. Localism

a) Update on Town Team Project Board (minute 13-25D&L (a) refers).

b) 3G Pitch Project (minute 13-25D&L (b) refers).

c) Vision and other Projects.

d) Neighbourhood Development Plan (minute 13-25D&L (d) refers).

e) Tourism event 2025 and to review the final budget position for Torpoint Fest '25 (to follow).

12. Climate Emergency Action Plan

a) To update on the actions relating to this Committee on the updated Action Plan (see link [here](#)).

13. Equality, Diversity and Inclusion

a) Accessible play equipment project (minute 15-25D&L (a) refers).

b) Torpoint Diverse Advisory Panel update (minute 15-25D&L (b) refers).

14. Accounts for Payment.

| PAYEE | Invoice Number | Total (£) | TAX (£) | NET (£) | Description |
|-------------------------------|----------------|-----------------|---------------|-----------------|---|
| Security Dynamics | INV-0467 | 1,089.84 | 181.64 | 908.20 | Supply, installation and commissioning of a CCTV system at Torpoint Library |
| L&L Diverse Solutions Limited | 022/2025 | 1,644.00 | 274.00 | 1,370.00 | Consultancy in accordance with submitted time sheet to support Torpoint Projects, funding, bids and the development of a RIBA 3 Report for the Old Police Station Site. |
| L&L Diverse Solutions Limited | 024/2025 | 822.00 | 137.00 | 685.00 | Consultancy in accordance with submitted time sheet to support Torpoint Projects, funding, bids and the vision development. |
| L&L Diverse Solutions Limited | 023/2025 | 822.00 | 137.00 | 685.00 | Consultancy in accordance with submitted time sheet to support Torpoint Projects, funding, bids and the development of a RIBA 3 Report for the Town Square Site. |
| Buck and Co Jewellers | 1021 | 85.00 | 14.17 | 70.83 | Repair and solder one silver link on Mayoral Chain |
| TOTAL | | 4,462.84 | 743.81 | 3,719.03 | |

15. Correspondence.

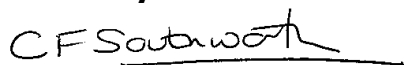
a) To consider and note: Bomb protocols – Cllr L Fellows, Director of Beat 4 Autism (as circulated).

b) To note: LYNHER return to service – Tamar Crossings (as circulated).

c) To consider & note: Cornish Research Project – G James, Researcher (as circulated).

16. Date of next meeting. Thursday 4th September 2025.

17. Any Business that has been disclosed to the Chairman and members prior to the meeting.



Mrs C F Southworth Cert (HE), BA (Hons), FSLCC
Town Clerk and RFO

Friday 27th June 2025