

## **FALMOUTH TOWN COUNCIL**

Minutes of a meeting of the Grounds, Facilities and Environmental Action Committee held on 15<sup>th</sup> May 2023 at 7pm at the Atherton Suite, The Old Post Office, The Moor, Falmouth.

Present: Councillors J S Kirkham (Chair), D Clegg, K J Edwards, D V Evans BEM, D W Saunby CC (to point mentioned), E E Seiler and Z Young.

Also present: Councillor A Jewell CC (to point mentioned)

In attendance: V Rogers (Administration Officer)  
S J Penna (Grounds Manager)  
A Medlin (Facilities Manager)  
K Hall (Strategic Environmental Projects Officer)

### **GFEA76 APOLOGIES**

An apology was received and approved from Councillor Spargo (hospital appointment).

### **GFEA77 INTERESTS AND DISPENSATIONS**

None received.

### **GFEA78 MINUTES**

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

**RESOLVED** that the minutes of the meeting held on 20<sup>th</sup> March 2023 be agreed as a correct record and signed by the Chair.

### **GFEA79 GROUNDS MANAGER OVERVIEW AND UPDATE**

The Grounds Manager presented his report that is attached as part of these minutes and was duly noted.

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

**RESOLVED** that the Dracaena pitch hire fees be increased as per the proposal in the Grounds Manager's Report.

It was agreed that once quotations were received regarding the Skatepark works these would be brought to the Committee for consideration.

Further discussions were held about the town centre planters, Ships and Castles car park access and the biochar trial in Kimberley Park.

### **GFEA80 FACILITIES MANAGER OVERVIEW AND UPDATE**

The Facilities Manager presented his report that is attached as part of these minutes was duly noted.

Councillors Saunby and Jewell now left the meeting.

GFEA81

**STRATEGIC ENVIRONMENTAL PROJECTS OFFICER OVERVIEW  
AND UPDATE**

The Strategic Environmental Projects Officer presented her report that is attached as part of these minutes which was duly noted and that the next step matters be progressed as recommended.

It was further reported that the Sand Safe event had been rescheduled for Wednesday 24<sup>th</sup> May 2023 at 12 Noon at Gyllyngvase Beach and all were welcome to attend.

Members expressed their concerns regarding the Armed Forces Day event and the carbon impact offset proposals from Cornwall Council.

It was proposed by Councillor Kirkham, seconded by Councillor Sieler and

**RESOLVED** that the Chair writes to Cornwall Council and the Ministry of Defence to ask that the plans to mitigate the carbon impact of Armed Forces Day are implemented in Falmouth.

There being no further business to transact the Chair closed the meeting at 8pm.

Signed .....

## Grounds report 15<sup>th</sup> May 2023

Dracaena: The construction of the compacted base, temporary parking and distribution of all banded material completed. Bank created to protect the residential properties. x14 trees planted all for their abundant berries for birds.

11KG of wild flower seed to cover all areas.

Double staggered row of native whips planted on the bank in front of the residential properties.

Next stage are the drainage works, working with Michael the architect to review the original design rather than pay Premier Water Solutions(PWS) £2800 to do so, PWS have also quoted to install the drainage system £55-60k, I'm intending to hopefully get a better cost from Active Groundworks who we used for the initial works.

Dracaena Pitch Hire:

I think we are due a rise as costs have increased significantly, this is a service we provide, we are among the cheapest and with the best facilities in the County so will still not cover our own costs.

Football:

Season - Pitch and Changing Room £440 + 8% £475

Season - Pitch only £350 +8% £378

Single - inc changing £40 - £45

Single - pitch only £30 - £35

Shinty:

Single - pitch only £10 - £15

Single - pitch and changing room £20 - £25

Other no requirement for nets or marking £20 - £25

Ponsharden cems:

Aquasource carrying out soil nailing and rebuilding of the collapsed stairwell to enter the site due to finish at the end of May, then my team can continue with the hard landscaping works. NLH Have invited us to apply for further funds but finding a company to price for the soil nailing works to the roadside bank has proved very difficult.

Spring street spraying application is underway. Penryn & Budock completed

Seasonal bedding planting 12-19/05/23

Trescobeas: Flashman due to return to complete seeding and additional bit of track in mid-May.

Transfer of the Headland delayed, so erosion works also delayed until it's in our ownership.

Several applications received for apprenticeship position, to start in August.



**Grounds, Facilities & Environment Committee**

**15th May 2023**

**Facilities Manager Update:**

**1. Anti Social Behaviour**

We have experienced unprecedented levels of ASB throughout the town but primarily in the following areas:

- Kimberley Park – vandalism of play equipment. Graffiti on play equipment, toilets and trees. Trees being damaged and requiring removal. Toilet damage including smashed doors, fires internally and graffiti. Elements of this are identified on daily basis with weekend escalation. Significant gathering of youths in play areas restricting the use of area by families as environment has been described as threatening.
- Prince of Wales Toilet – Cleaner witnessing forced entry by youths whilst locked in toilet cleaning.(2 occasions) Significant entrance door damage. Evidence of expansive drug and alcohol use on daily basis. Early evenings described as a no go area for general public. The toilets appear to be a focal point for various deviant activities.
- Grove Place Toilet – store door has been forced on 2 occasions with no objective to remove materials. (cost of repairs £550) Steel plates have now been installed to improve security.
- Beach toilets generally – graffiti and minor internal fabric damage. Igniting toilet rolls etc.

The following measures have been introduced to affect improvement:

- Police have CCTV footage of Prince of Wales toilet intruders (youths). Increased neighbourhood patrols have been introduced (operation Loki)
- Incidents have been reported via 101
- Neighbourhood update meeting convened with Police 02.05.23.
- Environment Enforcement Officer supported by facilities/ grounds teams have undertaken evening patrols of Kimberley Park and Grove with positive feedback / challenging the youth gatherings.

It is clear that this level of damage has not been recorded so early in the season and does not bode well for the coming summer months.

Areas for consideration going forward;

**Prince of Wales Toilet** – reduce opening times. Closure at 4pm would reduce issues but affect customer satisfaction. Close completely or offer to local business.

**Kimberley Park** – reduce opening times. Publicise issues and affect on accessibility.

**Security Patrols** – introduce private patrols around key areas. (Budget exposure)

**2. Municipal Building – Gallery / Library:**

Maintenance teams are supporting the Arthur Exhibition preparation specifically relating to increased security measures, external cleansing and hang management. Heating system pressures have been stabilised following recent pipework leaks and normal operation has been maintained.

A grant application has been submitted to the public sector decarbonisation scheme (Phase 4) for a building condition and costed elemental replacement survey (£9k) which will define future refurbishment works. The results of the survey will also support future building funding applications through [Museum Estate and Development Fund \(MEND\) Round 3 | Arts Council England](#)

### 3. **Pavilion: Refurbishment / Repair**

Works scheduled for May:

- Car Park - A camera survey has identified no defects with drainage beneath disabled parking area. Works will be progressed to reinstate tarmac and install armco barriers to rear banked area to mitigate risks of falls. (costs in budget)
- Cottage window and door joinery replacements completed 5th May
- Lighting rig to be extended in theatre (high level) to accommodate additional lighting units. Installation of platform safety gate on rig to mitigate fall hazard. Works will be undertaken by in-house maintenance operatives.
- A redecoration specification is in preparation with the General Manager focusing upon cafe, bar, veranda and various external elevations prior to premises relaunch. The front entrance wall will be prepared in readiness for the application of a mural from local artists.

### 4. **Changing Places:**

Project design has been approved by Muscular Dystrophy UK and grant has been received from CC (£40k). Project delivery is based upon preparatory works by BT Openreach for the relocation of the kiosk/ ATM. An order was placed in March for the works which has of yet not confirmed a commencement date.

### 5. **Premises asset advertising / sponsorship:**

We are progressing the first advertising board for Gyllyngvase Beach toilets. The internal A4 frame will publicise Wise Sage Wellbeing which is a reflexology and fitness practitioner providing services to the local community. Signage will incorporate company advertising as well as a statement supporting the Town Council. Advertising boards are being offered at £500 per year with the potential of 6 boards per premises. Income generation will support the on going cleansing and maintenance of the facilities whilst mitigating future budgetary expenditure.

### 6. **Public Conveniences - cleansing**

A full review of our cleaning arrangements is in progress following the resignation of our in-house cleaner. We currently have our contractor (Passmore) supporting activities in the short term at Maenporth, Swanpool, Gyllyngvase, Castle and Exchequer Quay toilets. The service review will focus upon challenging current practice and assessing cleaning schedules which will drive efficiencies and related savings.

7. **Health & Safety** : External audit (Worknest) of safety controls relating to the Pavilion will be undertaken on the 11th May. The FTC Safety Committee will reconvene on the 23rd May with attendees from each department

Andy Medlin  
Facilities Manager



**May 2023 – Environmental Projects**  
**Report for Grounds, Facilities & Environmental Action Committee**

<b>Focus</b>	<b>Action taken</b>	<b>Next steps</b>
<b>Energy Consumption</b>	<ul style="list-style-type: none"> <li>• DEC reports for PP and Municipal buildings received along with generic advice on energy savings.</li> <li>• Electric flushes replaced in toilets with manual which should result in reduction of energy consumption</li> </ul>	Managers to monitor implementation of energy saving protocols.
<b>Carbon Reduction</b>	<p>Princess Pavilion – Following removal of the budget for solar installation, SEPO has explored alternative funding mechanisms. Initial meeting with CEP held on 18 Feb.</p> <p>Possible fund identified to implement carbon saving improvements to Municipal building – Public Sector Decarbonisation Scheme. Applications not due to be open until autumn 2024</p> <p>Brief prepared for Building survey of Municipal Building</p> <p>Initial meeting held with Aquaculture who will be harvesting excess seaweed from beaches to discuss potentially using this to offset some carbon emissions. Early days.</p>	<p>CEP to put forward proposals for potentially funding solar panel installation.</p> <p>SEPO to update Carbon Audit once all energy consumption has been recorded for financial year 2022/23.</p> <p>Bid to be prepared in advance of anticipated fund opening. NB match funding of c. 20% is likely to be needed.</p>
<b>Events</b>	<p>Enquiries made with regards to recycling at all Falmouth events especially Armed Forces, Shanty Festival, Falmouth Week and Tall Ships</p> <p>Meeting held with BID Director to discuss how to devise a Sustainable events strategy for 2024 and promote sustainable practice amongst business owners.</p> <p>Armed Forces Day and Tall Ships – to consider environmental impact and mitigation strategies.</p> <p>Falmouth Town controlled events have commissioned re-usable plastic mugs to be purchased at events.</p> <p>Town Spruce Up day organised and undertaken on 26 April</p> <p>Litterpick event held with King Charles School on 3 May 2023</p>	<p>Sustainable events strategy brief to be agreed.</p> <p>SEPO to attend SandSafe launch event once new date agreed.</p>
<b>Water</b>	SWW has issued DWMP. SEPO met with SWW on 5/25 Oct, 1 Dec and 13/15 Feb to discuss potential flood alleviation areas and solutions.	SWW to present approach at Council meeting in September.



Focus	Action taken	Next steps
	<p>CC supplied draft emergency plan and discussions held on details required to populate plan. Princess Pavilion assessed and approved as rest centre.</p> <p>In discussion with EA re plans for Prince of Wales Pier. They are seeking MMO approval and then will submit a planning application.</p>	<p>SWW to present potential plans post May 2023 (following internal approvals). Emergency plan (incorporating flood plan) to be finalised EA to provide details of flood alleviation plan. <b>NB works are likely to be implemented from autumn 2024 - Jan/Feb 2025.</b></p>
<b>Community Engagement</b>	<p>SEPO attending F&amp;P Climate Change Working group, Fal Energy Partnership and Transition Falmouth monthly meetings Climate Change Group preparing Green Guide SEPO chaired F&amp;P Climate Change Working at Falmouth Uni campus on 23 March. All environmental initiatives to be logged on Atlas of Prosperity</p>	<p>Green Guide to be issued and promoted to wider audience F&amp;P Climate Change Working group meeting in Falmouth on 8 June. Initiatives to be uploaded to Atlas of Prosperity.</p>
<b>Vehicles</b>		<p>Vehicle replacement required for parks team during 2023/4. Electric vehicles will be considered but may not be appropriate due to loadbearing requirement.</p>
<b>Ocean Recovery</b>	<p>Declaration made in Jan 2022.</p>	<p>Support Harbour Commission to deliver artificial reef and living sea wall off Church Street Car Park.</p>
<b>Energy Supplier</b>	<p>Brief on green energy requirements for all buildings prepared and sent out to major suppliers. Responses received in April.</p>	<p>Responses and quotes to be analysed and Green Energy supplier to be appointed asap. (Being coordinated by Finance Manager)</p>
<b>Communication</b>	<p>Discussions held with Communications Officer. Agreed to include specific environmental section on new website. Volunteer recruitment being promoted via Lovefalmouthvolunteers website.</p>	<p>Environmental section to be prepared for new website. Environmental projects to be promoted wider; Yellow Fish, Sandsafe, volunteering opportunities.</p>

Decisions requested from **Grounds, Facilities & Environmental Action Committee; NONE required**

Prepared by Karen Hall, Strategic Environmental Projects Officer  
3 May 2023