

MINUTES of the Torpoint Town Partnership Committee held on Tuesday 18th April 2017 at 7.00pm in the Committee Room, York Road, Torpoint.

In the absence of the Mayor and Deputy Mayor, members elected Cllr Mike Pearn MBE to Chair the meeting.

PRESENT: Cllr M.N. Pearn MBE - Chairman, Cllr Mrs K Brownhill, Mr A Brownhill - Torpoint & Rame Peninsula Lions, Cllr G Davis, Mr A. Martin, Mrs L Murray - Community Health Around Torpoint (CHAT), Mr T Moore - Royal British Legion, Viv Smith - Hi-Kix Dance Centre, Cllr J Tivnan - Torpoint Community Events Co, Mrs C Southworth - Deputy Town Clerk (DTC).

		ACTION
1.	Welcome – Chairman Cllr Mike Pearn MBE welcomed members to the meeting, including Viv Smith from the Hi-Kix Dance Centre.	
2.	Apologies Apologies were submitted on behalf of Cllr. M J. Crago Town Mayor, Cllr. A Glanville – Link 2u, Cllr. L Keise Deputy Mayor, Cllr Mrs J Martin, Mrs L White and Mr D White – Town Fryer and Mrs R Pellew – Torpoint Archives.	
3.	Declarations of interest relating to items on the agenda None.	
4.	 Minutes of the Meeting and matters arising (21st March 2017) The minutes of the previous meeting were confirmed as an accurate record. Matters Arising: a) Purchasing a gazebo – the DTC explained the town council has now received the pop up gazebo for use by residents/organisations in the town. The DTC is seeking clarification from the council whether charges are to be applied for the hire/use of the gazebo. A contents list was suggested to be compiled by Cllr J Tivnan, as there are several parts to this equipment. b) Carbeile Junior School Field Gun crew are confirmed to attend the June event. c) Viridor (skip hire) – the DTC has not received confirmation of the booking, Cllr J Tivnan agreed to follow this up. d) Cornish Pod have confirmed their attendance at the June event – income £80.00. e) Stallholders – form produced and being used. f) Ice-cream van – income £70.00. g) Publicity/Advertising June event – Cllr J Tivnan volunteered to contact Debra Chinn at Link 2U. h) Battle's Over WW1 Beacons of Light 11th November 2018 – DTC to forward email with more detailed information of this event. 	Cllr J Tivnan Cllr J Tivnan DTC

	 i) Carnival date – After discussion, the carnival date has been re-arranged to Saturday 30th September 2017. j) St John Ambulance – Cllr J Tivnan highlighted future fundraising concerns with St John Ambulance, who may be required to charge for attendance at community events in the future. k) Collecting tins – the DTC explained three collecting tins have been placed at local businesses in the town. 	
5.	Financial Report	
	 a) Accounts update - The Treasurer confirmed the current accounts are up to date and statement of balance is £1,499.37. 	
	 b) i) The DTC drew attention to the proposed budget for the June 2017 community event, which was updated by members (see attached document). 	
	ii) The DTC explained Torpoint Town Council has allocated £5,000.00 in the budget for financial year 2017/18 for a Tourism Festival. Therefore, members identified a current shortfall in the proposed budget for this event. Cllr G Davis highlighted that although it had been hoped to apply for grant funding to the Big Lottery Fund, as an application could not be made until nearer the time of the event, there were now no longer any funds remaining in the pot available, which was disappointing. Following identification of the shortfall, members proposed and seconded a recommendation to write to Torpoint Town Council to seek an additional £2,000.00 funding, in addition to the existing £5,000.00, towards the Feel Good Festival being held in Thanckes Park on Saturday 24 th June 2017 – action DTC.	
	iii) Sponsorship – members suggested contacting local businesses and organisations along with members of the local Chamber of Commerce to seek sponsorship. Mr A Martin explained that this could either by sponsoring a performance or act or simply donating to the overall cost of the organisation of the event.	DTC
	Cllr G Davis highlighted the importance of advertising this as a community event and therefore indicated that posters need to be placed all around the Rame Peninsula – action DTC to forward the poster to all local Parish Clerks and arrange distribution at various locations.	DTC
6.	Forthcoming events and projects	
	 a) Saturday 24th June 2017 additional discussions: Three separate areas for the event: Main stage, Talent stage and an Arena. Mrs V Smith added that Hi-Kix Dance Centre would like to have a slot in the schedule – action Mr A Martin. Programme for the day is being finalised by Mr A Martin and will include: 1:30pm Town Band to play prior to the opening of the event 2.00pm Open/welcome (by whom is to be confirmed) Torpoint Nursery and Infant School 	Mr A Martin

11.	A.O.B. None.	
10.	 Report(s) from other organisations a) CHAT – Mrs Lyn Murray was delighted to report that CHAT are due to receive a donation of £1,800 from the Torpoint Co-op, which is local funding being put back into the local community. b) Cllr John Tivnan detailed attending a meeting with town council representatives and Mr A Drake from Cormac (Transport Solutions Cornwall Council), who is looking to set up a speed monitoring device in the town. 	
9.	Diary Dates 2017 Will be updated and circulated with the minutes.	Cllr M N Pearn/DTC
8.	News Letter / Advertising > As discussed. > More information to be uploaded to social media nearer to the date.	DTC
7.	Fund Raising > As discussed.	
	Morris Dancers (1st performance) Carbeile School Field Gun crew Arrow Barrows The Coppola School of Performance Arts Hi-Kix Dance Centre Carbeile Junior School Dulcet Tones Torpoint Community College School Band Morris Dancers (2nd performance) Torpoint Community College Samba Band Local performers, including Janine Wright/local female duo Downderry Band Chameleon The mini town crier competition to run heats at an alternative location within the Park, with the top finalists taking to the stage. DTC to explain to the Town Crier.	DTC