TORPOINT TOWN COUNCIL

MINUTES of a meeting of the Development and Localism Committee held on Thursday 5th November 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, L E Keise, Mrs. J L Reeves, C R Still and J Tivnan BEM plus the Town Clerk & RFO (Clerk).

	ACTION
88-26D&L Apologies for absence Apologies for absence were submitted on behalf of Councillors Miss R A Evans BEM and K J Moon.	
89-26D&L Declarations of interest 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: - Councillor C R Still – (Agenda item 11b. 3G Pitch Project as member of the Torpoint and Rame Sports Action Group.) ii) An NRI (Non-Registerable Interest) was declared by:- Councillor G J Davis – (Agenda item 11b. 3G Pitch Project as through the Mayors Charity between May 2023 and May 2025 he, along with others raised and donated the monies held by the Council for the Torpoint Community College 3G Pitch project.) b) The Town Clerk to receive written requests for dispensations prior to the start of the meeting for consideration. None.	
90-26D&L Minutes of the previous meeting It was **resolved** that the minutes of the Development and Localism Committee meeting held on Thursday 1st October 2026 were taken as read, confirmed and signed by the Chairman	
91-26D&L Matters arising from the minutes a) Torpoint Arts and Culture Strategy to support Torpoint Artists Collective (TAC) with delivery: - Pursuant to minute number 75-26D&L (a), there is no further update received from TAC. b) To update on The Suicide Communities Project: - Pursuant to minute number 75-26D&L (b), the next meeting of the Action Group is scheduled for Friday 13th November at 10.00am.	
92-26D&L Library and Community Hub update a) Newsletter from the Library and Community Hub: - The Community Hub and Library Development Manager (CH&LDM) had provided the monthly report and newsletter and earlier today the Library and Community Hub had hosted visitors from Turkmenistan. Councillor Fellows had attended the visit [in her capacity as Director of Beat4autism) and said it had been a really interesting visit. The CH&LDM had indicated in her report that "previously the library manager had reported to the Development and Localism committee, the numbers through the door over June, July and August,	

in 2025, on the second Saturday of the month. The results then highlighted that the majority of people through the door on the second Saturday of the month, were people that access the service Monday to Friday. Our numbers average currently around 25 people, or less through the door on a Saturday. The recommendation the library manager is requesting to be discussed is, due to low numbers of people that also access our service, that we consider stopping opening on the second Saturday of every month. We can relocate energy and resources more effectively. Also it is recommended to close on the last Sunday of the month in January and February, when there is no Sunday market. The library manager would also like to propose that the library closes on the last Sunday of the month, when there is no market, in January and February, when the market is not on, in the winter months, there is lower footfall through door. The Sunday closures will impact on Sustainable Sunday's, who will have no building to operate from." This suggestion prompted much discussion, and it is **recommended** from December 2026, the library and community hub will not open on the second Saturday of the month. Also, in the months when no Sunday market is planned (January, February, March and December) the library and community hub will not open on Sunday's. Should the market be cancelled at short notice, i.e. due to the forecasted weather, the library and community hub would remain open on market Sunday's. b) Café Income and Expenditure: - The Clerk had previously shared the latest figures on the café income and expenditure. Discussed opportunities for selling additional items in the café, to boost sales and therefore income, particularly in the summer months, when the weather improves. Clerk to feedback to CH&LDM.	**Council** Clerk
93-26D&L Policies referred to this Committee a) Action Plan – to review and update: - Reviewed the Action Plan, projects which are now complete to be removed. Clerk to update the document and re-present at the next meeting of this committee. b) Town Council Strategy – to review and update: - The Strategy needs to be updated to include the recently installed accessible play equipment, also the launch by the Diverse Advisory Panel of the sticker and doorbell schemes. Lower Fore Street, update to advise that outline planning permission was secured in December 2025. Fundraising launch event for the skate park project was in September 2026, include a photo of the final design. Milestones to be updated too, Clerk to update and re-represent at the next meeting of this committee.	Clerk Clerk
94-26D&L To consider the Council Business Risk Management a) Budget Variance – Development and Localism Committee Responsibilities: - The Committee considered the September 2026 financial information, as previously circulated and the items relevant to this committee, there are no concerns.	
95-26D&L Items Referred to this Committee a) None.	
96-26D&L Other projects a) Tennis courts: - Pursuant to minute number 79-26D&L (a), there is no further update on the tennis courts. b) Torpoint Skate Park to update on progress: - Pursuant to minute number 79-26D&L (b) the fundraising team are meeting again on Thursday 12th November to progress the fundraising plans.	

97-26D&L Planning Applications

a) None.

98-26D&L Localism

a) Town Team Project Board (TTPB): -

There has been no meeting.

b) 3G Pitch 9v9 Project.

Pursuant to minute number 81-26D&L (b) Town Mayor (Councillor Mrs. J M Martin) made the proposal, which was seconded by the Chairman (Councillor G J Davis) and it was **resolved** that pursuant to Section 1(2) of the Public Bodies (Admission to meetings) Act 1960 the public and press leave the meeting due to the confidentiality of **part** of the discussion.

A member expressed their frustration, following the recent sharing of draft documentation [Operating Partnership Agreement] which had not followed the process previously agreed with members'. The Chairman explained the course of events which had led to the draft documentation being shared with Torpoint Community College (TCC), and the pre-arranged meeting held at TCC, which members' of the working party plus the consultant had attended. The Chairman talked through the timeline for next steps, whilst the council is awaiting an update from TCC, following their next meeting of the Governing Board.

c) Vision and other Projects: -

No further update.

d) To receive any feedback on 'The Gateway Project' (Torpoint Artists Collective): -

No further update. (Clerk to remove from future meeting agenda.)

e) Neighbourhood Priorities Statement (NPS): -

The Clerk is delegated to designate the boundary of the town as the area for the NPS, whilst liaising with [Cornwall] Councillor K Ewert to offer the involvement of any of the local Parishes from the Rame Peninsula, at an appropriate time. Also, Clerk to draft a social media 'opportunity for residents to join the working group for the NPS', which will subsequently come together for the first time in the New Year.

Clerk

Clerk

99-26D&L Climate and Environmental Action Plan

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

A revised meeting date to review the Climate and Environmental Action Plan needs to be set.

Clerk/Cllrs

100-26D&L Equality, Diversity and Inclusion

a) Torpoint Diverse Advisory Panel (DAP) update: -

Progressing a 'young persons' Diverse Advisory Panel group is being considered, a recruitment poster is being drafted and the hand-made DAP suggestion box has been put in the library and community hub.

101-26D&L Accounts for Payment.

PAYEE	Invoice Number	Total	TAX	NET	Description
Don Benson	2	56.00	0.00	56.00	Clock winding St James
Streetmaster	14233	244.80	40.80	204.00	Plaque for Rendle Park (Ackland Family)
NABMA	M440	509.00	0.00	509.00	Subscription 2026/27 (T&Cs 12 months in advance in writing to cancel, have cancelled 27/28)
Hampshire Flag Company	PO-0471	365.04	60.84	304.20	2 x Replacement Union Flags
Penny Madge	53	90.00	0.00	90.00	Out With Friends Bus Travel - October

Cornish Tea & Coffee Ltd	SL122637	180.64	0.00	180.64	Café Supplies Library	
TOTAL		**1,445.48**	**101.64**	**1,343.84**		

102-26D&L Correspondence

a) To consider and note: Anti-Social Behaviour Strategy consultation – Cornwall's Safer Cornwall Partnership – link to consultation Residents invited to help shape strategy for tackling antisocial behaviour in Cornwall - Cornwall Council: - Noted.

b) To note: Devonport Growth Programme Presentation to South East Cornwall CAP October 2026: - Noted.

c) To note: CALC: Winter Preparedness & Community Resilience Briefing by Cornwall Council – 18 November at 11.00am – CALC: -

Clerk explained the Operations Manager is planning to attend.

d) To note: The Forcer Principle – promoting a new initiative aimed at keeping veterans who are vulnerable safe from harm – via Cornwall Council: -

Noted. Councillor Mrs. J L Reeves has attended the online briefing earlier in the week and reported this is an interesting initiative aimed at keeping veterans who are vulnerable, safe from harm.

e) To consider and note: Budget analysis and response – CALC: - Noted.

Clerk

103-26D&L Date of next meeting

Thursday 3rd December 2026.

104-26D&L Any Business that has been disclosed to the Chairman and members prior to the meeting

- The Clerk referred to very recent correspondence, which had been shared earlier the same day with members', regarding urgent roof repairs, which are needed to the flat roof at the front of the Council Chambers building. The Operations Manager had sought a quotation for works from the contractor who had recently undertaken works to the roof of the building. The Clerk continued about the urgency of the works needed as due to a water leak in the roof have resulted in part of an internal ceiling being removed,. The Operations team has conducted a temporary repair, however, cannot confirm this fix will 'hold out', particular in poor weather. The Clerk sought a recommendation that due to these circumstances, to waive Financial Regulations, as this quotation is in excess of current spending limits of the Clerk. The quotation for work is £4,415.61 + VAT. Considering the points highlighted by the Clerk, it is **recommended** for the competition requirements within the Financial Regulations to be waived, given the nature of the leak, the location of the works, and the supplier's recent satisfactory completion of roofing works for the Council, where they were shown through a competitive process to represent best value. It is further **recommended** that once a commencement of works date is known, and assuming it is within appropriate timescales for the repairs to be undertaken, to appoint Watertight Roofing to undertake the roof repairs at a cost of £4,415.61 + VAT.

Council

Council

Meeting closed at 8.47pm _____ Chairman