



## TORPOINT TOWN COUNCIL

NOTICE is hereby given that a meeting of the Development and Localism Committee will be held on Thursday 4<sup>th</sup> December 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. Library and Community Hub update:**

- a) To consider: Newsletter from Torpoint Library and Community Hub and additional report (as circulated).
  - i) Recognition and thanks from Cornwall Council Officers, following the organisation of visit of Cllr Sarah Preece, Portfolio Holder for Tourism, Localism and Planning (Cornwall Council) (as circulated).
- b) Café Income & Expenditure (to follow).

**4. Minutes of the previous meeting.**

Minutes of the Development and Localism Committee meeting held on Thursday 6<sup>th</sup> November 2025.

**5. Matters Arising from the minutes**

- a) Torpoint Artists Collective CIC - To consider next steps, following the adoption (November 2025) of the Torpoint Arts and Culture Strategy to support Torpoint Artists Collective with delivery (minute number 74-25D&L (a) refers).

**6. Policies referred to this Committee**

- a) To consider: adoption of revised IT policy (to follow).
- b) To review the Council's Strategy (updated document to follow).

**7. To consider the Council Risk Management**

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

**8. Items Referred to this Committee a) None.**

**9. Other projects:**

- a) Tennis courts (minute 79-25D&L (a) refers).
- b) Torpoint Skate Park to update on progress with the results of the Invitation to Tender, this *may* include consideration of the results before making a recommendation to the Town Council (minute number 79-25D&L (b) refers).
- c) To update on progress with the commencement date for the Accessible Play Equipment Project (minute 79-25D&L (c) refers).

**10. Planning Applications a) None.**

**11. Localism**

- a) Update on Town Team Project Board (minute 81-25D&L (a) refers).
  - i) To note: Torpoint & Rame LCWIP (Local Cycling and Walking Infrastructure Plan) correspondence giving thanks for support (as circulated)
- b) 3G Pitch Project (minute 81-25D&L (b) refers).
- c) Vision and other Projects.
- d) Update on CLUP (Community Levelling Up Programme) Year 4 Project (minute number 81-25 (e) refers).
- e) To receive an update on the Horson Field project – Home Advantage Programme – (minute number 81-25D&L (f) refers) (as circulated).

**12. Climate and Environmental Action Plan** a) To update on the actions relating to this Committee.

**13. Equality, Diversity and Inclusion** a) Torpoint Diverse Advisory Panel update.

**14. Accounts for Payment.**

| PAYEE                                   | Invoice Number | Total (£)       | TAX (£)         | NET (£)         | Description  |
|---|----------------|-----------------|-----------------|-----------------|--|
| Duchy Defibrillators Ltd                | JN1911         | 390.00          | 65.00           | 325.00          | Annual monitoring fee and 12 months data connection - Fire Station         |
| L&L Diverse Solutions Ltd               | 051/2025       | 1,290.00        | 215.00          | 1,075.00        | 1.5 Days Consultancy   |
| SMP Pipe Systems Ltd                    | 4176           | 742.08          | 123.68          | 618.40          | Call - out and maintenance to Library boilers.                             |
| Nisbets                                 | 32470962       | 1,259.67        | 209.94          | 1,049.73        | Items from CLUP grant including BBQ  |
| Gear4music                              | M12772170      | 96.54           | 16.09           | 80.45           | Cordless Microphones CLUP  |
| Mike Harding Lighting Solutions Limited | 4090           | 504.00          | 84.00           | 420.00          | Christmas Lights Installation - 2nd Payment                                |
| L&L Diverse Solutions Ltd               | 052/2025       | 3,288.00        | 548.00          | 2,740.00        | 4.0 Days Consultancy   |
| Gould Electronics Two Way Radio Ltd     | 122220         | 294.00          | 49.00           | 245.00          | Radio Site Survey  |
| Don Benson                              | 70             | 56.00           | 0.00            | 56.00           | Clock Winding St James   |
| Phil Griffiths                          | Mileage Claim  | 41.70           | 0.00            | 41.70           | Mileage Claim for Attendance at LTA Tennis Forum with Support Officer      |
| WesternWeb                              | 25186          | 180.00          | 30.00           | 150.00          | Renewal of Cloud email account for the period from 10/22/2025 - 09/11/2026 |
| <b>TOTAL</b>                            |                | <b>8,141.99</b> | <b>1,340.71</b> | <b>6,801.28</b> |  |

**15. Correspondence.**

- a) To consider and note: Caring Where it Matters: Have Your Say Survey – NHS Cornwall and Isles of Scilly – via Cornwall Council (as circulated).
- b) To note: Cornwall Highways Winter Maintenance plan 2025 – Cornwall Council (as circulated).
- c) To note: Free of charge report – Torpoint Town Partnership (as circulated).
- d) To consider: Notification expected Community Infrastructure Levy funding to Connect Communities, fifth round launch, an initial Expression of Interest stage will run for six weeks from 16<sup>th</sup> January 2026 - Cornwall Council (as circulated).

**16. Date of next meeting.** Thursday 5<sup>th</sup> February 2026.

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

*C F Southworth*

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

Thursday 27<sup>th</sup> November 2025