

**MINUTES** of a meeting of the Development and Localism Committee held on Thursday 5<sup>th</sup> March 2026 at 7.00pm in the Council Committee Room, York Road, Torpoint.

**PRESENT:** - Councillor G J Davis (Chairman), Councillor Mrs. J M Martin (Town Mayor), Councillor Mrs. C E Goodman (Deputy Town Mayor), Councillors Mrs. L. Fellows, C R Still, J Tivnan BEM plus the Town Clerk & RFO (Clerk).

	<b>ACTION</b>
<p><b>122-25D&amp;L Apologies for absence</b> Apologies for absence were submitted on behalf of Councillors Miss R A Evans BEM, L E Keise, K J Moon and Mrs. J L Reeves.</p>	
<p><b>123-25D&amp;L Declarations of Interest relating to items on the Agenda</b> 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. None. b) The Town Clerk to receive written requests for dispensations prior to the start of the meeting for consideration. None.</p>	
<p><b>124-25D&amp;L Minutes of the previous meeting</b> It was <b>resolved</b> that the minutes of the Development and Localism Committee meeting held on Thursday 5<sup>th</sup> February 2026 were taken as read, confirmed and signed by the Chairman.</p>	
<p><b>125-25D&amp;L Matters arising from the minutes</b> a) Torpoint Arts and Culture Strategy to support Torpoint Artists Collective with delivery: - Pursuant to minute number 108-25D&amp;L (a) Councillor C R Still highlighted that a Project Initiation Document (PID) is being completed. b) Community Highways Improvement Programme: - Pursuant to minute number 108-25D&amp;L (b), the proposal has been submitted. c) To receive an update on the Torpoint Schools Consultation: - Pursuant to minute number 112-25D&amp;L (a), there are no further updates, the next proposal is awaited. d) To update on the submission of an Expression of Interest to the first ever UK Town of Culture competition 2028: - Pursuant to minute number 115-25D&amp;L (g), the Clerk explained some concerns having received an initial proposals document, following a meeting with Jonny Birkett and a Torpoint Artists Collective (TAC) representative. In discussion, it was explained that the Expression of Interest (EoI) should be a collaboration of key stakeholders which are geographically spread and therefore the local Parishes in and around the Rame Peninsula should be included. It is <b>recommended</b> [directing the Clerk immediately] to enable, for the UK Town of Culture submission to be submitted:</p> <ul style="list-style-type: none"> <li>➤ Contact with the local Parishes seeking their 'support in principle' for the EoI submission;</li> <li>➤ Seek a 50/50 split for the expenses costs, for Jonny Birkett to be available to run two days' of workshops, with over-night stays and travel. Total cost is estimated at £800, with the Town Council agreeing to support itemised expenditure, to a maximum £500.</li> <li>➤ Torpoint Town Council is the Accountable Body on the EoI application.</li> <li>➤ Members' supported the 'second option' as the most achievable, on the understanding that a draft would be shared, in advance of submission.</li> </ul>	<b>Council</b>

<p><b>126-25D&amp;L Library and Community Hub</b></p> <p>a) Newsletter from the Library and Community Hub and additional report: - The Clerk presented the newsletter and additional report, there are no concerns. Town Mayor (Councillor Mrs. J M Martin) was pleased to highlight the recent visits to the library and community hub, from Torpoint Nursery and Infant School, who had supported Year 2 Pirates Day last Friday and then on Monday 2<sup>nd</sup> March, supported Year 1 with 'Kings and Queen's Day'. The Clerk highlighted the Community Hub and Library Development Manager progressing the opportunity for a local Girl Guiding group to arrange a 'sleepover at the library', this will enable the girls' to earn a Girl Guiding badge. Also, the plans to progress the sensory work, started last year, with Beat4autism CIC are continuing.</p> <p>b) Café Income &amp; Expenditure: - The café income and expenditure to date, was discussed and is noted.</p>	
<p><b>127-25D&amp;L Policies referred to this Committee</b></p> <p>a) Town Council's Strategy: - The Clerk had previously circulated the updated Strategy, along with the additional page regarding Lower Fore Street outputs over the last 12 months'. Following final review, with changes needed to 'Business Owners', it is <b>recommended</b> to accept the updated Town Council Strategy and publish accordingly.</p>	<p>Clerk <b>Council</b></p>
<p><b>128-25D&amp;L To consider the Council Business Risk Management</b></p> <p>a) Budget Variance – Development and Localism Committee Responsibilities: - The Committee considered the January 2026 financial information, as previously circulated and the items relevant to this committee, there are no concerns.</p>	
<p><b>129-25D&amp;L Items Referred to this Committee</b></p> <p>a) To consider: The Suicide Communities Project: next steps (following presentation given at the February council meeting): - Clerk is delegated to liaise with the Community Hub and Library Development Manager to pursue the project in the local community.</p>	<p>Clerk</p>
<p><b>130-25D&amp;L Other projects</b></p> <p>a) Tennis courts: - Pursuant to minute number 113-25D&amp;L (a), the Clerk explained dates for a Big Tennis Weekend, as well as the first Free Park Tennis sessions, continue to be co-ordinated, to advertise in time for the Easter period.</p> <p>i) To consider enquiry from resident regarding developing a small community café/hub on the site: Councillor C R Still indicated that he had met the resident earlier the same week, to ascertain further information about their proposals. Members' highlighted the tennis hut is not available for use, however, Bénodet tea hut could be hired/used for a café, if this would be more aligned with the residents proposals. Clerk is delegated to make contact to ascertain proposals.</p> <p>b) Torpoint Skate Park to update on progress with the contactor appointment: - Pursuant to minute number 113-25D&amp;L (b) the Clerk explained the contractor has been appointed and the inception meeting is being planned. A press release will be shared in the next two weeks' and first steps agreed with the appointed contractor. Community support on this project is essential, Project Initiation document to be reviewed.</p>	<p>Clerk  Clerk</p>

i) To update on the submission of the Expression of Interest for the Community Infrastructure Levy Fund Round 5 for the Skate Park: -  
Pursuant to minute number 115-25D&L (f), the Expression of Interest has been submitted.

c) To update on progress with the Accessible Play Equipment installation: -  
Pursuant to minute 113-25D&L (c) the Clerk was pleased to confirm the equipment is now fully installed, inspected and has been open for public use over the past two weeks. An official opening event is being arranged for Thursday 26<sup>th</sup> March, 1.30pm start at Cambridge Field, with refreshments being served afterwards at the Council Chambers.

**131-25D&L Planning Applications**

a) None.

**132-25D&L Localism**

a) Town Team Project Board (TTPB): -  
The next meeting of the TTPB is scheduled for March.

b) 3G Pitch 9v9 Project.  
There is no further update.

c) Vision and other Projects: -  
None.

d) Update on CLUP (Community Levelling Up Programme) Year 4 Project: -  
The CLUP final funding claim has been confirmed and payment is awaited.

**133-25D&L Climate and Environmental Action Plan**

a) To consider the actions relating to this Committee: -  
The Torpoint Environment Action (TEA) volunteers had recently assisted with replanting the plant boxes on Harvey Street.

**134-25D&L Equality, Diversity and Inclusion**

a) Torpoint Diverse Advisory Panel update: -  
Councillor Mrs. L Fellows reported, the next meeting date is being arranged, likely to be Wednesday 1<sup>st</sup> April. The accessible play equipment is now installed into two play parks. Two residents' have expressed an interest to join the group.

Equality and Diversity training, research into providers has been undertaken.

Safe Spaces, information on how to be a 'Safe Spaces' site will be forwarded to the Clerk.

Clr Fellows

**135-25D&L Accounts for Payment.**

PAYEE	Invoice Number	Total	TAX	NET	Description
CHAT	Jan – Mar '26	1,092.03	0.00	1,092.03	Community Engagement, health and wellbeing, CHAT community groups
*James Hallam Insurance	553729021	1,136.32	115.32	1,021.00	FLEET insurance renewal 8 <sup>th</sup> March 2026 to 7 <sup>th</sup> March 2027
<b>TOTAL</b>		<b>2,228.35</b>	<b>115.32</b>	<b>2,113.03</b>	

\*This invoice had not been included on the agenda for payment, as it had been approved by the Finance and Operations committee meeting held Monday 2<sup>nd</sup> March, for FLEET renewal.



<p><b>136-25D&amp;L Correspondence</b>  a) To note: Mural on Rowe Street could this be updated: -  Clerk is directed to contact Mr R White, who originally arranged for the painting of the mural at this location.</p>	<p>Clerk</p>
<p><b>137-25D&amp;L Date of next meeting</b>  <b>Wednesday</b> 1<sup>st</sup> April 2026.</p>	
<p><b>138-25D&amp;L Any Business that has been disclosed to the Chairman and members prior to the meeting</b>  None.</p> <p>Meeting closed at 8.15pm _____ Chairman</p>	