



**TORPOINT TOWN PARTNERSHIP**



**Gorsedh Kernow**

**MINUTES** of the Torpoint Town Partnership Committee held on Thursday 10<sup>th</sup> July 2014 at 7.00pm in the Committee Room of the Torpoint Council Chambers, 4 York Road, Torpoint.

**PRESENT:** - Cllr M.Pearn MBE – Chairman, Cllrs E. Andrews, L. Keise, G.Davis (arrived approx 8pm), J. Tivnan and Mrs K Brownhill – Torpoint Events Co., Mrs C Goodman, T. Moore, Mrs R Slee, Mrs S Fraser, Mrs J Fincher, Mrs R Pellew

**Gorsedh** – Mrs M Fuller – Grand Bard, Mr T Hambly – Deputy Marshall, Mr M Davey, Dee Brotherton, Mr L Parsons, Ms J Downing, Cllr. B. Palmer – visiting from St. Austell Town Council  
Mrs C. Southworth - Assistant Town Clerk.

### **1. Welcome – Chairman**

The Chairman welcomed all to the meeting and thanked the members for attending.

### **2. Apologies**

Apologies were submitted on behalf of Pat Parkin – Gorsedh, Mike Millard – Marshall/Gorsedh, J. Creek – RNA, Mrs M Creek, O. Glasspool – Torpoint & Rame Youth Project, Mrs L. Murray – CHAT, Mrs J Martin, A. Martin, M. Jeavons and Mrs L. Jeavons.

### **3. Gorsedh update – 6<sup>th</sup> September 2014**

- Marquee will need to be erected on school field, to accommodate any overflows from teas served in the afternoon, this could include any friends and family of Bards who it is unable to accommodate. Tea and refreshments could be served in the marquee. The Chairman agreed to arrange for the Scouts to erect the marquee. **Action MP.** J Tivnan queried how power would be provided for the marquee? The Chairman explained there are plans to provide power to the external areas at the school. Kim Brownhill will be running the Benodet Park cream teas, in aid of the Christmas Lights funds.
- M Davey clarified that there will be a stall for the sale of programmes for the Bards.  
**Publicity (Lead by Dee Brotherton)**
- A draft copy of the programme of events is now available, quotes for printing are being gathered
- Confirmation now received from one speaker at the conference
- It is anticipated that the flier will not be available until nearer the time of the event
- In the meantime, an A5 flier and poster detailing some information has been compiled
- Enquirers can view more detailed information on the Esedhvos website: [www.an-daras.com/esedhvos2014](http://www.an-daras.com/esedhvos2014).
- The poster can be printed locally using either A4 or A3 paper, a demonstrated version of the poster printed on white and yellow paper was shown. It was agreed to forward the poster to the Assistant Town Clerk at Torpoint Town Council, who would then, with the assistance of the Chairman, arrange for members of the TTP to distribute around the town. Some members volunteered to assist with this.
- The A5 fliers can be circulated around the town, by members, closer to the time of the event. Diary updates can be made to the Torpoint Town Council website.
- Visit Cornwall, a leaflet which is distributed throughout the county, has included a reference to the event.
- Various publications, including Cornwall Life, My Cornwall and Cornwall Today have been contacted to feature, free of charge. Also contacted the Caravan Club publication, due to the reasonable closeness of the Looe caravan site, again no guarantees that the event will be included.

- Contacted the National Trust who have not yet agreed to use the event, however, there are various county "What's On" website, so the event should be publicised there.
  - Have made a link with the Tourist Office in Plymouth and will follow this up in due course.
  - Dee Brotherton encouraged members to circulate all the event information. J Tivnan highlighted the forthcoming Mt. Edgcumbe Country Fayre on Sunday 3<sup>rd</sup> August and suggested that fliers could be printed in advance and distributed at the Fayre.
- Church Concert**
- The Singers asked for the programme order and enquired if the performers will have seating in the church? The running order has not been confirmed, although the Torpoint Silver Town Band will be the final performers at the concert.  
Leadville Parsons has agreed to assist with the Cornish translations. Members from the Gorsedh indicated that Ross is organising the concert and will ask him to make contact with the Torpoint Lady Singers. It was agreed that up to 190 tickets could be sold. E Andrews reported that to date 46 persons had indicated that they wish to attend the concert. The remainder will be available for sale to local residents.
  - Mrs C Goodman indicated that if Head teachers and families of children from the local schools are to be informed, in advance, then information will need to be forwarded to them within the next week, as the schools will soon be coming to the end of the academic year and closing for the summer holidays.
- Action Assistant Town Clerk/MP.**
- A visit to the school, before the end of term, to see exactly where the teas are due to be served, was proposed. The Chairman agreed to contact the Site Manager, to arrange for the following week.
- Action MP.**
- Tea is due to be served at 5pm. The Grand Bard explained that immediately after the ceremony time is put aside for photographs to be taken. Agreed to establish the number expected to be on the top table for tea. **Action MF.**
  - Dancers – the Dance Steward has been liaising with Viv Smith from Hi-Kix Dance Centre, who are supplying the dancers for the Gorsedh day. Terrie Jones has met with Viv Smith regarding the costumes and the video. Contact details were disseminated.
  - Two attendants and also two flag bearers will be required.
  - Discussion regarding the possibility of wet weather, resulted in the Chairman agreeing to contact the school, to use the gym, if rain was forecast. **Action M Pearn.**
  - Foldaway chairs are required, up to 300 for the main event on Saturday at the Lawn. Loans from the following are proposed: HMS Raleigh, Scout Hut, Council Chambers, Benodet Park. Suggested that the Lions may assist with collecting and moving of chairs.
  - Cups and saucers and also side plates, will need up to 120, for the tea event. **To be actioned.**
  - Stalls – wet weather plans, in the event of wet weather, stall holders will be contacted by mobile phone in the morning, to advise that stalls are cancelled. **Action M Davey.**
  - It was suggested by John Tivnan Antony Estate to be asked to help with the removal of cars, if they become stuck in the wet weather.
  - Mrs M Fuller reported that she will send a list of VIPs she is planning to invite, to Cllr M Pearn for the Saturday main event. **Action M Fuller.**
  - Mr L Parsons asked regarding who would display signs in advance of the event, from Trerulefoot and around the surrounding area. **To be actioned.**
  - Cllr M Pearn asked if the artwork/design, which had been drawn by a local girl, had been incorporated into any marketing literature, or is planned to be included and asked for it to perhaps added to the posters. Unfortunately, it may be too late to include this in the publicity material. Mrs C Goodman agreed to email the name of the local girl to Merv Davey. **Action C Goodman.**
  - Mrs M Fuller enquired regarding availability of disability parking for winners, it was confirmed that parking will be available, with mini-bus transportation to the venue from the car park. J Tivnan explained that he is willing to undertake trips to and from the venue for disabled Bards and the winners could also be offered the use of the minibus transportation. E Andrews reported, from responses received to date, 8 people have indicated requirement to use the minibus for transportation. It was

proposed that parking could be allocated in the top car park for any award winners who indicate in advance that they have a disability.

- Parking was discussed further, Mrs C Goodman offered to provide a copy of a transport survey, recently completed in the town, to be made available for use, **action Mrs C Goodman**. It was suggested that Thanckes Park, top field, could be utilised for parking if needed. Will need to know exact number of disabled officers/Bards/award winners in advance, to reserve spaces for them.
- The ladies from the W.I. asked if the Bards are being provided with tea/coffee/refreshments whilst they are changing into their robes from approximately 11.00am? Currently they are not being offered this, the Grand Bard indicated this would be a lovely gesture if this could be made available, however appreciated the added work which would be involved with this.
- Mrs K Brownhill enquired regarding collection and return of the Bard's chair to and from Truro. A Martin has already offered to collect the chair, **J Tivnan** offered that he could pick up the Bards chair on the Friday from Truro and then deliver the chair back on Sunday, as he will be collecting the minibus from Penzance on these days.
- Ms J Downing enquired regarding the availability of chairs for the banner bearers who are members of the Old Cornwall Society, please advise Cllr M Pearn the approximate number of chairs that will be needed and these can then be added to the list to loan, **action Ms J Downing**.
- Additional teas and coffees will be made available in a marquee, erected outside. Jenny Hughes and the Scouts will be responsible for this.
- Start time amendment for Church Service on Sunday 7 September, it will commence at **3.30pm**.
- Mrs R Slee suggested that the Carbeile Inn, Carbeile Road, Torpoint could be given advance notice regarding the event, as they provide parking facilities and also serve food. If this was noted in the Bard information packs, visitors to the town may like to go there to eat.

#### **4. Gorsedh Financial Report – The Treasurer**

- The Treasurer provided a full report on ticket sales to date. Purchase of bunting was proposed, J Tivnan agreed to measure and calculate sufficient for display throughout the town centre and then order sufficient, **action J Tivnan**. J Tivnan agreed to order and then present receipt for reimbursement.
- Gorsedh mugs are to be paid for.
- Chamber of Commerce could invite the shops to decorate their shops, perhaps a competition could be offered, the shops could also be encouraged to display posters and distribute leaflets in advance.
- E Andrews reported 88 replies from Bards have ordered tea, with a maximum of 120.
- D Brotherton asked for number of responses for conference, 18 to date have indicated they will be attending the conference.
- E Andrews reported that tickets have been issued to all those who have submitted their forms already.
- The Grace card has not been issued and therefore it will be displayed during the serving of tea.
- M Davey asked for storage space for books, Cllr M Pearn indicated that the Council offices could be used for this purpose.
- M Davey asked for a microphone to be available for the book launch and also the conference, Cllr M Pearn agreed to seek the use of a microphone with an amplifier, **action M Pearn**.
- Due to the low numbers who have booked to attend the conference, it was proposed that members of the local Chamber of Commerce could be invited to attend, Cllr M Pearn agreed to propose this to them.
- Logo for Torpoint Town Council to be forwarded to Mrs D Brotherton, **action M Pearn**.

The Chairman thanked all members from the Gorsedh planning team for attending the meeting, including Cllr Brian Palmer, who was using this meeting as planning in preparation for the Gorsedh's visit to St. Austell next year.

## 5. Minutes of the meeting and matters arising from the TTP meeting held on 12<sup>th</sup> June 2014

Minutes of the meeting held on the 12<sup>th</sup> June 2014 were taken as read, with the following amendment: Item 7: Torpoint & Rame Youth Project Report, B. Hobbs reported that Millbrook and Kingsand are supported by the Rame Trust, updated minutes were signed by the Chairman.

## 6. Update on projects in and around the Town

- Cllr M Pearn thanked all present and asked for thanks be extended to all members/helpers who assisted with making the carnival a successful event. Feedback from around the town has been positive and the weather really helped make it a great afternoon! Photographs are available at the following link:  
<https://www.facebook.com/media/set/?set=a.10152989033108642.1073741846.710588641&type=1&=e3948e6681>

A summary of the finance is:	£
Catering	305.00 income
Raffle	207.50 income
Stalls etc.	225.00 income
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<u>TOTAL</u>	<u>737.50 income</u>

Less prize money 300.00  
Less 2 Boxes Sweets @ 3.59p = 7-18p

<u>Expenditure</u>	<u>307.18</u>
<u>PROFIT</u>	<u>£430.32</u>

- G. Davis reported there will be a donation from the Coconut Shy stall
- J. Tivnan to be re-paid £40.00 for road closure application
- It was proposed that letters of thanks should be sent to the Andy Martin from Production Support and also Declan from Armada Electrics, as without their time and support given for free, the event would not have been such a success. **Cllr M Pearn agreed to action.**

## 7. News letter / Advertising

- G. Davis indicated the 'Tyhee Times' news-letter deadline is Monday 14 July, suggestions for articles in the newsletter were welcomed: Mrs K Brownhill reported that she understood a local female was planning to have her head shaved for Cancer Research, she agreed to forward details, **action Mrs K Brownhill**. Other items for inclusion: the Torpoint & Rame Peninsula Lions Club Fair and also the results/funds raised from the Torpoint Lady Singers event. Cllr M Pearn agreed to forward the design details from the student who won had the winning design, **action Cllr M Pearn**.
- In October there will have been six issues of the Tyhee Times printed in the Advertiser, it will need to be discussed by Council, future plans for publicity of town events, the Council currently fund 50% of the cost.
- Delivery of the Advertiser was discussed by the group.

## 8. Torpoint & Rame Youth Project Report

Benodet Park is being hired out by the Council for the Play it again theatre companies Konnichiwa Kernow project on the following dates:

28<sup>th</sup> July – 1<sup>st</sup> August 9:30am – 4:30pm (rehearsals)  
2<sup>nd</sup> August 10am – 3pm (performances)

**9. Diary Dates for 2014/15**

Diary dates were distributed with the agenda, Gorsedh dates are all printed in red. These have been uploaded to the Council website

**10. Armed Forces Day 2015**

At the inaugural meeting of the Armed Forces Day Committee, the following member roles were agreed:

- Chairman - Cllr M Pearn
- Treasurer – Mr E Andrews
- Secretary – Mrs K Brownhill

A site meeting for this event was proposed, Cllr M Pearn agreed to contact other organisations, who may benefit from attending a site meeting, agenda item for the next meeting.

**11. Paint the Town Gold Fund raising – Cornwall’s Paint the Town Gold Campaign – September**

It was agreed to hold a table top sale on Saturday 27<sup>th</sup> September 2014. Mrs C Goodman agreed to inform the local schools of this event, as they may wish to become involved, **action Mrs C Goodman.**

Mrs K Brownhill has investigated tying a gold ribbon and a bow around the external walls of St. James’ Church. A competition could be held to guess the length of ribbon needed for this. A press release, perhaps suggesting the town wear gold on a specific day in September, would be needed to be publicised.

**12. Financial Report**

a. Account report - E. Andrews informed members that the balance to date is £2,260.75; a more detailed report is available to members if requested.

E. Andrews reported that the TTP contributes 50% of fee for the Advertiser; this has been agreed for a period of 6 months initially.

b. Accounts for payment:

- £40.00 Mr J Tivnan – Road closure carnival – reimbursement
- £150.00 Torpoint Town Council – Advertiser bill, for 3 months

All approved for payment.

c. Cheque signatory: E. Andrews reported that an additional signatory is recommended for the TTP Bank Account. The current arrangement is that any two out of three nominated signatories are required to sign cheques. Therefore, a volunteer is required. J Tivnan volunteered to become a signatory on the account.

**13. Any Other Business**

None.

**14. Date of next meeting**

The date of the next Torpoint Town Partnership meeting will be Monday 18<sup>th</sup> August 2014 at 7 pm in the Committee Room of the Council Chambers.

Meeting closed 8.50pm.....Chairman