



## **TORPOINT NEIGHBOURHOOD DEVELOPMENT PLAN**

MINUTES of a meeting of the Torpoint Neighbourhood Development Plan (NDP) held on Monday 9<sup>th</sup> May 2016 at 7.00pm in the Committee Room, 4 York Road, Torpoint.

**PRESENT:** Jon Cowd, Gary Davis, Chris Goodman, Lisa Hocking, Sheena Morton, Mike Pearn MBE, Rob White and the Deputy Town Clerk, Milly Southworth (DTC).

Also in attendance: Brian Hobbs.

The Vice-Chair welcomed all those present to the meeting and invited introductions. The Vice-Chair explained that as the positions of Chair and Vice-Chair become available next month, the election of a Chair for this meeting would therefore be postponed until the June 2016 meeting.

### **1-16 NDP Apologies for absence**

Apologies for absence were submitted on behalf of Eddie Andrews, Mike Briggs, Debbie Marks, Clare McCallum, John Osborn, John Tivnan and Tony Walsh.

### **2-16 NDP Declarations of Interest relating to items on the Agenda**

None.

### **3-16 NDP Minutes of the previous meeting**

The minutes of the Torpoint Neighbourhood Development Plan meeting held on Monday 18<sup>th</sup> April 2016 were approved.

### **4-16 NDP Matters arising from the minutes**

- a) Press release – The communications group have drafted a press release, which has been circulated. It will be updated and then publicised again advising residents of the presentation of The Vision for Torpoint being given at the Annual Parish (Town) Meeting on Thursday 26<sup>th</sup> May
- b) Land and Property Sale – Brian Hobbs explained that details of the sale of land and buildings at the lower end of town can be viewed on the internet. Members debated whether any bidder for this site would take into consideration the views of the residents of the town in their planning proposals, especially considering the Vision for Torpoint is due to be published at the end of this month. The Vice-Chair re-iterated the importance for the aspirations of the community to be considered in the proposals being made. Members suggested the Deputy Town Clerk makes contact with the selling parties and/or selling agent for a progress report on the sale – **Action DTC.**
- c) Cornwall Council training – The DTC explained that Sheena Morton, John Osborn, John Tivnan, Rachel Tanner and Lisa Hocking have all expressed an interest in attending various NDP training workshops being offered free of charge by Cornwall Council. The DTC added, at the April Council

meeting Members resolved for any travelling expenditure for these training sessions would be duly re-imbursed by the Council, to a total ceiling value of £100.00. Members to submit their travel expenditure claims to the DTC, for Council approval, for subsequent re-imburement.

- d) Update on the way forward with Zoe Bernard-John – Following a recent telephone conversation with Zoe Bernard-John (ZB-J) and the DTC, Gary Davis explained that ZB-J has forwarded a document which is hoped will assist with compilation of the NDP policies. Gary Davis agreed to circulate this information, which will be accompanied by other material of benefit to this process – **action GD/DTC**. Members discussed the way forward with setting up working groups for each of the strategic priorities, agreeing that a lead for each priority is required. It was agreed that the first working party group will look at Housing, with Rob White, Gary Davis, Sheena Morton and Lisa Hocking starting discussions in this area – **action RW/GD/SM/LH to arrange meeting**.

### **5-16 NDP Report from the Chair**

- a) Election of Chair:-

The Vice-Chair explained that as the position of Chair and Vice-Chair become available next month, the election of a Chair for this meeting would be postponed until the June 2016 meeting.

- b) Report from Vice-Chair:-

The Vice-Chair indicated that additional volunteers are being sought to assist with drafting policies.

- c) Publication of the final Vision for Torpoint:-

The Vision for Torpoint has now been adopted by the Town Council. At the Annual Town (Parish) meeting, **6pm on Thursday 26<sup>th</sup> May, Committee Room**, Clifton Emery Design will be giving a presentation on the Vision for Torpoint. NDP members are welcome to attend the meeting and it is envisaged that hard copies of the Vision will be distributed to Councillors, NDP members and various stakeholders in the town, at the meeting.

### **6-16 NDP Publicity/Correspondence**

- a) Cornwall Council – Training:-

See 04-16 (b) NDP.

### **7-16 NDP Report from sub groups**

- a) Project Plan:-

The Vice-Chair indicated that the project plan will be updated with information provided by ZBJ, in advance of the next meeting.

- b) Strategic Priorities:-

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, <a href="#">Sheena Morton</a>
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 DTC will be responsible for this.

Communications – Sheena Morton

Gary Davis explained the advantages of looking at other plans and draft plans; some similar ones are available:

- i. The Roseland Plan <http://www.roselandplan.org/>
- ii. St Eval <https://www.facebook.com/St-Eval-Neighbourhood-Plan-486528528103908/>
- iii. St Ives Area <https://stivesnplan.wordpress.com/>
- iv. Rame Peninsula Draft NP <https://ramepeninsulaneighbourhoodplan.com/>

Identifying that the Employment priority/group does not currently have any volunteers from the NDP, Brian Hobbs explained contact with Torpoint Youth and Children's Centre could be made as one day a week the Centre offers an employment day there. He suggested there may be people who attend this who would be interested in volunteering in this priority area – **Action Gary Davis/DTC.**

c) Communications:-

Sheena Morton reported the Communications group meeting on 22<sup>nd</sup> April 2016 as well as a meeting prior to this meeting. The presentation of the Vision for Torpoint to the town at the forthcoming Annual Parish (Town) Meeting has been the main item of discussion at these meetings, including ensuring press releases are drafted and stakeholders in the town are informed. As the outgoing Chair took responsibility for the Facebook page, this will now need to be undertaken by a new member and a volunteer is being sought for this – **Action members.** Hard copies of the Vision will be made available at various locations in the town as well as the DTC's office.

Gary Davis explained that members can encourage the public to attend as this is the first opportunity to promote the Vision for Torpoint. He added that it is hoped Councillors will support the presentation and Vision, then consider what the Town Council can do to start making change happen for the better of the town.

### **8-16 NDP Financial Update**

The DTC explained the Town Council had resolved to approve the additional proposed expenditure reported at the last meeting.

### **9-16 NDP Report to Council**

Gary Davis explained the Minutes will be the monthly Report to Council and in the absence of a Chair volunteered to present the minutes at the next Council meeting.

### **10-16 NDP AOB**

a) Employment as a priority: -

Chris Goodman offered the opportunity to assist with make contact with local employers, due to setting up work experience for the students at Torpoint Community College.

b) New volunteers: -

The DTC offered to meet to discuss volunteering on the NDP with anyone considering joining the steering group.

### **11-16 NDP Date of next meeting**

Monday 6<sup>th</sup> June 2016, 7pm, Committee Room, 4 York Road, Torpoint.

## **OPEN FORUM**

Tremayne Carew-Pole, Odette Forse and Paul Girling attended the meeting.

Q. Does the NDP steering group have a time frame for completion of the draft policies?

A. Yes, there is a Project Plan in place, which is regularly reviewed to check the plan is target for submission of policies within a timeframe.

Q. It is understood a similar project/report (to The Vision for Torpoint) has been undertaken in the past, what happened as a result of the project work undertaken?

A. Yes, there was a report undertaken in the past, it was an independent report and prior to that a report was compiled by the Market and Coastal Town initiative, these reports needed to be refreshed. The reason for instructing new studies and an updated report is to try to do it ourselves and also gain support from the Town Council. Chris Goodman reported the Transport Users Group was set up as an action, along with a cycle group was investigated. It is envisaged that the Neighbourhood Plan will be a legally binding document, which is used in the planning process.

The meeting closed at 8.25pm.