

Agenda 14b)

F + O C

01/09/26

Milly Southworth

From: Julie Martin <julie.martin@torpointtowncouncil.gov.uk>
Sent: 03 August 2026 14:11
To: Milly Southworth
Subject: Fw: Agenda Proposal Request / Venue Hire Support – Torpoint Play Tots
Attachments: Document.docx

Sent from [Outlook for Android](#)

From: Kim Brogan <[REDACTED]>
Sent: Monday, August 3, 2026 2:03:41 pm
To: Julie Martin <julie.martin@torpointtowncouncil.gov.uk>; samm.bickle@torpointtowncouncil.gov.uk <samm.bickle@torpointtowncouncil.gov.uk>
Cc: Kirstylepb@aol.co.uk <Kirstylepb@aol.co.uk>; emmabartley10@aol.com <emmabartley10@aol.com>;
[REDACTED] <[REDACTED]>; [REDACTED] <[REDACTED]>
Subject: Agenda Proposal Request / Venue Hire Support – Torpoint Play Tots

Dear Councillors

We hope this email finds you well.

We are reaching out to you directly as members of the Finance and Operations Committee on behalf of Torpoint Play Tots, a non-profit voluntary early-years group operating right here in Torpoint.

We are currently planning our weekly term-time Thursday morning play sessions in the Main Hall for the upcoming academic year. As a fully voluntary community group, managing our venue overheads dynamically is the single biggest factor in keeping our sessions affordable and accessible to local parents and carers.

We have previously engaged with the Town Clerk and utilized the temporary "Free Use of Facilities" scheme. While we remain incredibly grateful for that short-term help, a handful of free uses per year does not resolve our long-term financial sustainability for a weekly recurring group.

I have attached a formal letter detailing our request for a long-term subsidised community hire rate, which details how saved funds will directly reinvest into replacing broken toys, purchasing arts and crafts supplies, and funding seasonal children's parties.

Could you please kindly request that this correspondence be formally tabled on the agenda for consideration at the next Finance and Operations Committee meeting on Monday 1st September?

Thank you so much for your time, consideration, and continued advocacy for local young families.

Warm regards,

Kim, Janine, Emma and Kirsty

Torpoint Play Tots

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Dear Councillors,

We are writing to you collectively as the members of the Finance and Operations Committee on behalf of Torpoint Play Tots to formally request financial assistance and a long-term fee reduction regarding our venue bookings for the upcoming academic year. We wish to secure the Main Hall within the Council facilities every Thursday during term time, running from 9:30 AM to 11:30 AM.

Torpoint Play Tots is a completely non-profit, voluntary community group. Our primary mission is to provide an affordable, safe, and stimulating environment for local toddlers to socialise and develop, while simultaneously offering a vital peer-support network for parents and carers in Torpoint.

In the current economic climate, localised early-years groups like ours are essential to combatting social isolation among new parents and ensuring young children have access to interactive play.

Because we operate entirely on a not-for-profit basis, the financial viability of running a weekly session relies on keeping our operational overheads sustainable.

Having previously engaged with the Town Clerk regarding a reduction in hiring fees, we understand that Torpoint Town Council manages its community support dynamically rather than publishing a standard, lower-tier “community group” pricing menu. Therefore, we are escalating this request directly to you as elected members to explore a sustainable solution under the council’s community frameworks.

We would like to explicitly acknowledge that our group has previously utilised the Council's **"Free Use of Facilities" Scheme**. While we are incredibly grateful to the committee for this vital past support, this short-term provision unfortunately does not resolve our long-term financial sustainability. Because the scheme is strictly limited to a small number of free uses per year, it leaves the vast majority of our weekly term-time sessions subject to standard hire fees. For a weekly group, a handful of free sessions still leaves us exposed to high cumulative overheads across the full academic year.

Therefore, we kindly ask that the Finance and Operations Committee exercise its authority to grant Torpoint Play Tots a heavily subsidised, long-term community

rate for our weekly sessions. Alternatively, we hope to explore whether our group can be accommodated on a fixed, subsidised recurring license framework similar to other established local cultural, theatrical, and recreational institutions in the town.

Minimising our weekly hall hire costs across the entire year is the single most critical factor in keeping this group accessible to all local families, regardless of their financial circumstances. Every penny saved on venue overheads will be reinvested directly back into the children. It will allow us to continuously replenish our essential arts and crafts supplies, replace old or broken toys as and when needed, and fully fund our annual Easter, Summer, Halloween, and Christmas parties for the children.

Thank you very much for your time, consideration, and your ongoing dedication to supporting grassroots groups and young families within Torpoint. We hope that this request can be formally tabled on the agenda for your next committee meeting, and we look forward to your guidance on how we can best progress this booking.

Yours sincerely,

Kim, Janine, Emma and Kirsty

Torpoint Play Tots
