



MINUTES of a meeting of the Development and Localism Committee held on Thursday 5th February 2026 at 7.00pm in the Library and Community Hub, Fore Street, Torpoint.

PRESENT: - Councillor C R Still (Chairman), Councillor Mrs. J M Martin (Town Mayor), Councillor Mrs. C E Goodman (Deputy Town Mayor), Councillors Miss R A Evans BEM, L E Keise, K J Moon, Mrs. J L Reeves, J Tivnan BEM plus the Town Clerk & RFO (Clerk).

	ACTION
<p>105-25D&L Apologies for absence Apologies for absence were submitted on behalf of Councillors G J Davis, and Mrs. L. Fellows.</p>	
<p>106-25D&L 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. i) An NRI (Non-Registerable Interest) was declared by: - The Town Mayor (Councillor Mrs. J M Martin) – (Agenda item 8. Torpoint Schools Consultation as Chair of Governors at Torpoint Nursery and Infant School). b) The Town Clerk to receive written requests for dispensations prior to the start of the meeting for consideration. None.</p>	
<p>107-25D&L Minutes of the previous meeting It was resolved that the minutes of the Development and Localism Committee meeting held on Thursday 4th December 2025 were taken as read, confirmed and signed by the Chairman.</p>	
<p>108-25D&L 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: - Pursuant to minute number 92-25D&L (a) the Chairman (Councillor C R Still) highlighted that a Project Initiation Document (PID) is being completed, which will detail the suggested way forward and will be presented to the council in due course for consideration. b) Community Highways Improvement Programme: - Pursuant to minute 92-25D&L (b), the Chairman (Councillor C R Still) gave a summary reminder of the proposals that had been discussed at the previous meeting. An additional proposal had been submitted, for and on behalf of a [newly] constituted group Horson Park Community Sports Hub, with a request for speed reduction and safety Measures on the A374 at Horson. Members' debated the options, aware that one submission from the Town Council and one from the Cornwall Councillor is the minimum submission to the scheme. With the history of the accidents, the plans for Horson, the speed limit on Goad Avenue being 20MPH, it is recommended to submit to Community Highways Improvement Programme, the proposal to reduce the speed on the A374, from 60MPH to 40MPH, from Antony village to the Wilcove village entrance. Clerk is directed to advise [Cornwall] Councillor K Ewert also Antony Parish Council of this council's plans, with a view to seeking their support.</p>	Council
<p>109-25D&L Library and Community Hub a) Newsletter from the Library and Community Hub and additional report: - The Clerk presented the newsletter and additional report. There are no concerns, planting proposals for outside the building to proceed.</p>	

<p>b) Café Income & Expenditure: - The café income and expenditure to date, was discussed and is noted.</p>	
<p>110-25D&L Policies referred to this Committee a) Communications and Social Media Policy – consider adding statement agreed at November '25 council meeting: - Following a decision taken at the November 2025 council meeting, to add the statement [copied here for clarity] "<i>Where an individual town councillor sees a comment that could be perceived as being defamatory in any way, this should be referred to the Clerk, as the council's Communications Officer, to take action and should not be replied to by the councillor. In the absence of the Clerk, it should be referred to the Town Mayor.</i>" the Clerk was directed to check with CALC, regarding the implications [to Councillors] to the Communications and Social Media Policy, should the statement not be adhered to. The Clerk explained the advice from CALC is that have looked at the details provided and the Communications and Social Media Policy as well as the Employee member handbook, the policy does not need changing and doing is too prescriptive and could lead to issues for the communications management. Councillors' conduct online and in the physical presence is no different, and the Code of Conduct and Torpoint policies support this. The policy has worked well; bringing awareness to relevant sections to members will reinforce this. On this advice the Clerk will not add the statement and will include this CALC guidance as an Appendix to the Policy.</p> <p>b) Town Council's Strategy: - The Clerk presented the updated Strategy on screen, explaining one additional slide is needed with a précis of Lower Fore Street outputs over the last 12 months', this will be presented for the March 2026 committee meeting. Following a question put by Councillor K J Moon, the Clerk explained the council has approved the distribution of four printed newsletters to every household in the town, every 12 months.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
<p>111-25D&L To consider the Council Business Risk Management a) Budget Variance – Development and Localism Committee Responsibilities: - The Committee considered the December 2025 financial information, as previously circulated and the items relevant to this committee, there are no concerns.</p> <p>Clerk highlighted the final claim for the Shared Prosperity Fund has been submitted, the claim is awaiting approval, before the funds are sent to the council, a reminder that this payment is made in arrears.</p>	
<p>112-25D&L Items Referred to this Committee a) Torpoint Schools Consultation – Cornwall Council (as circulated and available online https://letstalk.cornwall.gov.uk/torpoint-schools).</p> <p>Clerk is directed to respond, advising that options 2 and 3 on the Torpoint Schools consultation would be supported. Highlighting that the option has to be in the best interests of the children. Additionally, the Town Council would like to be kept up to date regarding plans for the disposal of the Torpoint Nursery and Infant School building.</p>	<p>Clerk</p>
<p>113-25D&L Other projects a) Tennis courts: - Pursuant to minute number 96-25D&L (a), the Clerk explained an updated Action Plan had been shared, following a meeting earlier in the week with the LTA. i) Dates for a Big Tennis Weekend, as well as the first Free Park Tennis sessions are being co-ordinated, to advertise in time for the Easter period.</p>	

<p>ii) Court Bookings and Bookings per court data is included in the Action Plan. Although numbers were lower in 2025 than in 2024, the penetrations 'v' occupancy rate is positive, due to the low population. Also, financially the courts are sustainable and breaking even. The aim for 2026 is to return to similar data achieved in 2024, as this would make the courts more sustainable in the longer term.</p> <p>iii) Link with Menheniot Tennis Club regarding wheelchair activity and attend future Open Court Forums.</p> <p>b) Torpoint Skate Park to update on progress with the results of the Invitation to Tender, this <i>may</i> include consideration of the results before making a recommendation to the Town Council: - Pursuant to minute number 96-25D&L (b) the Clerk explained the scoring panel is continuing the scoring process, following presentations from tenderers, it is anticipated that information will be available to review at the February council meeting.</p> <p>c) To update on progress with the Accessible Play Equipment Project: - Pursuant to minute 99-25D&L (c) the Clerk was pleased to advise that installation works commenced on Monday 5th January 2026. By 22nd January, the works to the play areas were complete, with the exception of a single accessible swing seat and chains at Cambridge Field. Following installation and then attendance by the ROSPA play inspector, the park equipment will be opened for public use. An official opening event is being scheduled for the end of March at Cambridge Field.</p> <p>For information, the Clerk explained the matting work at Chestnut Close Paly Park is also now completed.</p>	Clerk
<p>114-25D&L Planning Applications</p> <p>a) PA26/00154. Non-material amendment in relation to decision notice PA24/06066 dated 24.10.2024 to enlarge first floor windows to north elevation. Ponsharden, Albion Road, Torpoint PL11 2LX.</p> <p>It is resolved there are no objections or observations.</p>	Clerk
<p>115-25D&L Localism</p> <p>a) Town Team Project Board (TTPB): - The next meeting of the TTPB is scheduled for March.</p> <p>b) 3G Pitch 9v9 Project. Grant of Conditional Planning Permission PA25/02808 (19th December 2025) and next steps: - The planning application has been approved with conditions. Torpoint Community College is now working through this additional work: -</p> <ul style="list-style-type: none"> i) A management and maintenance scheme; ii) Community use agreement; iii) Noise Management Plan. <p>The Football Foundation has tendered the works with tenders expected to be returned around mid-February.</p> <p>c) Vision and other Projects: - None.</p> <p>d) Update on CLUP (Community Levelling Up Programme) Year 4 Project: - The first grant claim has now been approved, with funds claimed. The project deadline has passed and all requirements for the final claim are being processed by the Clerk and Operations Manager.</p> <p>e) To receive an update on the Horson Field project: -: -</p>	

Update to follow at next month's meeting.

f) To consider whether the town council plans to submit an Expression of Interest for the Community Infrastructure Levy Fund Round 5 [between £20,000 and £100,000], deadline for submission is 3pm on Friday 27th February 2026: -

Following circulation of information, including the Expression of Interest (EoI) form, it is unanimously **recommended** to support the submission of an Expression of Interest form to the Community Infrastructure Levy Fund Round 5, for £75,000 towards the Skate Park Project, collaborating with the Torpoint Ramps Forum on completion of the EoI form.

g) To consider supporting and/or submitting an Expression of Interest to the first ever UK Town of Culture competition 2028, see link here: [First ever UK Town of Culture competition to restore pride in communities - GOV.UK](#) deadline for submission is 31st March 2026: -

Following circulation of information, including the Briefing Note [received from Jonny Birkett] as received via Torpoint Artists Collective, it is unanimously **recommended** to support the submission of an Expression of Interest to the UK Town of Culture competition 2028. The submission should be a collaborative effort and include all key stakeholders in the town. It is understood the submission from Torpoint would be 'pulled together' by Jonny Birkett and this would be done free of charge.

Council

Council

116-25D&L Climate and Environmental Action Plan

a) To consider the actions relating to this Committee: -

Councillor Mrs. J L Reeves highlighted her concerns that hemlock had apparently been found washed up on the local foreshore, this is poisonous to dogs and owners need to be very careful and not allow their dogs to run, off leads, where this is located.

117-25D&L Equality, Diversity and Inclusion

a) Torpoint Diverse Advisory Panel update: -

No further update, the next meeting is being arranged.

118-25D&L Accounts for Payment.

PAYEE	Invoice Number	Total	TAX	NET	Description
Cornish Tea & Coffee	SL110621	127.34	0.00	127.34	Café Supplies - Library
Biffa	522C111624	38.54	6.42	32.12	Recycling Collection Library
Biffa	522C111627	76.78	12.80	63.98	General Waste Collection Council Chambers
Biffa	522C111625	58.80	9.80	49.00	General Waste Collection Library
Biffa	522C111626	19.27	3.21	16.06	Recycling Collection Council Chambers
Westcare	SINV00221584	186.24	31.04	155.20	Stationery Order
TOTAL		506.97	63.27	443.70	

119-25D&L Correspondence

a) To note: Correspondence to Anna Gelderd MP from Luke Pollard MP, following correspondence regarding the maintenance of the Torpoint Footbridge – via Councillor K Ewert: - Noted.

b) To note: Cornwall Pension Fund Employer Newsletter January 2026 – Cornwall Council: - Noted.

120-25D&L Date of next meeting



Thursday 5th March 2026.

121-25D&L Any Business that has been disclosed to the Chairman and members prior to the meeting

- The Town Mayor (Councillor Mrs. J M Martin) explained the first meeting of 2026 of Torpoint Town Partnership is scheduled for Tuesday 17th February, should any members' have any contributions/events being planned, please advise the Mayor in advance of the meeting.

Meeting closed at 8.09pm _____ Chairman