



TORPOINT NEIGHBOURHOOD DEVELOPMENT PLAN

MINUTES of a meeting of the Torpoint Neighbourhood Development Plan (NDP) held on Monday 18th April 2016 at 7.00pm in the Committee Room, 4 York Road, Torpoint.

PRESENT: Mrs Andrea Johnson (Chair), Eddie Andrews (late arrival), Jon Cowd, Gary Davis, Chris Goodman, Lisa Hocking, Debbie Marks, Clare McCallum, Sheena Morton, John Osborn, Mike Pearn MBE, John Tivnan, Tony Walsh and the Deputy Town Clerk, Milly Southworth (DTC).

Also in attendance: Brian Hobbs and Rachel Tanner.

The Chair welcomed all those present to the meeting and invited introductions.

128-15 NDP Apologies for absence

Apologies for absence were submitted on behalf of Mike Briggs and Rob White.

129-15 NDP Declarations of Interest relating to items on the Agenda

None.

130-15 NDP Minutes of the previous meeting

The minutes of the Torpoint Neighbourhood Development Plan meeting held on Monday 7th March 2016 were approved with the typing correction on Page 4 under Open Forum to George.

131-15 NDP Matters arising from the minutes

- a) Acknowledge P Hamlyn's resignation – The Chair has acknowledged and thanked Mr Hamlyn for his support on the steering group, in response he has re-iterated his enthusiasm for the group and his wish to be kept informed of progress.
- b) Communicating the Vision to schools – The Chair explained this action will be completed, once the final Vision is published.
- c) Communications working group – The Chair explained that the recently agreed meeting date had been postponed and therefore a new meeting date would be set at the end of this meeting.
(Post meeting note: Friday 22nd April 2016 was agreed.)

132-15 NDP Report from the Chair

- a) Resignation of Chair of the Steering Group:-

The Chair explained that due to an impending house move to Plymouth, she had submitted her resignation as Town Councillor of Torpoint Town Council to the Mayor, as she would no longer be residing in the town. The Chair continued that her resignation extended to the position of Chair of the Neighbourhood Development Plan steering group and therefore this would be the last meeting

she would attend and also Chair. The Chair added that she had thoroughly enjoyed being part of a dedicated team of volunteers who are very keen to see the Neighbourhood Plan through to completion, thanking all those who had given up their time to this project. Adding that she would like to continue to be informed about progress on the project and should the possibility arise assist in the future. Thanking all those present, Members replied to the Chair expressing their sadness at the Chair's impending departure from the group, acknowledging the reasons behind her decision, whilst wishing her well for her house move and the future.

b) Publication of the final Vision for Torpoint:-

Version II of The Vision document has been received by the Town Council and members electronically. The Chair thanked NDP members for their contribution to the work undertaken by the planning consultants, which has greatly assisted with the preparation of the Vision for Torpoint document. Members were hopeful that the document would be adopted by the Town Council at their forthcoming April meeting. (Post meeting note: Torpoint Town Council adopted the Vision for Torpoint document at the Council meeting held 22nd April 2016.) The Chair added that Zoe Bernard-John (Cornwall Council) has now reviewed the Vision document and has submitted some changes and recommendations to the planning consultants for inclusion.

Members debated the current situation at the lower end of Torpoint, with land and existing property being available for sale on the open market. The Chair explained that this group has been working closely with various stakeholders in the town, including Cornwall Council, and they are well aware of the Vision work being undertaken and it is hoped will continue to work to the benefit of the town in the future. Gary Davis added that by completing the Vision for Torpoint work so far, this steering group is heading in the right direction for the future. Tony Walsh explained that he is keen to ensure that the community is kept on side, John Osborn added that residents need to be informed that this steering group is doing the best it can for the town. A press release to support these comments would be prepared – **action Comms group**. Brian Hobbs volunteered to investigate the current situation of the land and property available for sale at the lower end of Torpoint – **action Brian Hobbs**.

(Eddie Andrews joined the meeting.)

133-15 NDP Publicity/Correspondence

a) Cornwall Council – Training: -

The Chair explained forthcoming NDP training workshops being offered by Cornwall Council, details to be circulated, responses to the DTC if members are interested to attend any sessions – **action Member/DTC**.

b) Vision feedback: -

The Chair read a letter, from an anonymous correspondent, expressing their concern about the proposed new housing development, citing its close proximity to the Thanckes tanks as being hazardous and dangerous. Members recalled that an area for a blast zone is documented, adding that this information should be included in the final Vision for Torpoint publication.

134-15 NDP Report from sub groups

a) Project Plan

In the absence of the Vice-Chair, the project plan will be updated at the next meeting.

The Strategic Priorities (within the NDP) were briefly discussed again, members had already volunteered where their skills/knowledge are most appropriate to assist with the writing/compilation of policies, additions in [blue](#):

Number	Strategic Priority	Volunteer(s)
1	Development Requirements	Gary Davis
2	Housing	Rob White, Lisa Hocking
3	Employment	
4	Retail	Mike Briggs, Lisa Hocking
5	Community	Mike Briggs, Debbie Marks, Lisa Hocking
6	Leisure/Tourism	Debbie Marks, Rob White, John Osborn, Lisa Hocking , Chris Goodman
7	Community Infrastructure Levy	Gary Davis, John Osborn
8	Design & Local Distinctiveness	John Osborn

Evidence and data gathering – Chair and ATC will be responsible for this.

Communications – [Sheena Morton](#)

It was agreed to engage with Zoe Bernard-John to establish the way forward with drafting policies to fit these strategic priorities – **Action Gary Davis/DTC.**

b) Communications

See note 131-15 NDP (c).

135-15 NDP Financial Update

The DTC is investigating the possibility of applying for further grant funding, as the amount available has recently increased. The following for consideration by Torpoint Town Council:

1. Is it possible for travelling expenses to be reimbursed to NDP steering group members to attend the Cornwall Council training workshops?
2. Recent mapping expenses / travelling expenses incurred by planning consultants have been received after the remaining NDP grant funds have been returned, request payment?
3. See Minute number 136-15 NDP, if the Vision for Torpoint is adopted by the Town Council, it is hoped that the planning consultants would be invited to assist with the presentation of the Vision at the Annual Parish Meeting, could their travelling expenses be paid for attendance at this event?

136-15 NDP Report to Council

Gary Davis explained plans to present the Vision for Torpoint at the forthcoming Annual Parish Meeting at the end of May. In the past this meeting has been held on the same evening as the Adjourned Council meeting and it was felt that this would be a great opportunity to showcase the work undertaken by the NDP group and present the Vision. Members agreed with this proposal and it was felt that it would be preferable for the meeting to commence at 6pm, as this may encourage greater attendance from residents and stakeholders. t to Council will be re-instated. (Date of the Annual Parish meeting: Thursday 26th May 2016.)

137-15 NDP AOB

a) Coastal Community Team (CCT): -

Gary Davis (Chair of the CCT) summarised progress to date:

- i) The local Parish Councils and Torpoint Town Council have supported an application to Cornwall Council's Community Network Panel, which is to assist devolution and partnership working for £10,000 for the appointment of a part time Administrator plus an application for £3,000 for Legal expenses to set up a Community Interest Company. The public meeting is on 29th April 2016 at 6.30pm in the Council Chambers, Torpoint.
- ii) A strategic meeting is being planned with representatives from Cornwall Council to commence talks on projects from the Economic Plan.
- iii) A similar meeting is being planned with representatives from Plymouth City Council.
- iv) Investigations into various funding opportunities are commencing.
- v) The project whereby grant funds were awarded to Sheviack Parish Council to design and build a dinghy rack, kayak rack and install a winch at Portwrinkle Harbour is progressing well, although the project has not been without its pitfalls. It is anticipated that the scheme will generate a small income for the Parish Council.

b) New volunteers: -

Lisa Hocking commented that this would be an ideal opportunity to recruit further volunteers from the town to be part of the policy writing, members agreed, this will be included in the next press release – **action Chair/DTC.**

c) Locations for Vision advertising in the town: -

Tony Walsh reported that permission to display a poster at the Town Fryer has been given; Chris Goodman explained that permission to display poster/signage at the YMCA had also been given.

d) Chair's departure: -

Mike Pearn MBE said farewell and thanks to Andrea Johnson for her invaluable contribution to the NDPlan steering group and the many hours of time she has dedicated to the future of the town.

138-15 NDP Date of next meeting

Monday 9th May 2016, 7pm, Committee Room, 4 York Road, Torpoint.

The meeting closed at 8.10pm.