

## **FALMOUTH TOWN COUNCIL**

Minutes of a meeting of the Grounds, Facilities and Environmental Action Committee held on 12<sup>th</sup> November 2025 at 8.05pm in the Atherton Suite, The Old Post Office, The Moor, Falmouth.

Present: Councillors D A Konik (Chair), J A Walkden (Vice-chair), G P Andrewartha, D V Evans BEM CC, L E Howes, A D Munden and J A R Stowell

Also present: Councillors S R Carmichael (to point mentioned), D Clegg CC (to point mentioned), A J Jewell (from point mentioned), and D W Saunby CC

In attendance: A M Williams	(Town Clerk)
A Medlin	(Facilities Manager)
S Penna	(Grounds Manager)
K M Hall	(Strategic Environmental Projects Officer)
V Rogers	(Administrative Officer)

The Chair reminded attendees that the Council had committed to the Civility and Respect Pledge, that is to treat everyone participating in the meeting tonight with civility and respect in their roles. For us respect is treating others with dignity, recognizing boundaries, being non-judgmental and accepting of differences. Behaviour breaching that commitment will not be tolerated. In dealing with the business of the meeting we will adhere to our agenda and the processes set out in our Standing Orders. Please be aware that the meeting is a public one and there may be recordings of your participation.

### **GFEA196    APOLOGIES**

An apology for absence was received and approved from Councillor Holbrook (work).

### **GFEA197    INTERESTS AND DISPENSATIONS**

None received.

### **GFEA198    MINUTES**

It was proposed by Councillor Howes, seconded by Councillor Stowell and

**RESOLVED** that the Part I minutes of the meeting held on 3<sup>rd</sup> September 2025 be agreed as a correct record and signed by the Chair.

### **GFEA199    GROUND'S MANAGER OVERVIEW AND UPDATE**

The Grounds Manager presented his report and responded to questions. The report was duly noted and forms part of these minutes.

A question was received from Mr Philip Grayson regarding the sale of public open spaces at Swans Reach/ Boscundle Avenue:

When scrutinising large development proposals like this, what sort of controls, constraints and binding commitments on public spaces would it look to see built into the plans and recommended to the Planning Authority? And who does the Town Council expect to adopt and maintain public areas once a developer's maintenance obligations have expired?

A discussion was held about this matter and the Committee were concerned that the Divisional Member had not been consulted by Cornwall Council when these plots of land became available for purchase. Councillor Clegg would continue to investigate this matter. The Town Clerk confirmed that the Neighbourhood Plan does cover these areas of public open space.

It was proposed by Councillor Walkden, seconded by Councillor Stowell and

**RESOLVED** that Cornwall Council be asked to recognise potential assets of this nature and to inform the Divisional Member of matters in their area and why the transfer provisions in the Section 106 obligations had not been adhered to.

The Grounds Manager updated the Committee regarding the removal of bins by Cornwall Council in the Penwerris and Trescobeas area. It was noted that Councillors in these wards have arranged a litter pick on 29<sup>th</sup> November to highlight the need for these bins to be reinstated by Cornwall Council.

Councillor Saunby thanked the Cemeteries Officer for cleaning the Cross of Sacrifice in the Old Cemetery for Remembrance Sunday.

A discussion was held regarding charging for businesses to use the Town Council's open spaces.

It was proposed by Councillor Evans, seconded by Councillor Konik and

**RESOLVED** that consideration of charging be deferred for the Grounds Manager/Town Clerk to approach other local Councils to establish their charging policy/guidelines.

A previous MOTION by Councillor Evans recommending no charges be made was withdrawn.

Councillors Carmichael and Clegg left the meeting during the above matter and Councillor Jewell joined the meeting.

#### **GFEA200      FACILITIES MANAGER OVERVIEW AND UPDATE**

The Facilities Manager presented his report and responded to questions. The report was duly noted and forms part of these minutes.

It was proposed by Councillor Stowell, seconded by Councillor Howes and

**RESOLVED** that 'no smoking' signs be installed in all toilets.

#### **GFEA201      STRATEGIC ENVIRONMENTAL PROJECTS OFFICER OVERVIEW AND UPDATE**

The Strategic Environmental Projects Officer's presented her report and responded to questions. The report was duly noted and is attached as part of these minutes.

She advised that South West Water would present to the Council on 9<sup>th</sup> March 2026 on all schemes across Falmouth and that they have been requested to set up a public meeting.

She advised that the HVO fuel tank would be installed at the Cemetery Depot by the end of November 2025, and rainwater harvesting provision reinstated at Princess Pavilion, as well as notifying the forthcoming Coastal Resilience event.

**GFEA202      PUBLIC SPACE PROTECTION ORDER – DOGS ON BEACHES**

It was proposed by Councillor Konik, seconded by Councillor Walkden and

**RESOLVED** that the Falmouth Beaches Management Group recommendation to maintain the status quo in regard to timings of dog restrictions be endorsed as the view of the Council.

**GFEA203      EXCLUSION OF THE PRESS AND PUBLIC**

It was proposed by Councillor Howes, seconded by Councillor Stowell and

**RESOLVED** that in view of the confidential nature of contractual matters, it is advisable in the public interest that the press and public be excluded from the meeting.

## **Grounds Report 12<sup>th</sup> November 2025**

### **Dracaena.**

#### **Skatepark landscaping:**

Soiling is complete with 160T of screened topsoil inc delivery £6863.60

x18 trees ordered as below and should be planted this month:

Betula pendula Purpurea Rootballed 12-14cm Clear Stem x 6 @ £245.00 each £1470.00

Betula pendula Tristis Bareroot 12-14cm Clear Stem x6 @ £165.00 each £990.00

Betula pendula Bareroot 12-14cm Clear Stem x6 @ £60.00 each £360.00

Delivery Charge x1 £65.00

Total GBP Excl. VAT £2885.00

20% VAT £557.00

Total GBP Incl. VAT £3462.00

### **Trescobeas.**

Play area safety surfacing lifted and re-laid as the matting was full of detritus and it was not giving the necessary fall protection; it is now back in compliance.

Japanese knotweed treated

### **KP.**

Seasonal bedding/bulbs all planted

Play area safety surfacing lifted and re-laid as the matting was full of detritus and it was not giving the necessary fall protection; it is now back in compliance. Further timber replacement works in the play area ongoing, being carried out by a contractor.

### **Cemeteries**

Matt has installed a white postbox in the Lawn Cemetery that people can use to send their thoughts to departed friends/family.

Timber from massive fallen pine tree still being systematically cut up and removed.

## **Roundabout sponsorship**

The initial 3 year agreements are coming to an end, x2 sponsors have requested new 3 year agreements, x1 sponsor has requested a 1 year extension, currently 2 roundabouts are still available although I do have a current enquiry from an interested party for one.

## **General.**

Funding received for footpath improvement works:

“We have not been able to approve or fund the first three schemes as they are not on Public Rights of Way; although we do realise that they have public access, but will be able to fund the works shown in rows 4 & 5 to Public Footpath 26. This will be to a value of £3,254.40 ex vat.”

No funding for the way markers requested by Cllr Clegg unfortunately as they aren't intended to be sited on a footpath with a number.

CHL Already removing litter bins from their sites, at the last meeting FTC's CC Cllrs were going to represent our wishes, any feedback?

Any feedback from all the info sent out to committee members regarding charge out rates for exercise classes etc on our sites?

## **Open Space Disposal – Swans Reach/Boscundle Avenue, Falmouth**

Councillors have received representations from residents about the developer disposals of open space.

## E30 report – October:

Tessa –

All normal patrols including parks/beaches.

I have organised weeklong HELLO door visits to student homes with partners and community volunteers, week beginning 27th October. To cover Bonfire night, welcome to neighbourhood, discuss what a good neighbour looks like, rubbish and recycling and the Fire teams tested fire alarms. We aim to visit every student household.

I have organised Bonfire night. Arranged a multi-agency meeting where we made a video, arranged multi agency over of the night, sort extra staff on the ground.

Organised a Halloween Litter Pick at 4pm on 31st October.

I have met with - Demelza to discuss Bonfire safety video sharing through our media streams. - Kerry the new Estuary Officer for CC to discuss joint working.

Uni Lecture Penryn for the Sustainability Boot camp. I have been working on a Lecture/presentation with Karen where we will be talking about our work at the council and how we are looking toward a sustainable future for our town.

I took part in a day of filming with the Devon and Cornwall Police media team, to highlight the work I do with them and how I contribute to the local policing team. Great honour to be asked by the Chief Police constable!

JOINT PATROLS I co-worked with Andrew from Infinitus on a joint patrol. Great to learn from each other as the Infinitus team start on their CSAS journey. I also did a patrol with Ed Flect to deal with a few neighbourhood issues.

I met with Craig, Town Warden of Helston Town Council for a catch up on community issues across our two towns.

Eamonn –

Meetings attended .

Safer Falmouth town meetings

Police catch up meeting every other Tuesday of the month.

ASB Meeting

FGCF meeting at the Atherton suite – Report of are engagement which committee were really positive with.

Friends of Tregoniggle woods meeting -quarterly meeting the group were very thrilled and grateful for are support.

Continual patrols beaches and prince of wales pier and engaging positively with young people there and also locals

Attended wellness day at penryn campus with art gallery gallery and princess pavilions which was a went really well



**November 2025 – Strategic Environmental Projects**  
**Report for Grounds, Facilities & Environmental Action Committee**

Focus	Action taken	Next steps
<b>Carbon Reduction</b>	<p><b>Princess Pavilion (COF)</b> – new fridges being purchased – B energy rated.</p> <p><b>Passmore Edwards Municipal Building</b> – Total cost c. £3million.</p> <p>Internal discussions underway to identify funding options.</p> <p><b>Decarbonisation plan</b> including the Carbon Audit for 2024/25 updated and accepted. Commitment for carbon neutrality by 2030 reinforced.</p> <p>NB Cornwall Council have pushed their target back to 2045.</p> <p><b>HVO trial</b> budget approved by F&amp;GP committee. Awaiting final details on logistics before commissioning.</p>	<p>Regular meetings to monitor further energy saving measures at PP.</p> <p>Continue replacing florescent lights with LED throughout library as funds allow.</p> <p>HVO trial to be installed. All diesel vehicles converted to HVO saving 90% on carbon emissions.</p>
<b>Biodiversity</b>	<p>Additional yellow rattle seeding undertaken in the Victorian cemetery.</p> <p>Green Corridor project in progress with Falmouth Marine School.</p> <p>Invasive species removal programme discussions with Cornwall Wildlife Trust underway for sections of the Green Corridor.</p> <p>Councillors commenced rhododendron removal at Pendennis Headland.</p>	<p>Councillors to develop and take to Committee</p> <ul style="list-style-type: none"><li>• Declaration of an ecological emergency</li><li>• Biodiversity policy</li></ul>
<b>Events</b>	<p>Falmouth Library held a Green Libraries Week w/c 27 October 2025.</p>	<p>Nature Day arranged for Sunday 24 May in Kimberley Park.</p>
<b>Water</b>	<p>SWW monthly update meetings set up with SEPO. Website with details of works <a href="https://southwestwater.co.uk">Falmouth Sewer Improvement Scheme (southwestwater.co.uk)</a></p> <p>SWW first scheme started in Queen Mary Gardens from Oct 2025 – Apr 2026.</p> <p>SEPO presented to Beach Management on coastal erosion vulnerability.</p> <p>Funds secured to reinstate the rainwater harvesting system at PP.</p>	<p>Communication to encourage residents to be aware of resilience methodologies.</p> <p>Coastal resilience event set for 14 March (Cllr Clegg leading)</p> <p>Contractor to undertake works to reinstate rainwater harvesting system at PP.</p>
<b>Community Engagement</b>	<p>SEPO attends Fal Energy Partnership monthly meetings, Fal/Helford SAC meetings quarterly.</p> <p>FTC attend Falmouth Green Corridor meetings quarterly.</p>	<p>Events scheduling process to commence.</p>

Focus	Action taken	Next steps
<b>Ocean Recovery</b>	<a href="#">Ocean Recovery - Falmouth Town Council</a>	Blue Meadows seagrass restoration in Falmouth Bay due to commence in spring 2026. Work with new CC Fal & Helford Officer to promote best practice on the ocean.
<b>Transport</b>	Electric bus part funded by FTC in operation on Falmouth Circular. Promote cycle events organised by Councillor Evans via socials.	
<b>Communication</b>	Beach Clean and Climate Café organised by others, promoted via FTC. New section added on 3D map for seagrass and maerl locations. Green Libraries Week promoted via social channels	
<b>Other</b>	Site visits held with Cornwall Council/Cormac about design improvements to their land along the Green. FTC hosting cross-Cornwall town & parish councils information sharing.	Support S106 project at Swanvale open space and verges around Swanpool.
<b>Budget</b>	£7,000 allocated in 2025/26 budget; £400 towards Festival for the Ocean £200 towards Green Week	Recommendation to Finance & General Purposes to budget for solar panel installation at Mortuary building £30,000 in 2026/7.

Decisions requested from **Grounds, Facilities & Environmental Action Committee**;

To recommend to Finance & General Purposes that a budget for solar panel installation at Mortuary building of approximately £30,000 is allocated for the 2026/7 budget.

Prepared by Karen Hall, Strategic Environmental Projects Officer  
29 October 2025

	QUESTIONS							
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Swanvale Urban Ranger session

# Together for nature

## Join our volunteer gardening session at Swanvale Park, Falmouth

November 13<sup>th</sup> | 10am to 1pm

Meet at Swanvale green space, off Boslowick Road

Everyone is welcome.

All equipment is provided and you do not need to commit to the entire session.

Please dress in robust footwear and clothing suitable for working outdoors, and bring your own drinks and snacks.

**Contact:** Becky, Cormac's urban ranger

**Email:**

**[volunteers@cormacltd.co.uk](mailto:volunteers@cormacltd.co.uk)**

**Mobile:** 07796 996351

**Web:** [www.cormacltd.co.uk/in-your-area/volunteering](http://www.cormacltd.co.uk/in-your-area/volunteering)





Green  
Libraries  
Week

## HALF TERM ACTIVITIES



**Saturday 25<sup>th</sup> October 10.30 - 12 noon**

***Booking essential by phone or email or in person***

Author Sue Palmer will be sharing her new book *The Shell Secret* with a reading and workshop

**Tuesday 28<sup>th</sup> October 2 - 3.30 p.m - Free Drop-In**

Origami bookmarks using recycled material with Jayne

**Thursday 30<sup>th</sup> October 10 - 12 noon - Free Drop-in**

Halloween crafting with the Dracaena Centre Youth Team

**Thursday 30<sup>th</sup> October 2 - 3.30 p.m - Free Drop-in**

Recycled crafting with a spooky theme with Sam Bradbury

### **All Week**

Collect a Treasure Hunt sheet from the library counter and see if you can find all of the images hidden around the building.



# FALMOUTH TOWN COUNCIL

## Grounds, Facilities & Environment Committee

12th November 2025

### Facilities Manager Update:

#### 1. Public Convenience Provision and Management Review

This report details the current arrangements and costs associated with the delivery of services to FTC toilets together with good practice peer feedback and future operational improvements.

##### Current situation:

The council has responsibility for 8 No facilities as follows:

- **Grove Place** : 8 x female/4 x male cubicles/1 x urinal/1 x baby change/1 x disabled/1 x changing places
- **Prince of Wales Pier** : 7 x female/4 x male cubicles/1 x baby change/1 x disabled.
- **Castle Beach** : 3 x female/2 x male cubicles / 1x urinal
- **Gyllyngvase Beach** : 10 x unisex cubicles/1 x disabled
- **Maenporth Beach** : 3 x female/2 x male cubicles / 1 x urinal
- **Swanpool Beach** : 3 x female/2 x male cubicles/1 x disabled /1 urinal
- **Kimberley Park** : 3 x unisex cubicles/ 1 x disabled
- **Webber Street** : 5 x female/1 x male/1 x urinal/1 x disabled (reduced access for events and traders only. Facility pending redevelopment with municipal building)  
Devo4 will formalise the tenure of the facilities and see FTC assuming the freehold of all units.

**Maintenance Expenditure 2025/26 (forecast)** £229k inc labour costs.

##### Operational delivery:

Building compliance and day to day repairs are undertaken by the in house maintenance team.(2 x FTE maintenance operatives / circa 2 days per week) Drainage blockages and maintenance of wallgate washroom appliances are sub contracted. Cleaning provision is also sub contracted and delivered on a service schedule which includes lockup, callback and hygiene waste collection.

##### Operational challenges:

The following key areas continue to affect the delivery of services primarily in peak season periods as follows:

Age of building facility and service pipework which presents repair and decoration challenges in terms of maintaining accessible services in line with public expectations. It is clear that the building services infrastructure was never designed for the current footfall and year round related activities which rely upon public toilet provision.

Anti Social Behaviour frequently presents significant operational and budgetary pressures upon the Council. Frequent internal damage ranging from smashed sanitaryware, doors, locks, windows and deliberate blockages combine to stretch limited resources and restrict positive improvements throughout our asset base. Graffiti is a further constant with additional mitigation works supported by volunteers and when required specialist contractors in order to remove once identified. The safety risks of cleaning staff when locking up facilities in the evenings has also been recognised with numerous occasions where alcohol and drug related issues have required Police attendance with associated reporting processes. Comprehensive risk assessment and safe systems of work are implemented to support contractor operatives (lone working mitigation).

#### **Peer Service Review:**

Service feedback questionnaires were invited from 6 neighbouring councils in order to review current practice within the sector and establish a benchmark for ongoing and future delivery (Penzance, Camborne, Truro, Newquay, Hayle, & St Ives)

Collective feedback identified a common thread of **operational challenges** and examples of practice as follows;

- Cleaning delivery model – All sub contracted (as FTC)
- Cleaning schedule – 2-3 visits per day / accessibility 08.00 – 19.00 seasonally adjusted (as FTC)
- Service cost - £300k based upon 7 toilets – only one response
- Payment System in place – 2 councils only / 40p & 50p per visit.
- Maintenance team delivery – mix of in-house and contracted.(as FTC)
- Single / unisex provision – mix of both / no negative feedback identified.(as FTC)

#### **Summary:**

Review of FTC arrangements identify a similar operational picture to peers within the sector.

Service delivery strengths and good practice as follows;

- Contracted cleaning delivery demonstrates reliable extensive resource which is able to respond to peak surges or medical issues within the facilities. Increasing footfall in the town and the related popularity of Falmouth as a destination requires a professional reactive resource. Customer feedback relating to this service remains positive.
- Repair delivery undertaken by in house operatives ensures timely completion of defects and compliance issues. This resource ensures that historical knowledge of asset repairs is retained internally thus mitigating increased external contractor costs and delays.
- Provision of services currently meets the needs of the community with positive feedback in key areas. Further review will be required in future to ensure there is adequate provision for legislative gender related requirements.
- A non-charging strategy has historically been adopted by FTC and accepted by the community. A key contributory factor in FTC taking on local service delivery was a negative public reaction to the introduction of pay per use toilets. This strategy is common within the peer review with 2 providers operating an alternative payment system with mixed community feedback.

### **Conclusion & Future:**

It is clear that current arrangements and budgets reflect a stand still and reactive strategy which is focussed upon maintaining the current facilities whilst ensuring value for money in terms of service, contractor and supplier procurement. This strategy aligns with neighbouring authorities which are challenged with the same operational and budgetary constraints.

The challenge facing local authority toilet provision is to ensure that services adapt to the changing needs of the community and adapt provision to incorporate innovative and energy efficient technology which will also include partnering arrangements with external agencies. Collaborative working in this area will open up additional funding opportunities and ultimately reduce operating costs which impact upon the council precept.

FTC facilities have been reviewed in terms of the above and improvement options are as detailed below:

**Gyllyngvase Beach** – current facility has immense seasonal pressures based upon popularity of beach and events. The foul service pipework struggles to cope with demand and requires significant maintenance resource. ASB issues affect operational opening times and public perception. The unit incorporates 10 flushing cubicles and no separate urinal system creating queues in summertime periods.

Development opportunities relating to this site will be reported further in the meeting. (Part 2)

**Grove Place** – current facility operates well and has the largest annual footfall of all toilets. Introduction of the changing places unit in 2024 has supported inclusivity. Water saving technologies have been introduced in partnership with SWW. Facility will be subject to ongoing review related to future increased footfall (cruise ships etc).

**Kimberley Park** – smaller facility which operates satisfactorily. Minor ASB issues but now reducing due to occupation of the Re-Source Project complex.

**Webber Street** – Reduced access only for events and street traders pending redevelopment opportunity with the Municipal Building. Conceptual plans for the redevelopment of the building will include increased public accessible provision generally in this area.

**Prince of Wales Pier** – facility requires remodelling and upgrading. Historical defective foul service pipework beneath the pier continues to affect performance. Significant ASB, drug and alcohol misuse has necessitated reduced opening. Options related to future strategy on hold until CC clarify proposals relating to pier improvements.

**Castle Beach** – small facility has developed a mechanical defect within the vacuum pump system. The unit (1950's) pumps vertically to the sewer main in road above and will require capital investment in 2026/7 (circa £25k) weekly inspection and maintenance of the unit ensures current operation.

**Swanpool / Maenporth Beaches** – small facilities operating satisfactorily without any known future refurbishment obligations.

### **Key Service Efficiencies:**

A tender relating to the procurement of consumables was undertaken in October which focussed upon alternative product specifications and

driving further value through our supply chain. The result has identified a £12k saving on previous years expenditure.

Continued liaison with our Environmental Officer has identified the introduction of energy saving processes within the toilets (lighting / water saving)

Grant funding opportunities are in progress with SWW in order to identify and define water saving technologies on all our building assets.