



TORPOINT NEIGHBOURHOOD DEVELOPMENT PLAN

MINUTES of a meeting of the Torpoint Neighbourhood Development Plan (NDP) held on Tuesday 5th July 2016 at 7.00pm in the Committee Room, 4 York Road, Torpoint.

PRESENT: Gary Davis (Chair), Eddie Andrews, John Crago (Town Mayor – late arrival), Chris Goodman (late arrival), John Osborn, Debbie Marks, Clare McCallum, Odette Norreys, Mike Pearn MBE (late arrival), Rachel Tanner BEM, John Tivnan, Rob White (Vice-Chair) and the Deputy Town Clerk - Milly Southworth (DTC).

The Chair welcomed Odette Norreys as the council have given approval for her to join the NDP steering group.

24-16 NDP Apologies for absence

Apologies for absence were submitted on behalf of Mike Briggs, Jon Cowd, Lisa Hocking, Sheena Morton and Tony Walsh.

25-16 NDP Declarations of Interest relating to items on the Agenda

None.

26-16 NDP Minutes of the previous meeting

The minutes of the Torpoint Neighbourhood Development Plan meeting held on Monday 6th June 2016 were approved.

27-16 NDP Matters arising from the minutes

- a) Torpoint Youth Centre – agreed to retire the action.
- b) Information from Cornwall Council (CC) training - the presentation and papers from the NDP training have now been forwarded from CC. Members requested the link to the CC NDP toolkit page: <https://www.cornwall.gov.uk/environment-and-planning/planning/neighbourhood-planning-toolkit/>
The Chair offered to obtain the names of the consultee organisations from CC – **Action Chair/DTC.**
- c) Carnival event – The Chair reminded members of the forthcoming carnival, Saturday 24th September. Members agreed to run the stand and the Vice-Chair offered use of the gazebo, to be discussed at the next meeting, agenda item required – **Action DTC.**
- d) Press release – Rachel Tanner has drafted a press release highlighting the publishing of the Vision, which unfortunately missed the print deadline for July, it will be forwarded for release in August. Members agreed with the Chair that the press release would look better if supported by

the artist impression images designed by Clifton Emery Design used the Vision document –

Action DTC to seek permission and issue press release.

- e) Quorum for the steering group – The Chair reported the town council have approved the change to the quorum for the steering group, from one half of members to one third of members.
- f) Review of the NDP meeting day – Members agreed that the usual meeting day of Monday should remain.
- g) Additional NDP member – Odette Norreys is now a member of the NDP steering group.

28-16 NDP Publicity/Correspondence

- a) Neighbourhood Planning – Unlocking the potential for clean energy in your area – event 14 July 2016.

Noted.

29-16 NDP Report from sub groups

- a) Project Plan:-

The Vice Chair explained updates will be made to project plan, these will include separating the different strategic priorities into different activities – **action Vice-Chair**.

Chris Goodman, John Crago (Town Mayor) and Mike Pearn MBE joined the meeting at this point.

- b) Strategic Priorities:-

Members of the housing priority team (Sheena Morton, Rob White (Vice-Chair), Lisa Hocking, John Osborn and Clare McCallum) have met to continue working on drafting the housing policy, and a summary of this work was detailed at the meeting. The housing group explained that although they were using the Roseland Plan to assist, drafting this first policy was harder than initially anticipated. Members commented that this draft was interesting and all re-affirmed that it was better to continue to make progress on this policy alone before commencing work on any other policies. The next meeting of this group was scheduled for 7th July 2016. The housing team invited the Chair to assist them, which was agreed and as a result the Vice Chair suggested that he would now look to leave the housing group, and use the knowledge gained to set up a second priority group, likely to be Recreation. Odette Norreys volunteered to assist on the Employment policy/group when this is started. The Chair detailed the template which had been provided by CC to assist with policy drafting, DTC agreed to forward – **action DTC**.

30-16 NDP Financial Update

As per the minutes of the last meeting, Minute number 20-16NDP refers.

31-16 NDP Report to Council

The Chair will update the Council on progress with the housing policy.

32-16 NDP AOB

- a) NDP Facebook page:-

The Deputy Town Clerk explained that as Lisa Hocking was unable to attend she had emailed to ask for guidelines over publications that can be made on the NDP Facebook page. The Chair responded that meeting dates, a brief summary of what has taken place at a meeting are useful to upload, along with notice when the group are planning an activity, i.e. the forthcoming carnival and also press releases.

b) Small group of volunteers:

The Vice Chair explained that since publication of the Vision of Torpoint, which is about to be publicised, this would be the perfect opportunity to gather a group of volunteers from the town together to undertake small projects for the benefit of the town, citing an example of updating Rowe Street (the small paved area, with the tree and broken bench, at the town end of Wellington Street). All members indicated that this is an excellent idea and offered to volunteer; members also suggested that some of the quick win projects from the Vision for Torpoint could be considered to be undertaken. Members **recommend** that a Torpoint Enhancement Team is set up, asking for volunteers to assist with an initial project.

33-16 NDP Date of next meeting

Monday 1st August 2016, 7pm, Committee Room, 4 York Road, Torpoint.

OPEN FORUM

None

The meeting closed at 8.25pm.