



**Town Team Project Board (TTPB)
Via Teams**

Monday 11th August 2025 7.00pm

Present:

		Voting or Advisory Member?
Les Allen	Lead Consultant	Advisory
Councillor Kate Ewert	Cornwall Councillor for Rame Peninsula and St. Germans	Voting
Becky Lingard (late arrival)	CHAT (Community Health Around Torpoint)	Voting
Julie Martin	Coppola School of Performing Arts representative	Voting
Sheena Morton	Torpoint Neighbourhood Plan	Voting
Councillor Rob Parsonage	Cornwall Councillor Torpoint	Voting
Catherine Thomson	Community Link Officer	Advisory
Rob White	Torpoint Neighbourhood Plan	Voting
Milly Southworth	Torpoint Town Council – Town Clerk & RFO	Advisory

		ACTION
371. TTPB	<p>Welcome and apologies for absence</p> <p>Councillor Kate Ewert welcomed everyone to the meeting and in the absence of the Chairman, agreed to Chair this meeting.</p> <p>Apologies for absence were received from: -</p> <p>Kim Brownhill - Torpoint Town Partnership representative</p> <p>Councillor Gary Davis – Torpoint Town Councillor</p> <p>Kelly-Jane Brown – Coppola School of Performing Arts</p> <p>Councillor John Tivnan BEM - Torpoint Town Councillor</p> <p>William Trinick - Antony Estate</p> <p>The quorum of a minimum of 4 voting members' was confirmed as in attendance.</p>	
372. TTPB	<p>Minutes of the previous meeting held Monday 14th July 2025: -</p> <p>The minutes of the previous meeting held Monday 14th July 2025 are approved.</p>	
373. TTPB	<p>Matters arising from the minutes:</p> <p>i) To advertise the vacancy for a town trader to join the TTPB. The Clerk had unfortunately not had the time to action a letter/advert – this will be completed as soon as possible.</p> <p>ii) Recent meeting (Teams) with Councillor Tim Dwelly - Portfolio Holder for Economic Regeneration and Investment. The Chairman summarised</p>	Clerk

	<p>explaining the meeting was positive with Councillor Dwelly engaged about the progress the town has made, having met with Councillor Gary Davis several years ago. Councillor Dwelly's focus was Housing, when the focus switched to consider whether there are any funding opportunities for The Jetty project, unfortunately, this is not his 'field'. The plan therefore is to arrange a meeting with the Portfolio Holder for Transport Councillor Dan Rogerson. Catherine Thomson will update Louise Wood, on her return from annual leave, with a view to extending an invitation to Councillor Rogerson to meet with Torpoint representatives. The Chairman highlighted the Tamar Bridge and Torpoint Ferry Joint Committee (TB&TFJC) meeting is scheduled for Friday 19th September and suggested this date could be the ideal opportunity to arrange to meet, post the TB&TFJC meeting. It is also suggested to invite the Plymouth City Council Cabinet Member for Strategic Planning and Transport Councillor John Stephens to the meeting.</p>	<p>C Thomson to start to co-ordinate, supported by Cllr Ewert</p>
374. TTPB	<p>To receive a summary/update on outcomes/ work completed by the Town Team Project Board and future plans for the Lower Fore Street Redevelopment</p> <p>A reminder of the confidentiality of the PowerPoint slides shared by the consultant.</p> <p>The consultant gave a brief update on the current position/timeline and summary:</p> <p>Torpoint Project – New Build of Community Hub & Residential RIBA 3</p> <p>Position</p> <ul style="list-style-type: none"> • Marketing of the old Police station site continues with Vickory Holman • Direct contact with RP's (Registered Providers) – including face to face discussions with PCH (Plymouth Community Homes) and Hopscotch • Various surveys completed • Go Collaborate procured for £1,450 • Ground investigation Level 1 and Level 2 procured • Parking survey procured for £4k, not the £7k authorised • Library detailed design procured for £13,475. <p>Issues</p> <ul style="list-style-type: none"> • Time frame for delivery is fast. <p>Risks</p> <ul style="list-style-type: none"> • 1,000 on consultation process. (Tracking Commenced). Newsletter will achieve required output. <p>Next Actions</p> <ul style="list-style-type: none"> • Continue with marketing work to entice a buyer. • Continue work with MHCLG • Commence engagement process for Torpoint • Book and plan day for engagement with groups for the library design • Work with Cornwall on TRIP funding for the North 	

	<ul style="list-style-type: none"> Start work with Sustrans on their transportations studies, paid for by Cornwall Council. <p>Current Engagement Plan shared and explained, this will include a press release to be shared in the council newsletter, with a link to the online consultation, a face to face opportunity to meet and ask questions, uploaded to 'Let's Talk Cornwall', shared on the council's website and social media.</p> <p>The face to face event is scheduled for Thursday 11th September, 4.00pm – 8.00pm, Torpoint Library and Community Hub.</p> <p>The consultant answered a question put regarding SAAFA.</p> <p>Torpoint Project – Community Town Square RIBA 3</p> <p>Issues</p> <ul style="list-style-type: none"> Time frame for delivery is fast. <p>See all proposals as minuted above.</p> <p>Next Actions</p> <ul style="list-style-type: none"> Take data from land surveys to work up design. Are there any specifics that anyone would like to give to the consultant – Action All, to consider and advise accordingly. <p>Torpoint Project – Town Regeneration & Investment Programme (TRIP) (Cornwall Council Project)</p> <p>Critical Timings</p> <ul style="list-style-type: none"> Time critical delivery of outcomes for the bid. 12th December 2025 completion <p>Torpoint Project – SUSTRANS Project</p> <ul style="list-style-type: none"> 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. <p>Next Actions</p> <ul style="list-style-type: none"> First meeting booked with SUSTRANS. <p>Next stakeholder meeting: Friday 5th September 2025, more information to follow.</p> <p>Next TTPB face to face meeting: Monday 15th September 2025, 7.00pm start.</p> <p>Funding Secured so far:</p>	All
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	<ul style="list-style-type: none"> • £245,263 (SPF Year 4 Funding) (inc £10k match) • £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) • LCWIP Sustrans Proposal £35,000 commissioned. <p>£1,267,681</p> <ul style="list-style-type: none"> • Strategic CIL Bid £1M made for Town Square delivery with CC Officers for review awaiting RIBA 3 report on square. <p>The consultant left the meeting at this point.</p>	
375. TTPB	<p>Discussion / Action Plans</p> <p>No additional discussions or actions required.</p>	
376. TTPB	<p>Neighbourhood Development Plan (NDP) update</p> <p>The final NDP has now been submitted to Cornwall Council, it will now proceed to referendum. The Chairman minuted thanks to Sheena Morton and Rob White for all their support on developing the NDP.</p>	
377. TTPB	<p>Stakeholder and Communications Plan.</p> <p>In progress with writing a press release and planning the community engagement, with Go Collaborate collating the online consultation site.</p>	
378. TTPB	<p>Any other Business</p> <p>i) Councillor Rob Parsonage explained 'Christine' from St. Column Minor and Colan has highlighted a local initiative for bus stops – he agreed to email Catherine Thomson with details, who will look into this further.</p> <p>ii) Councillor Rob Parsonage explained there may be an announcement forthcoming regarding the funding for Adult Education.</p> <p>iii) The Clerk explained, one of the initiatives being purchased with the CLUP Year 4 funding, are two solar powered, wifi enabled benches. One will be located outside the Library and Community Hub. Becky Lingard asked the Clerk to forward supplier details.</p>	<p>Cllr Parsonage</p> <p>Clerk</p>
379. TTPB	<p>Date and time of the next meeting</p> <p>Monday 15th September, 7.00pm face to face, committee room.</p> <p>Stakeholder drop-in session, Friday 5th September 2025, more information to follow.</p>	

The meeting closed at 7.55pm.