



# TORPOINT TOWN PARTNERSHIP

**MINUTES** of the Torpoint Town Partnership Committee held on Thursday 8<sup>th</sup> September 2016 at 7.00pm in the Committee Room, York Road, Torpoint.

**PRESENT:** - Cllr. E Andrews, Mr A Brownhill – Torpoint & Rame Peninsula Lions, Cllr. G Davis, Mr A Glanville – Kernewek Link, Mr A. Martin, Cllr. Mrs. J Martin, Mrs L Murray – Community Health Around Torpoint (CHAT), Cllr. M.N. Pearn MBE, Cllr. J Tivnan – Torpoint Community Events Co, Mr T. Moore – Royal British Legion (RBL), Mrs C Southworth – Deputy Town Clerk (DTC).

The Deputy Town Clerk explained that in absence of the Chairman and Cllr. L Keise Deputy Mayor a Chairman was required for this meeting. Members proposed, seconded and elected Cllr. M.N. Pearn MBE to undertake the role as Chairman for this meeting.

## **1. Welcome – Chairman**

Cllr. M. N Pearn MBE thanked members for attending.

## **2. Apologies**

Apologies were submitted on behalf of Cllr. M J. Crago Town Mayor, Cllr. L Keise Deputy Mayor, Mrs K Brownhill, Mrs R Pellew – Torpoint Archives and Cllr. Ms R Tanner BEM.

## **3. Declarations of interest relating to items on the agenda**

None.

## **4. Minutes of the Meeting and matters arising (14<sup>th</sup> July 2016)**

The minutes of the previous meeting were confirmed as an accurate record.

Matters Arising.

a) Thank you letter Mr Stewart Dudman – completed.

b) Caterer from the Queen's Birthday celebrations – the DTC reported having recently received a donation of £25.00 from Coastline Catering.

c) Bank signatories – members unsure of current situation therefore Cllr. J Tivnan agreed to obtain a new form to apply to add signatories to the bank account – **action Cllr. J Tivnan.**

d) Measurements of Cambridge Field – these have been undertaken, the field has sufficient room for the Carbeile Field Gun Crew, however it does not have enough space available for the Arrow Barrows display team.

e) Barn Dance caller – Cllr. Mrs J Martin explained that a local caller is unavailable for this event.

f) Carnival banner The Town Fryer, Torpoint – the DTC had unfortunately not made contact and will endeavour to do so to establish the situation with sponsoring a banner for the carnival to be located at the entrance to Fore Street – **action DTC.**

g) The Chair and members noted their sadness, in particular to the organiser Cllr. J Tivnan, following the horrendous weather on Saturday 3<sup>rd</sup> September which resulted in the cancellation of the Proms on the Peninsula event.

## 5. Financial Report

a) The Treasurer indicated a balance in the bank account of £1,374.17 with the cheque of £48.00 to Torpoint Town Council for re-imburement of TTP banner purchased still to be presented for payment.

The Treasurer sought permission to withdraw cash funds from the bank account for the forthcoming carnival – which members approved.

Cllr. E Andrews left the meeting at this point.

## 7. Forthcoming events and projects

a) The Carnival (Saturday 24<sup>th</sup> September from noon)

Members and Cllr Mike Pearn MBE discussed the following points:

- Programme and entries will be distributed around the town
- Ice-cream van needs to be booked – **action Cllr. J Tivnan**
- Programme of events:
  - Town Band
  - RM Cadet Band
  - The Coppola School of Performing Arts
  - Carbeile Field Gun Crew
- Judging in the arena will be from 3.00pm.  
Judges are likely to be:
  - Capt Ellie Ablett
  - Andy Brownhill – President of the Lions
  - Clive and Julie O’Shaughnessy – Millbrook Town Crier
  - Mayor and Mayoress of Torpoint – Cllr M John Crago and Mrs Tina Crago
- The procession will lead off from Cambridge Field at 4.00pm
- Catering/Food outlet – The Town Fryer have agreed to sell hot food again this year and will donate all their profits to the Carnival. The DTC drew members attention to an application received from Coastline Catering to sell food at the event. However, members felt that as the event is a fundraising event for the town and as The Town Fryer donates all profits, then it was felt that there should not be an alternative food option available. It was agreed for the DTC to contact Coastline Catering to explain the situation and return their cheque/application – **action DTC.**
- The DTC detailed the applications for stalls already received.
- Raffle prizes are required, DTC to ask Councillors for a donation – **action All/DTC.**
- Coconut shy is available for use – Cllr J. Tivnan indicated that Torpoint Army Cadets could run the stall and they will provide the coconuts – **action Cllr. J Tivnan/Cllr. G Davis**
- Vintage cars to be available at 3.45pm
- Tables/chairs etc. to be collected from the Council Chambers at 9.00am Saturday morning – **action Mr A Martin/DTC**

## 8. Fund Raising

Cllr. J Martin agreed to investigate Big Lottery Funding – **action Cllr. Mrs J Martin.**

## 9. News Letter / Advertising

- Posters and social media publicity to advertise the Carnival have been published in the Herald
- Kernewek Link have run an advert on the Carnival and included the carnival entry form
- Advertiser
- TTP Banner
- The Town Fryer offered to sponsor a banner to displayed at the entrance to Fore Street, see Minute number 4(f).

## 10. Diary Dates 2016

Friday 4<sup>th</sup> November - CHAT 25<sup>th</sup> Anniversary Tea Dance event at the Council Chambers to be added – further details to follow.

The diary dates will be updated and circulated.

Christmas Lights switch on Saturday 26<sup>th</sup> November

- Cllr. J Tivnan explained the Christmas Lights arrive on 10<sup>th</sup> or 11<sup>th</sup> November, storage of the lights is sorted for this year.
- Cllr. J Tivnan reported having already submitted the application for road closure to Cornwall Council.
- Draft Programme of events:
  - Invite Torpoint Nursery & Infant School
  - Invite Carbeile Junior School
  - Invite Torpoint Community College to each have 20 maximum minutes slot – **action DTC**
- Children’s Entertainer, members felt this was a great asset to the event – **action Mr A Martin**
- Cornerstone Church, members felt that this really useful being able to use the Church in light of the weather and agreed to ask the Church if it would be willing to be open again – **action The Mayor/DTC.**

## 11. Reports from any organisations

CHAT – Mrs L Murray indicated that as well as the plans for the forthcoming 25<sup>th</sup> Anniversary of CHAT event (detailed above), the CHAT Directory is currently being edited for planned distribution in November 2016.

## 12. A.O.B.

- Cllr. J Tivnan asked for details on the forthcoming event: Sunday 2<sup>nd</sup> October HMS Raleigh exercising their Freedom of the Town Parade. The Chair explained:
  - 10.30/10.45am HMS Raleigh will march from the car park alongside the Sports Centre
  - 11.00am Salute by Capt Ablett at the Ferry lanes
  - HMS Raleigh will march back to the car park, giving a salute outside the Legion, Antony Road.
  - A PA is being provided by HMS Raleigh.

## 13. Date of next meeting

The date of the next Torpoint Town Partnership meeting is set for **Thursday 13<sup>th</sup> October 2016, 7.00pm**, Committee Room, Council Chambers.

Meeting closed 8.00pm.....Chairman