



TORPOINT NEIGHBOURHOOD DEVELOPMENT PLAN

MINUTES of a meeting of the Steering Group for the Torpoint Neighbourhood Development Plan (NDP) held in the Committee Room, York Road, Torpoint on Thursday 26th June 2025 at 7.00pm.

PRESENT: Councillor Gary Davis, Councillor Keiran Moon, Councillor John Tivnan BEM, Rob White and the Town Clerk - Milly Southworth (Clerk).

	ACTION
1-25NDP Welcome and introductions Councillor Gary Davis welcomed everyone.	
2-25NDP Apologies for absence Apologies for absence were submitted on behalf of Councillor Mrs. Chris Goodman and Sheena Morton, also the Town Mayor Councillor Mrs. Julie Martin.	
3-25NDP Election of Chairman for the civic year 2025-26 The Town Mayor (Councillor Gary Davis) called for nominations for the position of Chairman for the civic year 2025-26. Councillor Keiran Moon proposed that Councillor Gary Davis is elected to serve as Chairman for the civic year 2025-26. Councillor John Tivnan BEM seconded the proposition and there being no other nominations the motion was put and Councillor Gary Davis was duly elected as Chairman for the civic year 2025-26. (Councillor Gary Davis Chaired the meeting from this point forward.)	
4-25NDP Review Terms of Reference The Terms of Reference, as previously circulated and agreed by the Town Council were discussed and agreed.	
5-25NDP Minutes of the Steering group meeting The minutes of the previous steering group meeting held on 17 th June 2024 were taken as read, confirmed and accepted.	
6-25NDP Update on the next steps for the development of the Neighbourhood Development Plan and the Project Plan Torpoint NDP to Referendum (as previously circulated): - a) To review the External Examiner's report and make comments/update accordingly. (A copy of the report had been previously circulated.) Following discussion, all the changes as suggested by the External Examiner are approved. Thanks were minuted to the External Examiner for their guidance and appropriate recommendations. Clerk to update the plan with Clifton Emery Design, with support from Cornwall Council and then submit the final version of the plan accordingly.	Clerk
7-25NDP Update on the Town Team Project Board (TTPB) , which is progressing the Lower Fore Street Redevelopment Project. The Chairman gave an update on the projects of the Town Team Project Board.	
8-25NDP Correspondence/Publicity Clerk to continue with publicity about the ND Plan and the final route to referendum.	Clerk
9-25NDP AOB None.	
10-25NDP Date and time of the next meeting To be advised.	

The meeting closed at 7.16pm.