

# Town Team Project Board (TTPB) Via Teams Monday 14<sup>th</sup> July 2025 7.00pm

# **Present:**

		Voting or Advisory Member?
Les Allen	Lead Consultant	Advisory
Kim Brownhill	Torpoint Town Partnership representative	Voting
Councillor Gary Davis	Torpoint Town Councillor	Voting
Catherine Thomson	Community Link Officer	Advisory
Councillor John Tivnan BEM	Torpoint Town Councillor	Voting
Milly Southworth	Torpoint Town Council – Town Clerk & RFO	Advisory

		ACTION
362. TTPB	Welcome and apologies for absence	
	Councillor Gary Davis welcomed everyone. The quorum of 4 members' was	
	confirmed as in attendance.	
	Apologies for absence were received from: -	
	Kelly-Jane Brown – Coppola School of Performing Arts	
	Councillor Kate Ewert - Cornwall Councillor for Rame Peninsula and St.	
	Germans	
	Becky Lingard – CHAT (Community Health Around Torpoint)	
	Julie Martin - Coppola School of Performing Arts representative	
	Sheena Morton – Torpoint Neighbourhood Plan	
	William Trinick - Antony Estate	
	Rob White – Torpoint Neighbourhood Plan	
363. TTPB	Minutes of the previous meeting held Monday 16th June 2025: -	
	The minutes of the previous meeting held Monday 16 <sup>th</sup> June 2025 are	
	approved.	
364. TTPB	Matters arising from the minutes:	
	i) To update on membership responses, following review of Terms of	
	Reference (Torpoint Post Office and Shop representative resigned)	
	Following the resignation of the Jules Cook from Torpoint Post Office and	Clerk
	Shop, members' agreed to advertise for a Fore Street/local trader/business	
	owner to join the Town Team Project Board. Clerk to action an advert	
	accordingly.	

#### 365. TTPB

To receive a summary/update on outcomes/ work completed by the Town Team Project Board and future plans for the Lower Fore Street Redevelopment

Due to the confidentiality of the PowerPoint slides shared by the consultant these will not accompany the meeting minutes.

The consultant gave a brief summary:

# **Torpoint Project – New Build of Community Hub & Residential RIBA 3**Position

- Updates on reports/studies completed and in progress
- · Programme amended to align all reporting
- Meeting with the Armed Forces Covenant Board took place on 9/7/25. Good reception from them and some good connections provided.
- Meeting with MCLG 25/06/25
- Meeting with Homes England 2/7/25 (consultant to action an update to the MP)

L Allen

#### **Issues**

Time frame for delivery is fast.

#### **Risks**

• 1,000 on consultation process. (Tracking Commenced).

#### **Next Actions**

- Awaiting response from Go Collaborate £2,000 (decision required).
- Decision on grounds investigations Level 1 = £585, Level 2 = £8,940 (decision required).
- Awaiting final cost for Parking Survey circa £7,000 (decision required).
- Decision on design for Library/Community Hub £13,475 + VAT or £19,975 + VAT (decision required).

Following consideration of each of the decisions required, it is **recommended** to: -

Council

- 1) Instruct Go Collaborate to undertake the online consultation, at an approximate cost of £2,000 + VAT.
- 2) Instruct Clifton Emery Design to instruct contractor to complete the Phase 1 £585 + VAT and the Phase 2 £8,940 + VAT ground investigations, to achieve the requirements for the RIBA 3 reports on the community hub and the town square.
- 3) Instruct Cormac to undertake the Parking Survey. Following debate the area to be included is extended and therefore maximum budget for this report is £10,000 + VAT.
- 4) Instruct Clifton Emery Design to instruct contractor to complete the design for Library/ Community Hub at a cost of £13,475 + VAT.

For all the above, it is further **recommended** to waive Financial Regulations, as a continuation of an existing contract, or additional work to support the RIBA 3 reports on the community hub and the town square, all are in scope of the project and will be charged against grant funding SPF Year 4 grant project.

Council

The **Financial Position** of the project was shared and discussed in detail, prior to all the above recommendations being put. (Information available in the confidential slides.)

### Torpoint Project - Community Town Square RIBA 3

**Issues** 

Time frame for delivery is fast.

See all proposals as minuted above.

• Topography of the site discussed, also Macey Street and the land adjacent, consultant to liaise with Tamar Crossings on the question.

L Allen

# Torpoint Project — Town Regeneration & Investment Programme (TRIP) (Cornwall Council Project)

Critical Timings

• Time critical delivery of outcomes for the bid. 12<sup>th</sup> December 2025 completion

## **Torpoint Project – Bid for CLUP 2025 (Entertainment Spaces)**

The Chairman explained the Governance is now under the town council and therefore consultant is not required to report on the outcomes of this funding bid.

### **Torpoint Project – TCAF Bid (Website)**

- In contract for delivery with N9Design
- 50% funding received
- Reviews of structure and content completed
- Completion date for review is 14/7/25
- Training for users is 15/7/25.

Site was shared for all to view, the Chairman suggested Fore Street is added – action Clerk. The site will then be ready to 'go live'.

Clerk

#### Torpoint Project – SUSTRANS Project

- Funding awarded for SUSTRANS report (Document forwarded) (£35K)
- Procurement in progress now between SUSTRANS and Cornwall Council
- Awaiting feedback on involvement Looe to Cremyll route.

	Funding Secured so far:	
	<ul> <li>£245,263 (SPF Year 4 Funding) (inc £10k match)</li> </ul>	
	£74,000 (New Build Feasibility)	
	£546,468 One Public Estate Brown Field Release Funding	
	£76,850 Growth Fund (TITAN Feasibilities)	
	£8,000 Cornwall Council	
	£50,000 Town Vitality Fund	
	£22K bid (Failed) - £11K Purchase order received from CC	
	£12.5K Approved for Website	
	TRIP Funding for Library Demolition Surveys and RIBA 2 £140,000	
	• £57,600 (CLUP 2025 Funding for Entertainment Space) Awarded (£20K	
	match)	
	£1,221,681	
	LCWIP Sustrans Proposal £35,000 being commissioned	
	Strategic CIL Bid £1M made for Town Square delivery with CC Officers	
	for review awaiting RIBA 3 report on square.	
	To remain graph of equal of	
366. TTPB	Discussion / Action Plans	
	No additional discussions or actions required.	
367. TTPB	Neighbourhood Development Plan (NDP) update	
	The final NDP has now been submitted to Cornwall Council, it will now proceed	
	to referendum.	
368. TTPB	Stakeholder and Communications Plan.	
	None immediately. Commence contact with Go Collaborate regarding future	
	community consultation.	
369. TTPB	Any other Business	
	i) Catherine Thomson has received a request Liskeard TC, for a copy of the	
	TTPB Terms of Reference, members' agree the request.	C Thomson
370. TTPB	Date and time of the next meeting	
	Monday 11 <sup>th</sup> August, 7.00pm on Teams.	

The meeting closed at 8.10pm.