

FALMOUTH TOWN COUNCIL

Minutes of a meeting of the Grounds, Facilities and Environmental Action Committee held on 10th July 2023 at 6pm at the Atherton Suite, The Old Post Office, The Moor, Falmouth.

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

Also present: Councillors E E Seiler and A Jewell CC (to point mentioned)

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

GFEA82 APOLOGIES

An apology was received and approved from Councillor Rowe (ill).

GFEA83 INTERESTS AND DISPENSATIONS

None received.

GFEA84 MINUTES

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

RESOLVED that the minutes of the meeting held on 15th May 2023 be agreed as a correct record and signed by the Chair.

GFEA85 GROUNDS MANAGER OVERVIEW AND UPDATE

The Grounds Manager presented his report that is attached as part of these minutes. He would provide an email update on the Pendennis Headland Conservation Management Plan to members of the committee.

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

RESOLVED that the report be noted and

- (i) The Grounds Manager be delegated to seek alternative quotes to join the beginning and the end of the cycle track at Trescobeas and is then authorised, in consultation with the Committee Chair, to progress those works with virement from other service budgets.
- (ii) The Grounds Manager be delegated, in consultation with the Committee Chair, to reduce the number of hanging baskets provided for town dressing in 2024 to realise budgetary savings.
- (iii) The new vehicle acquisition be expedited as a matter of operational urgency.

GFEA86 FACILITIES MANAGER OVERVIEW AND UPDATE

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

Councillor Kirkham updated on the Re:Source project and Shared Prosperity Funding.

Councillor Jewell left the meeting during the about matter.

GFEA87 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. Additionally, she reported upon the availability of not-for-profit organisation for a presence at the Tallships event, the expression of interest had been submitted to the Community Ownership Fund for Princess Pavilion environmental improvements and Forest for Cornwall planting at Prislow Fields, Sustainable Urban Drainage Schemes and that compostable toilet options for events were currently uneconomic.

There being no further business to transact the Chair closed the meeting at 7.10 pm.

Signed

Grounds Report 10/07/23.

Cemeteries:

Apprenticeship position has been offered to Kat Tellam a volunteer who has worked off & on for several years in the cemetery on the condition that she achieves Level 1 Maths & English prior to the course start date in September.

Ponsharden cemeteries hard landscaping works are taking the lions share of our current resources and we are just about managing to keep up with the core maintenance tasks in other areas as a result, assisted by the lack of grass growth as it has been so dry. The landscaping work which is our matchfunding for the HLF is however progressing well.

The pedestrian signage sponsored by the FBRA, Cllr Young and our Mayor to inform people of a safer root to Swanpool beach through the bottom old cemetery rather than using the road of Swanpool hill, has been received and should be installed by the July 10th meeting.

Skatepark:

Challenging conditions for the trees planted there.

All areas have recently been sprayed off so as to prevent an assumption that it has been left to become a "Wildlife Haven" and we have 11.5kg of wild flower seed to sow on all areas surrounding the park which needs bare ground to establish properly. The Spring window was missed due to the extremely dry conditions, so it will be an Autumn sowing instead.

We are still awaiting a cost back from Active Groundworks for the drainage works, following which we will know the balance of funds held and at that stage it is agreed that we will meet with Maverick the park construction company and see what they can build for our budget.

Trescobeas: I have regularly called and emailed Jasper Flashman the bike track builder to get a formal quote to join the beginning and end of the track and a commitment to return to carry out tarring a few small seams and the grass seeding, but as it has been so dry it is probably a godsend that this wasn't completed in the Spring as he originally intended.

Recently I did manage to speak to Jasper and I hope to have more information to report at the July 10th meeting. I am aware though that the price of tarmac has risen considerably in recent times as it is an oil bi-product.

Gyllyngdune gardens: We have partnered with Fedcap an organisation that helps young people lacking in confidence have experience in the workplace, we now have 4 people who volunteer regularly aided by support officers who buddy their clients and carry out tasks as well. This has freed up enough time

for more propagation and we've started a plant sales area which is doing well with takings of around £1k/month at present and were hoping this will increase as the tourist season properly kicks off.

Street weed treatment: Completed

Headland: Andy has been speaking with Cormac regarding works required to the crumbling search light platform, improved access to Crab Quay beach as in the Falmouth neighbourhood plan and some stabilisation works to the cliff that are required. The asset condition survey has been completed by the archeologist Charlie Johns and CAU are in the process of digitising the report.

KP: The park now benefits from around 7 volunteers who regularly give a few hours/week to help Julian out. Andy's team have converted part of the old garage into a mess room, so they have somewhere to sit comfortably out of the weather for breaks.



FALMOUTH TOWN COUNCIL

Grounds, Facilities & Environment Committee 10th July 2023

Facilities Manager Update:

1. **Anti Social Behaviour**

Facilities team have been engaged throughout the town removing extensive graffiti in preparation for the various town events and in response to community requirements. Vandalism reduced in June primarily due to increased footfall around park and toilets related to Shanty and Armed Forces weekend. Fortnightly meetings with Neighbourhood Police teams have identified continuing issues with pre arranged youth group meetings at Queen Mary Gardens and Prince of Wales Pier. These areas continue to be the subject of increased patrols. Our Community Engagement Officer is co ordinating volunteer youth groups in order to raise the profile of these sites and undertake planting and redecoration activities. (Queen Mary Gardens)

2. **Premises Capital Works Funding**

Quotations have been sought for a building survey related to supporting grant funding applications for improvements to the Municipal Building. The scope of the survey requires a RIBA stage 1 report based around the criteria detailed in the following funds:

- Public Sector Decarbonisation Scheme
- [Museum Estate and Development Fund \(MEND\) Round 3 | Arts Council England](#)
- Libraries Improvement Fund

Improvement works will include the external fabric and internal mechanical and electrical system replacements.

3. **Pavilion: Refurbishment / Repair**

Works undertaken in June:

- Car Park - Works undertaken to reinstate tarmac and install armco barriers to rear banked area to mitigate risks of falls. (costs in budget)
- Lighting rig to be extended in theatre (high level) to accomodate additional lighting units. Installation of platform safety gate on rig to mitigate fall hazard. Works will be undertaken by in-house maintenance operatives.
- A structural survey to confirm stability and integrity of supporting roof components. Results of which will inform the future replacement of high level lighting.

4. **Changing Places Project:**

Project delivery is based upon preparatory works by BT Openreach for the relocation of the kiosk/ ATM. A planning notice has been approved and we are currently awaiting an installation date. CC are currently formulating a lease for FTC to take ownership for the area adjacent to the toilet block to site the modular unit. This was

originally included in the Devo 4 programme. The aforementioned will ensure that works can be completed within grant funding timescales.

5. **Kimberley Park Lodge (Source project):**

Demolition quotation enquiries have been sent out for the part demolition of the gatehouse. An asbestos survey has been undertaken highlighting no significant construction related issues. The architect is finalising the design specification which will then be released for QS preparation of bill of quantities. This information will then be tendered (contracts finder) in accordance with procurement regulation. CC are yet to confirm Shared Prosperity Funding (£500k)

6. **Health & Safety :** Committee meeting was convened on the 8th June. Areas for discussion and action included first aid, fire marshall, manual handling training and fire and emergency process and procedure.

Andy Medlin
Facilities Manager



July 2023 – Strategic Environmental Projects
Report for Grounds, Facilities & Environmental Action Committee

Focus	Action taken	Next steps
Environmental Projects	<p>Initial meeting held with Aquaculture who will be harvesting excess seaweed from beaches to discuss potentially using this to offset some carbon emissions.</p> <p>Forest for Cornwall (F4C) – several sites identified in Falmouth for progression by Cornwall Council team.</p> <p>UNESCO Biosphere – meeting held with UoE research team who will be applying for designation for Cornwall + IoS</p>	<p>F4C to update SEPO on locations for new tree planting</p>
Carbon Reduction	<p>Princess Pavilion – CEP proposal received confirming feasibility of solar installation at this building</p> <p>Possible fund identified to implement carbon saving improvements to Municipal building – Public Sector Decarbonisation Scheme (PSDS). Brief prepared for Building Condition survey of Municipal Building NB match funding of c. 20% is likely to be needed.</p> <p>Applications not due to be open until autumn 2023</p> <p>Second fund identified is Community Ownership Fund</p>	<p>SEPO to discuss potential fund availability within TC budget for solar panel installation at PP in autumn.</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 for PSDS in advance of anticipated fund opening.</p>
Events	<p>SandSafe event held on Gylly Beach on 24 May. Good coverage received in Falmouth Packet 7 June.</p> <p>Armed Forces Day and Tall Ships – protocols agreed for wildlife spotting and reporting.</p> <p>Town Spruce Up day organised and undertaken on 14 June</p>	<p>Sustainable events strategy brief to be considered by Town Team.</p>
Water	<p>SWW has issued DWMP. SEPO met with SWW to discuss potential flood alleviation areas and solutions.</p> <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>SWW to present approach at Council meeting in September.</p> <p>SWW to present potential plans following internal approvals.</p> <p>Emergency plan (incorporating flood plan) to be finalised</p>

Focus	Action taken	Next steps
	In discussion with EA re plans for Prince of Wales Pier. They are seeking MMO approval and then will submit a planning application.	EA to provide details of flood alleviation plan. NB works are likely to be implemented from autumn 2024 - Jan/Feb 2025.
Community Engagement	SEPO attending F&P Climate Change Working group, Fal Energy Partnership and Transition Falmouth monthly meetings F&P Climate Change Working meeting on 8 June cancelled and group on hold until autumn 2023.	Green Guide to be issued and promoted to wider audience Future of CCWG to be discussed as part of new CC CAP
Ocean Recovery	Declaration made in Jan 2022.	Support Harbour Commission to deliver artificial reef and living sea wall off Church Street Car Park. Tile installation due in July or Aug dependent on tides.
Energy Supplier	Brief on green energy requirements for all buildings prepared and sent out to major suppliers. Responses received in April.	Responses and quotes to be analysed and Green Energy supplier to be appointed asap. (Being coordinated by Finance Manager)
Communication	Discussions held with Communications Officer. Agreed to include specific environmental section on new website. Volunteer recruitment being promoted via Lovefalmouthvolunteers Meeting held with Visit Cornwall & TerraVerde to contribute to the sustainable tourism strategy.	Environmental section to be prepared for new website. Environmental projects to be promoted wider; Yellow Fish, Sandsafe, volunteering opportunities.

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

NONE required

Prepared by Karen Hall, Strategic Environmental Projects Officer
July 2023