



## **TORPOINT NEIGHBOURHOOD DEVELOPMENT PLAN**

MINUTES of a meeting of the Torpoint Neighbourhood Development Plan (NDP) held on Monday 10<sup>th</sup> October 2016 at 7.00pm in the Committee Room, 4 York Road, Torpoint.

**PRESENT:** Gary Davis (Chair), Eddie Andrews, Jon Cowd, Allan Glanville, Chris Goodman, Debbie Marks, Clare McCallum, Odette Norreys, Rachel Tanner BEM, John Tivnan, Rob White (Vice-Chair) and the Deputy Town Clerk - Milly Southworth (DTC).

### **53-16 NDP Apologies for absence**

Apologies for absence were submitted on behalf of John Crago (Town Mayor), Lisa Hocking, John Osborn, Sheena Morton, Mike Pearn MBE, Tony Walsh and Rob White (Vice-Chair).

Lynne Stamp was unable to attend, and has indicated to the Deputy Town Clerk her willingness to volunteer for the group when needed.

### **54-16 NDP Declarations of Interest relating to items on the Agenda**

Allan Glanville – Declared non pecuniary interest as Co-editor of Kernewek Link.

### **55-16 NDP Minutes of the previous meeting**

The minutes of the Torpoint Neighbourhood Development Plan meeting held on Monday 5<sup>th</sup> September 2016 were approved.

### **56-16 NDP Matters arising from the minutes**

- a) The Chair offered to obtain the names of the consultee organisations from CC, these are apparently available from Emma Ball who delivered the NDP training – **Action DTC.**
- b) Torpoint Enhancement Team – The Torpoint Tidy Up poster was not received by the DTC in time to be included in the Carnival display. The Vice Chair explained that he wished to make comments on this later in the meeting. Pursuant to Minute 47-16NDP (c) the Chair explained that Torpoint Tidy Up should be separated from the Neighbourhood Development Plan, and suggested that this would be an additional agenda item under Report from sub groups. Chris Goodman explained that she had recently been involved with students from Torpoint Community College at a beach clean with the Lions. Chris Goodman added that the students are desperate to clean the street signs in the town and there plans afoot for this to happen. John Tivnan explained that the pavement / weeds along the pavement from Thanckes Tanks to the Torpoint boundary will be removed by February 2017, adding that Cornwall Council have offered the use of their "litter trolley".
- c) Pursuant to Minute the DTC has emailed Zoe Bernard-John to thank her for running the session.
- d) Pursuant to Minute 50-16 NDP (b) the Chair provided an update on the recommendation to Council to allocate £10,000 from the Council's 2016/17 budget for the purpose of writing the NDP policies. The Council have approved the recommendation and the tender documentation has been

drafted, approved and issued and the process has now commenced. The Chair explained that it is anticipated that Council will **recommend** the tender outcome to be delegated to Councillors to make a formal decision at the meeting of the Finance and Personnel Committee scheduled for Monday 31<sup>st</sup> October 2016.

### **57-16 NDP Report from the Chair**

#### **a) Carnival: -**

The Chair commented that although he received really good feedback from the public at the Carnival event about the Vision proposals, he explained that he was disappointed that only three members of the steering group were available to assist at the event and all of those were Councillors. The Chair thanked the Vice Chair for enabling the free use of the gazebo. He added that the responses from the public, will need to be typed up, Rachel Tanner agreed to action this – **action Rachel Tanner**. The group discussed co-ordinating a list of names and contact details for those interested in participating in Torpoint Tidy Up, the Vice Chair volunteered to undertake this – **action Vice Chair**.

b) The Chair gave a brief report of email correspondence received today from Clifton Emery Design Ltd, the consultants who had undertaken the production of the Vision for Torpoint for Torpoint Town Council. Following a submission to the Landscape Institute Awards 2016 by Clifton Emery Design Ltd for the Vision for Torpoint, Clifton Emery Design has received notification that they will either be a “winner” or “highly commended” in the category Urban Design and Masterplanning. The Chair explained that a press release and social media publicity will be drafted and issued in due course, in conjunction with Clifton Emery Design – **action DTC**.

#### **c) Tender process/funding for NDP policy writing:-**

The Chair wished to thank the housing policy group for all the work undertaken during the summer period, which then led to the decision to recommend to Council to engage with planning consultants to take the work forward, due to the complexity of the subject matter. The Chair explained that once the tenders have been considered, it is anticipated that the appointed consultants will be invited to attend the next meeting of the NDP steering group. The Vice Chair strongly objected to the recommendation to use a budget of up to £10,000 of council funds for this to happen. He added that he was against this decision and that he was really disappointed that the Council approved this recommendation. In response John Tivnan explained his point of view, indicating that he had attended Cornwall Council training which in his opinion did not assist with the development of the policy writing. He added that the members of the steering group, albeit dedicated and hardworking, do not possess the professional skills to develop the Neighbourhood Development Plan and therefore it is in the best interest of Torpoint to proceed in this matter. Eddie Andrews, in response, although respecting the Vice Chair’s point of view, gave his opinion also stating that he believes he has not voted to waste public funds, yet invested in the appointment of professionals who are in a position to be able to undertake this part of the process better. The Chair summarised the process again, highlighting the importance of ensuring that strict timescales will be set with the appointed consultants which will be monitored closely.

### **58-16 NDP Publicity/Correspondence**

#### **a) Press release:-**

The Deputy Town Clerk will ensure a press release is drafted to publicise the potential award – **action DTC**.

#### **b) Social media:-**

Publicity for Torpoint Tidy Up and future meetings to be added.

c) Neighbourhood Planning e-bulletin September 2016:-

Noted.

d) Email T Harris:-

Proposals for housing to be built within the area adjoining the rear of Primrose Close. Noted

e) Email K Roddell:-

Feedback following attendance at the Carnival NDP stand.

### **59-16 NDP Report from sub groups**

a) Project Plan:-

An updated version from the Vice Chair will be circulated in due course - **action Vice-Chair/DTC.**

b) Strategic Priorities:-

i) Housing Policy

No further update.

c) Tidy Up Torpoint:-

i) The Vice Chair detailed contact with the art department at Torpoint Community College about students from the school replacing the mural located at Sparrow Park.

ii) The Vice Chair has met with representatives from the Friends of Thanckes Park and walked around the park looking at areas for improvement. The Vice Chair detailed information boards which are being worked up for installation in the park. The Chair reminded the Vice Chair that any planned works associated with Thanckes Park will need the permission of Cornwall Council who are the landowners.

iii) The Vice Chair added his thoughts about the tidying up of other areas, including Benodét Park., the skate park, Antony Road etc and the Chair asked the Vice Chair to be mindful of current land owners. Members discussed how best to move the project onwards, indicating that PPE (Personal Protective Equipment) would be required in most cases. A Torpoint Tidy Up banner or road sign could be purchased and then used to publicise this to attract further volunteers. Jon Cowd volunteered to look at producing artwork for a suitable sign, with the logo "Pride In Our Place" – **action Jon Cowd.**

### **60-16 NDP AOB**

Allan Glanville detailed a query concerning commercial premises and their legal compliance, or not, to provide disabled access to their premises. The reason for bringing this to the attention of the NDP steering group is to be mindful in the future when considering new developments and the disability access which is/is not being provided in planning documentation.

### **61-16 NDP Date of next meeting**

Monday 7<sup>th</sup> November 2016, 7pm, Committee Room, 4 York Road, Torpoint. Agenda item for next meeting: Financial forecast.

### **OPEN FORUM**

None.

The meeting closed at 8.30pm.