

TORPOINT NEIGHBOURHOOD DEVELOPMENT PLAN

MINUTES of a meeting of the Torpoint Neighbourhood Development Plan held on Monday 8th June 2015 at 7.00pm in the Committee Room, 4 York Road, Torpoint.

PRESENT:, Mrs Andrea Johnson (Chair), Eddie Andrews, Mike Briggs, Jon Cowd, Gary Davis, Chris Goodman, Pete Hamlyn, Lisa Hocking, Clare McCallum, John Osborn, Mike Pearn MBE, William Pixley, Tony Walsh and the Assistant Town Clerk, Milly Southworth (ATC)

The Chair welcomed a new member to the steering group meeting: Gloria Courts.

11-15 NDP Apologies for absence

Apologies for absence were submitted on behalf of Jon Sands (Vice-Chair), Andrew Evans, Debbie Marks, Sheena Morton, John Tivnan and Rob White.

12-15 NDP Declarations of Interest relating to items on the Agenda

None.

13-15 NDP Minutes of the previous meeting and matters arising

The minutes of the Torpoint Neighbourhood Development Plan meeting held on Monday 11th May 2015 were taken as read, with the typing correction made to the date.

14-15 NDP Report from the Chair

- a) The Chair expressed thanks again to the data entry team for inputting the paper based surveys. Totals from the online survey and input to date, as at 8th June 2015, are 1092, which is excellent response compared to 774 reported at the last meeting. Also thanking Chris Goodman and staff from Torpoint Community College who have facilitated and encouraged their students to complete the survey, which means that the number of surveys completed by the under 20 age group has now increased to 107 responses. This is clearly a more representative profile from this age group. In addition, extending the online survey has also boosted the number of responses from the 21-30 age group, which is great news when analysis commences. There are a few surveys from the students to be input, deadline for inputting is Friday 12th June.
- b) The Chair highlighted the results following initial analysis of each individual question from the questionnaire as follows (on a scale of 0 – 5 where 1 is Very dissatisfied and 5 is Very satisfied):

Question 1: Open Spaces, an average rating score of 4 – Fairly satisfied

Most frequently used words: Footpaths, Parks, Play grounds, Allotments, Play areas, Play equipment – the comments regarding this were negative.

Question 2: Recreation/Leisure Facilities, an average score of 3 – Neither satisfied or dissatisfied

Most frequently used words: Facilities, Swimming pool, Sports facilities, Arts & Culture – the comments regarding this were negative.

Some members recommended that in any future questionnaires these two areas would be considered separately as part of the questioning.

Question 3: Community Facilities, an average score of 4 – Fairly satisfied

Most frequently used words: Waste & Recycling, Health centre – negative comments regarding the distance from the town, Bins, Levels of concern over losing the Library.

Question 4: Renewable Energy, an average rating score of 2.65 – Fairly dissatisfied

Most frequently used words: Wind turbines, respondents do not appear to want them; of interest, nearly 40% of responders gave an answer of 0, which is don't know/not sure. The group identified the need for redefining the questions in this area in future surveys.

Question 5: Housing Numbers, Design and Type, an average rating score of 3.86, between neither satisfied nor dissatisfied and fairly satisfied

Most frequently used words: Affordable housing and Flats on Harvey Street.

Question 6: Transport/Traffic, an average rating score of 4, fairly satisfied

Most frequently used words: Bus or buses, also comments referring to the number of buses on the ferries. The Chair identified that the survey was undertaken when the ferries were down to a two ferry service, due to one being out of service for planned maintenance. Also frequently used: ferry, followed by water taxi. The Chair explained that there appears to be a strong interest from the public in the foreshore, jetties and water taxis have been mentioned by some respondents.

Question 7: Economy/Jobs, an average rating score of 3, neither satisfied or dissatisfied

Most frequently used words: The mix of retail premises in Torpoint; the lack of jobs and employment opportunities in the town; the decay of Fore Street.

Question 8: Education/Skills, an average rating score of 4, fairly satisfied

Most frequently used words: Lack of Adult Education and lack of evening classes.

Question 9: Wildlife, an average rating score of 3.75 between neither satisfied nor dissatisfied and fairly satisfied

Most frequently used words: Strong desire to protect and conserve.

Question 10: Landscape/Waterfront, an average rating score of 3.93, nearly fairly satisfied

Most frequently used words: Cleanliness (it being untidy and messy); also the need for development, but NOT over developing the town. The looks of the town and the assets within it were also highlighted.

Question 11: What do you like about Torpoint?

Most frequently used words: The Community and how friendly the town is. Also its proximity to Plymouth, being so close. Location features strongly in the responses.

Question 12: What do you dislike about Torpoint?

Most frequently used words: Shops and the town itself, comparing the town to Liskeard and Saltash. This prompted discussion amongst the group regarding the pros and cons for making comparisons with other local towns. Also the Ferries were mentioned and local parking. Discussion ensued over car parking in the town, with members highlighting the shortage of

parking around Fore Street, especially for residents of the street and surrounding streets. Also the cost of parking at the Sainsbury's car park was highlighted with some members stating that free parking could be a consideration for the future. The lack of a swimming pool was also highlighted here.

Questions 13: What development(s) would you like to see in Torpoint?

Most frequently used words: Swimming Pool, with over 32% of respondents highlighting this as a future development. A supermarket, in particular Aldi or a Lidl was also cited as a development keen to be seen in the town. Shops/places to eat, free parking, outdoor community space and the rebuilding of the town library were other developments mentioned.

Question 14: What development(s) would you not like to see in Torpoint?

Most frequently used words: Housing, with over 29% of respondents highlighting as not wanted to be seen. The Chair explained that this may be due to a lack of general knowledge of the town. Also cited as not liked to be seen in Torpoint: Flats, an additional supermarket – this is because it is felt that this would contribute to a decline in the shopping facilities available on Fore Street.

Of the 1,092 responders input to date, 587 are Female and 423 are Male, a fair representation.

Question 15: Please state any other topics you feel should be covered:

Most frequently used words: Recycling centre, cinema, pool, supermarket youth centres, skate park improvement, improvements with play equipment, minor injuries unit and the general cleanliness of the town.

Specifics relating to the Ambulance station/Fire Station/Health Centre/ Fore Street

Most frequently used words: More parking; flatten; new library/Archives location; walkways; Town square with a piazza; street markets; supermarket; solar panels on new builds; tourism; pedestrianised and access to the sea front; community space; seating and flower beds; water taxi/jetty/pier; boating lake. Strong comparisons were made between Liskeard and Saltash towns and having an area for shopping, leisure and recreation.

Tony Walsh stated that he had received comments from the public regarding the questionnaire not being quite right, he gave an example of only providing one per household, although he noted that the questionnaire did indicate where further copies could be obtained from. Also, where a household of varying ages had completed the questionnaire together, it was difficult to select only one age range.

15-15 NDP Terms of Reference

The Terms of Reference have been approved by Council at their May meeting, the only identifiable change is that there is not a requirement to hold an Annual General Meeting. Election of a Chair and Vice-Chair will take place at the first meeting following the start of a new civic year (June 2016). The ATC will disseminate the approved Terms of Reference, **Action ATC.**

16-15 NDP Report from sub groups

- a) Project Plan: - Gary Davis reported that although the deadline had been extended for the initial questionnaire to be completed, the Project Plan was currently on track, with a slight delay in the analysis of results expected.
- b) Communications: - The Chair members to consider the most appropriate method(s) for communicating the analysis of the results to the residents. The following methods were proposed: Press release (Advertiser and Cornish Times), Facebook page updates. It was generally felt that this should be communicated once the analysis had been completed and any emerging themes have been identified, whilst at the same time advising any future plans (for example the date a next questionnaire is being issued). Members expressed concern that the website was not currently up and running, the Chair and ATC explained the reasons for the delay and agreed to contact the web designer for an update. Members suggested that the launched website could be highlighted in the forthcoming press release, **Action ATC**.
- c) Data Entry: - The Chair thanked the data entry team for their hard work with entering all the information from each questionnaire. There are only a small number left to input, volunteers are welcomed. The Chair commented that using information from the initial survey, any resident who has provided an email address will in future be emailed a link to the on line survey, to reduce the number required to be input.

17-15 NDP Update on Agency Selection and Appointment

Gary Davis gave a summary of proceedings: Jon Sands Vice-Chair, Gary Davis, Lisa Hocking and John Osborn met to discuss and produce the scope of work, this was then submitted to Council for approval. It was approved by Council with a few minor changes and then issued to a list of planning consultants in the South West region. Lisa Hocking had provided a list of consultants and a couple more were added to this list. In total 11 organisations were contacted, with an invitation to tender for the approved scope of work. The ATC explained that the deadline for return of tender documentation was extended until Tuesday 16th June 2015, to allow more time for consultants to respond. Upon receipt, the Town Clerk, plus one Councillor will open the tender documentation and the Town Clerk will prepare a paper for Council. Due to the commercial interest of the tender bids, this item will be taken with the exclusion of the press and public. Members asked that once the decision had been taken to appoint, could an explanation of the reasoning behind their choice be explained to them. The Chair agreed to ask the Council for this. **Action Chair**. Gary Davis concluded that once formally appointed it is anticipated for the project to be completed before the deadline of 23rd January 2016. Volunteers were sought to meet with the appointed consultants, the following offered their availability: Mike Briggs, Lisa Hocking, John Osborn, Tony Walsh, along with Gary Davis and the Chair.

18-15 NDP Financial Update

- a) Funds have now been returned to the grant body and a new application for funding is being submitted by the Town Clerk and ATC in the next two weeks.
- b) Council approved payment of the invoice for the Freepost service used, value £130.20 plus VAT.

19-15 NDP AOB

- The Chair explained the May NDP report to Council, ATC to email to all – **Action ATC**.
- Discussing the June NDP report to Council the following should be included:
All surveys have now been input
Success with targeting the school, which has increased the younger age representation

Assisted with preparation of the Tender documentation

Next month plans:

Initial meeting with the planning consultants / agency appointed by Council

Risks:

Webmaster has been extremely busy which has resulted in delays

A high volume of qualitative data from the questionnaires, means that data analysis is more difficult. Although it was noted that the appointed town planner is expected to support the analysis.

- Members discussed the possibility of attending any future events in the town, which would give more publicity. It was agreed that the town carnival in September would be the next most appropriate event to run a publicity stand at. Agenda item next month, **Action ATC.**
- Gary Davis explained that Jon Cowd had drafted a logo, which the NDP could use. Members asked for it to be circulated and any comments to be forwarded to Jon to update. Agenda item next month, **Action ATC.**

20-15 NDP Date of next meeting

Monday 6th July 2015, Committee Room, 4 York Road, Torpoint.

The meeting closed at 8.40pm