



Town Team Project Board (TTPB)
On Teams Monday 17th November 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 (Chairman TTPB)	Voting
Councillor Kate Ewert	Cornwall Councillor for Rame Peninsula and St. Germans	Voting
Miranda Housden	Torpoint Artists Collective / Fore Street representative	Voting
Julie Martin	Coppola School of Performing Arts representative	Voting
Sheena Morton	Former Torpoint Neighbourhood Plan	Voting
Councillor Rob Parsonage	Cornwall Councillor Torpoint	Voting
Catherine Thomson	Community Link Officer	Advisory
Councillor John Tivnan BEM	Torpoint Town Councillor	Voting
Rob White	Former Torpoint Neighbourhood Plan	Voting
Neil Emery	Clifton Emery Design – appointed consultant	Advisory
Milly Southworth	Torpoint Town Council – Town Clerk & RFO	Advisory

		ACTION
388. TTPB	Welcome and apologies for absence Councillor Gary Davis welcomed everyone to the meeting, including Miranda Housden, joining the TTPB for the first time. Apologies for absence were received from: - Kelly-Jane Brown – Coppola School of Performing Arts Becky Lingard CHAT (Community Health Around Torpoint) William Trinick - Antony Estate.	
389. TTPB	Minutes of the previous meeting held Monday 13th October 2025: - The minutes of the previous meeting held Monday 13th October 2025 are approved. [This agenda item was taken later in the meeting.]	
390. TTPB	Matters arising from the previous meeting: - i) To update on whether RIBA 3 funding can be used for installation of artwork on the former police station site hoardings. Clerk explained, the funders have indicated that purchasing artwork for the hoardings is not permitted. ii) To update on The Jetty meeting, with portfolio holders/officers from Cornwall Council and Plymouth City Council, held on 21st October 2025.	

	The Chairman (Councillor Gary Davis) explained the meeting had been very positive, Cornwall Council and Plymouth City Council representatives were all keen to work together. The Action now is to prepare (update) a 1 page document, detailing all the progress to date and next steps. Then seek the support of other stakeholders, including MP's and Councillors. [This agenda item was taken later in the meeting]	Chair/Les/ Catherine/ Clerk
391. 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 A reminder of the confidentiality of the PowerPoint slides shared by the consultant. The consultant summarised the current position (timeline) of the project, which is nearing the conclusion of the project. Torpoint Project – New Build of Community Hub & Residential RIBA 3 A detailed update was given. Marketing of the former Police Station site continues. Explained direct contact been had with Registered Providers and a visit was hosted by a developer on 8th. This developer has made further enquiries regarding the sale of the land, which Cornwall Council is progressing. Parking survey is completed, results will be shared by the consultant later in the presentation. BEP's 2 starting now for the Town Regeneration and Investment Programme (TRIP) funding – for library demolition surveys and RIBA 2. Cormac invoice for parking survey is outstanding and has been chased. Explained the position with the Engagement numbers, which is a key output on the project. Consultation results are now available. Walk Wheel Cycle Trust work is continuing, with consultation events this week, including this Saturday 22nd November, 10.00am – 2.00pm at the library and community hub. Torpoint Project – Community Town Square RIBA 3 Strategic CIL Bid has been passed to the Clerk for initial review, before final elements are inserted. The bid is being submitted internally by Cornwall Council, who are also completing the Decision Wheel element of the funding bid. CIL Funding Allocation to complete.	

	(The consultant handed to the Clifton Emery Design representative to present.) Clifton Emery Design – RIBA 3 for Community Hub and Residential units and Clifton Emery Design – RIBA 3 for Town Public Square A summary of the Reports was given and included: - i) Contents, including the reports and Appendices; ii) Site Vision and Concept; iii) Strategy of the Former Police Station site; iv) Concept Sections; v) The Site Plan; vi) The Public Square; vii) View from the Ferry lanes; viii) The Cost Plan. Overall £6.47m. There were many questions posited, which prompted much debate as well as lots of positive support from members' for the reports/proposals, as shared. Clifton Emery Design highlighted how having worked on the development of the Vision for Torpoint, it had been a privilege to continue the work, to RIBA 3 concept design at Lower Fore Street, for the Community Hub and Residential units and the Public Square. The Chairman (Councillor Gary Davis) minuted thanks to Neil Emery from Clifton Emery Design and his team for all the work which has gone into the production of the reports and associated documentation. Following full consideration of the Reports and Appendices, as shared via an online link: - i) RIBA 3 for Community Hub and Residential units and ii) RIBA 3 for Town Public Square, all prepared by Clifton Emery Design, the TTPB wishes to make the recommendation, that the reports and Appendices are accepted and adopted by Torpoint Town Council. Planning Application The consultant updated on the position / status of the submitted outline planning application. Torpoint Project – Demolition Surveys for Library & Northern Phase RIBA 2 Turner and Townsend in delivery phase on behalf of Arcadis, using the BEP's 2 Framework under Cornwall Council. Torpoint Project – Walk Wheel Cycle Trust (Sustrans) Project Post briefing and initial information exchange Consultation events being planned for this week. Floor Plate Design Demonstrated/shared the detailed design for the library and community hub, which includes the results and comments which had been considered from the consultation events.	Council
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	Consultation and Engagement Report The consultation results were shared on screen, (50 presentation slides and will be shared), the consultant (Les Allen) summarised all consultation undertaken. Market Consultation Event The market event consultation results were shared. Car Parking Survey by CORMAC The results of the survey were debated at length, with many comments coming forward. Following presentation of the results, it is agreed this topic will form a separate discussion/agenda item at the next TTPB meeting. It is further recommended: - i) The results of the car parking survey conducted by CORMAC are adopted; ii) The consultation results are adopted and iii) The Library and Community Hub proposed design template is adopted. Funding Secured so far: •£50,000 Town Vitality Fund. •£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. •£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) (inc£20K match). •LCWIP Sustrans Proposal £35,000 commissioned. £1,267,681 •Strategic CIL Bid £1M made for Town Square delivery with CC Officers for review awaiting RIBA 3 report on square.	Clerk Council
392. TTPB	Action Plans None additional.	
393. TTPB	Neighbourhood Development Plan (NDP) update The NDP referendum result is a really positive one for the town.	
394. TTPB	Stakeholder and Communications Plan. The consultant is drafting the latest press release, for circulation once the RIBA 3 Reports are adopted. All marketing and publicity guidance for the grant funded project will be followed accordingly.	Clerk
395. TTPB	Any other Business None.	
396. TTPB	Date and time of the next meeting Monday 12th January 2026 7.00pm Teams. Councillor Kate Ewert will join later.	

The meeting closed at 8.53pm.