

Diverse Advisory Panel Meeting – 8th April 2026

Present: Cllr Mrs Lizeta Fellows (Chairman), Town Mayor Cllr Mrs Julie Martin, Deputy Mayor Cllr Mrs Chris Goodman, Cllr Keiran Moon, Christopher Burns (Torpoint Resident), Sarahjane Dawe (Torpoint Resident), Gemma Lee (Torpoint Resident), Harriet Bastin (Support Officer), Phil Griffiths (Operations Manager), Tania Horrocks (Library and Community Hub Development Manager).

1. The Chairman welcomed everyone to the meeting. Apologies for absence were submitted Cllr John Tivnan BEM, Milly Southworth (Town Clerk & RFO), Becky Lingard (CHAT), Claire Stevens (Torpoint Resident).
2. The notes/actions from the previous meeting held on 5th November 2025 were approved. The outstanding actions/matters arising are included on this meeting agenda.
 - a) Proposed updates to Terms of Reference for Civic Year 2026/ 2027. The terms of reference have been presented to the D&L Committee and will be included on the Agenda for the May meeting where all ToRs are Reviewed 2026. Recruitment is progressing with a further two residents interested in joining the panel.
 - b) Discussion surrounding confirming a date at the library for a launch event, preferably in July (National Disability Pride Month) to hand stickers and doorbells out to those who have already signed up, officially launching the scheme, providing more information on what this means for the town also inviting those who have not already signed up to join with additional joining forms and information available on the day. Once the scheme has been running for a while look at providing a feedback form to see how things are working and if any changes need to be made and re-publish on social media and in the newsletter.
 - c) As above.
 - d) Thanckes Park Play Park – confirmed that the site has now had at least 3 separate visits, the Operations Manager provided a summary of continued discussions surrounding the challenges to undertaking these works. Suggested that the DAP links in with TRF to look at combing some accessibility works into the schedule of works for the future Skate Park improvements. It was decided to take this to the D&L Committee for discussion on who best to link in with first and start the conversation.
 - e) Update on the progress of the accessibility video for the Library & Community Hub. – the final version of the video had been shared with members prior to this meeting and thanks were given to Tania and the team for all of the work. The video will be uploaded to the Town Council's YouTube channel creating a shareable link for social media platforms and the website and to share with Cornwall Libraries. Tania will also check with Laura on the process of the accessibility booklet, demonstrating accessibility, that can be taken away

from the library using the images from Bear's visit earlier in the year, enabling residents to plan their visits to the library fully in advance. Members agreed that there is appetite for looking at creating the next accessibility video and the Tennis Courts was suggested as the best next step.

3. Accessible Play Equipment – The Accessible Play Equipment Project is now complete and a very successful launch event was held the press release for which will be shared across all platforms including sending to the local press and in the upcoming June edition of the Newsletter.
4. No changes currently – will be reviewed and updated throughout the year as necessary and will look to add in the new play equipment in both parks. Tania updated the group on the ongoing problems with the assisted front door of the library and is hoping that now CC have identified what the issue actually is (water ingress) that the solution will be imminent.
5. Funding Opportunities – None at the moment, members reminded to keep a look out for all opportunities to be investigated.
6. Communications Plan – Republish the recruitment information, publish the press release in the town newsletter etc (as above), promote the community partner event with poster as soon as a date is set. Investigate updating the DAP specific button the website with all previous notes, posters, audit, link to video etc and keep this updated for the future. Also to look at the library safe spaces scheme.

7. Correspondance

8. AOB

9. Date and time of the next meeting: Wednesday 10th June 2026 – 4:00pm – Library & Community Hub.