

FALMOUTH TOWN COUNCIL

Minutes of a meeting of the Grounds and Facilities Committee held in the Atherton Suite, The Old Post Office, The Moor, Falmouth on Monday 17th January 2022 at 6:00pm.

Present: Councillors J C Robinson (Chair), D E Clegg, K J Edwards, E E Seiler, J M Spargo and Z Young.

Councillors D V Evans BEM, A J Jewell CC, and D W Saunby CC also attended.

In Attendance: A M Williams (Town Clerk)
R N Thomas (Responsible Financial Officer)
A Medlin (Facilities Manager)
S J Penna (Grounds Manager)

GF11 APOLOGIES

None received.

GF12 INTERESTS AND DISPENSATIONS

None received.

GF13 MINUTES

It was proposed by Councillor Robinson, seconded by Councillor Edwards and

RESOLVED that the minutes of the Committee (nee Sub-Committee) dated 4th October 2021 be confirmed as a correct record of the proceedings and signed by the Chair.

GF14 GROUNDS AND FACILITIES RESTRUCTURE

The Town Clerk reported upon the Council agreed restructure of the service. Staff consultation and contractual changes had been undertaken. Recruitment was complete.

GF15 FACILITIES MANAGER REPORT

The Facilities Manager was welcomed by the Chair. He advised the Committee of his background and the facilities management proposals for the Council. Initially this would focus upon the Council's property stock and creating management plans for those.

GF16 DEVOLUTION TRANCHE FOUR TRANSFERS

The Town Clerk advised that the Council's request known as Devo4 had become protracted but had been accepted by Cornwall Council to progress in their bi-annual work programme. This was over ninety mainly environmental sites, off-street car parks and rationalisation of some property matters. It was noted that transfers would likely entail up to six TUPE employee transfers into the Grounds Team.

GF17 GROUNDS MANAGER REPORT

The Grounds Manager reported on 2022 grounds matters, including Queen's Jubilee arrangements. Whilst Green Flag and Blue Flag applications were being progressed, he recommended that the SW and Britain in Bloom entry be deferred until 2023 and post Devo4 transfers. He provided a review of cemeteries and projects as well as a training update.

GF18 TREE WORKS AND TREE PLANTING

The Grounds Manager updated on necessary tree works at Kimberley Park, Dracaena Fields, Gyllyngdune Gardens and Falmouth Old Cemeteries, which would have a visual impact and Councillors should be primed for that resident reaction. The Council would also publicise those works. He also provided an overview of proposed mitigation and other planting schemes these were noted and endorsed as well as the Councillors Tree Warden scheme.

GF19 ENVIRONMENTAL ISSUES

The Chairman provided an update on the Council's environmental and decarbonisation measures and that would be carried across facilities and grounds management, working with the Council's Strategic Environmental Projects Officer.

GF20 KIMBERLEY PARK

The Grounds Manager provided an updated of the stage development and the lodge re-development proposals. As well as a request for additional disabled play. The Council's architect had redesigned the roof structure for the stage to make it better fit for purpose, this would need to be costed and further considered by the Committee. The Park Lodge community café and studios proposals planning application had now been submitted. The play requirements would be discussed further with stakeholders.

GF21 EXCLUSION OF THE PRESS AND PUBLIC

It was proposed by Councillor Robinson, seconded by Councillor Spargo and

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

PART II – 17TH JANUARY 2022

GF22 BUS SHELTERS

The Facilities Manager updated on the shelter maintenance contract variation with Fernbank which would see the introduction of pollinator planting on shelters, electronic advertising, and timetabling information, as well as a more defined schedule for cleansing and repairs. This was noted.

The Chairman agreed to take this as an urgent item so that the matter could be expedited.

GF23 OLD POST OFFICE

The Town Clerk and the Facilities Manager updated on office letting arrangements. Cornwall Council had revisited their property rationalisation proposals and had requested in addition to the agreed medium-term use of the meeting room and office 6, further office lettings when they came available from existing arrangements. That commitment to let would give the council security of tenure. The report was noted and the request agreed in principle.

The Chairman agreed to take this as an urgent item so that Cornwall Council could make provision in their property strategy.

There being no further business to transact the Chair declared the meeting closed at 8.20 pm.

Signed Date