



FALMOUTH TOWN COUNCIL

Agenda Grounds, Facilities & Environmental Action Committee

Date 11/06/2025
Time 19:00 -
Location Atherton Suite
Chair D. Konik
Attendees G. Andrewartha, D. Evans, K. Holbrook, L. Howes, A. Munden, J. Stowell, and J. Walkden.

Explanation Dear Councillor,
I hereby invite you to attend a meeting of the Grounds, Facilities & Environmental Action Committee to be held in the Atherton Suite on Wednesday 11th June at 7.00pm.

The meeting will observe the requirements of the Council's commitment to the Civility and Respect Pledge. That is to treat councillors, employees, members of the public, representatives of partner organisations and volunteers with civility and respect in their roles. Behaviour breaching that commitment will not be tolerated.

Town Clerk

- 1 APOLOGIES**
To receive and approve apologies for absence.
- 2 INTERESTS AND DECLARATIONS**
To receive declarations of interest in respect of items on the agenda. Councillors are reminded to declare any dispensations granted.
- 3 MINUTES**
To agree the minutes of the meeting dated Monday 17th March 2025. (1-16).
- 4 GROUNDS MANAGER OVERVIEW AND UPDATE**
To receive an overview and update from the Grounds Manager. (17-18).
- 5 FACILITIES MANAGER OVERVIEW AND UPDATE**
To receive an overview and update from the Facilities Manager. (19-20).
- 6 STRATEGIC ENVIRONMENTAL OFFICER OVERVIEW AND UPDATE**
To receive an overview and update from the Strategic Environmental Officer. (21-24).

EXCLUSION OF THE PRESS AND PUBLIC

To consider the exclusion of the press and public in the public interest for the following matters as they involve the consideration of confidential information in respect of property, funding and contractual matters.

FALMOUTH TOWN COUNCIL

Minutes of a meeting of the Grounds, Facilities and Environmental Action Committee held on 17th March 2025 at 7pm at the Atherton Suite, The Old Post Office, The Moor, Falmouth.

Present: Councillors D E Clegg (Chair), D V Evans BEM, J C Robinson, D W Saunby CC, J M Spargo and Z Young (from point mentioned)

Also present: Councillor A J Jewell CC.

In attendance: A M Williams	(Town Clerk)
A Medlin	(Facilities Manager)
S Penna	(Grounds Manager)
H Attree	(Administrative Assistant)

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.

GFEA169 APOLOGIES

Apologies for absence were received and approved from Councillors Konik (child care) and Rowe (work).

GFEA170 INTERESTS AND DISPENSATIONS

None received.

GFEA171 MINUTES

It was proposed by Councillor Clegg, seconded by Councillor D V Evans and

RESOLVED that the Part I minutes of the meeting held on 15th January 2025 be agreed as a correct record and signed by the Chair subject to the above amendment.

GFEA172 GROUND'S MANAGER OVERVIEW AND UPDATE

The Grounds Manager presented his report and Environmental Education and Enforcement Officers' report which were duly noted and form part of these minutes. He responded to queries regarding cemetery extension proposals, which the Committee felt should be flagged as a priority for the incoming Council. Also, Trescobeas signage and development proposals, green-waste disposal, van dwellers, and Gyllyngvase Beach use.

The Town Clerk reminded Councillors of the pre-election period restrictions. The Chair advised Councillor Young that if she was aware of beach management contraventions, she should report them to Cornwall Council.

Councillor Young had entered the meeting during the above report

GFEA173 FACILITIES MANAGER OVERVIEW AND UPDATE

The Facilities Manager presented his report which was duly noted and forms part of these minutes and responded to questions and advised that the Resource Project remained on programme for March 31st completion and that Community Ownership Fund works at Princess Pavilion had been completed to date. Works were pending regarding Webber Street Toilet repairs, and health and safety concerns remained an issue pending resurfacing works at Pendennis Headland Car Park.

GFEA174 STRATEGIC ENVIRONMENTAL PROJECTS OFFICER OVERVIEW AND UPDATE

The Town Clerk presented the Strategic Environmental Projects Officer's report which was duly noted and is attached as part of these minutes. In response to questions, he advised on ethical procurement considerations regarding the practicalities of value for money from the public purse, and the Town Council's role in promoting Fairtrade Strategic Environmental Projects Officer's presented her report which was duly noted and is attached as part of these minutes. In response to questions she updated on the new waste management requirements from 1st April 2025.

GFEA175 MOTION FOR THE OCEAN

The Town Clerk reported recommended amendment to the Council's commitment, to recognise its organisational constraints, and responded to Councillor questions thereon. The Committee noted the Ocean Recovery Declaration and the progress made against it to date.

It was proposed by Councillor Clegg, seconded by Councillor D V Evans and

RESOLVED that in regard to the Ocean Recovery Declaration in January 2022 given the organizational constraints the Council now adapts its position and continues to recognise that our ocean, waterways, nature, and climate are in a state of emergency and that the communities we serve are on the frontline. An ocean in crisis, and likewise rivers in crisis are not only bad news for our climate, but also for our fishing industry, aquaculture industry, tourism industry and for the health, wellbeing, and prosperity of our coastal communities. Healthy oceans and rivers are essential allies in our fight against climate change and blue carbon could play an integral role in helping us meet our net zero targets.

The Council pledges to:

1. Report to Full Council annually on the actions and projects that contribute to ocean recovery in Falmouth .
2. Consider the impact of decisions on the ocean in strategic decisions whenever possible .

3. Consider ocean-based climate solutions in our journey to carbon neutrality .
4. Support local partners to deliver increased sustainability in local marine environments and consider how to we can contribute to a sustainable, equitable and vibrant blue economy that delivers ocean recovery.
5. Grow Ocean literacy and marine citizenship in the town and promote sustainable and equitable access to the ocean through physical and digital experiences.
6. Promote activities that relate to ocean recovery progress, signpost to ocean literacy development opportunities, and marine citizenship pledges.
7. Become active members of the Cornwall and Isles of Scilly Marine and Coastal Partnership (hosted by Cornwall Wildlife Trust)
8. Continue to pressure the Government to put the ocean into net recovery by 2030.

for the provision of public toilets by the Council.

There being no further business to transact the Chair closed the meeting at 7.30pm.

Signed Dated.....

Grounds Report: 17th March 2025

Staffing: Holidays being used up prior to year end. Still trying to manage sicknesses as well. We have interviewed for the additional MSO that the committee kindly approved, we had x5 strong applicants and have appointed a Mr Jack Porter who has most of the certification we commonly require so will hit the ground running from April.

Jack Aston has had the variation of his terms extended for a further 3 months to cover the Cemetery Officer whilst sick

Street Spraying: 50% completed

Falmouth Spring Flower Show: Arrangements for the event on the 22nd & 23rd March are in hand with the set-up starting on Monday 17th; please come along to view if you can, it's always quite a spectacle.

Budock Cemetery site: There is positive movement from Budock Parochial Church Council for sharing access and parking on the site.

Dracaena Sports Recreation Area: I have met with a representative from Cornwall Saracens which is a CIC that promote basketball, they have committed to raise the further funds needed to repurpose the old play area for a fenced basketball area, currently we hold £15k generated from renting the area for depot space, the project is likely to cost in the region of £40k.

The NL require evidence that the criteria (eg an overall reduction in ASB) that having a new skatepark for the town would deliver which were identified by us in the funding application have been met (final evaluation); for this purpose and a film is nearing completion and will be submitted well in advance of deadlines.

Trescobeas POS: On the 18th March I will have also met with 2 people representing Kernow Padel, to explore options to site Padel courts on the POS, I'll report back at the meeting but this will most likely fall to the next Council to make any decisions on whether this can be progressed.

With Cllr elections looming may I take the opportunity to thank the Chair and our committee for their support, especially those who aren't standing for election again and those who will be sitting on a different committee with the new Council.

Please note that I am on A/L From 5th-22nd April.



Grounds, Facilities & Environment Committee

17th March 2025

Facilities Manager Update:

1. Re-Source Project : Kimberley Park Lodge

Construction works have continued in the period including installation of underfloor heating, ventilation, air source heat pumps and extensive electrical and digital connectivity. The cafe areas have been subject to internal timber floor preparations as well as wall plastering and commencement of kitchen installations to the servery area and larger rear kitchen preparation area. External drainage connections have been completed together with groundwork reinstatement to paths and external seating areas which include electrical service connectivity. Works relating to floor coverings and 2nd fix wiring will continue until the end of the month. Continued collaborative focus from the project and site team has ensured that completion and budgetary targets remain on track to the end of March.

Our Community Engagement Officer continues to develop links with local learners and students focusing upon music and digital upskilling specifically in the areas of music workshops and creative aspirational opportunities (Dracaena Centre, Atherton Suite, Kimberley Park). This engagement is a key requirement of grant funding outputs and outcomes.

Our further funding application (£53k) to the Good Growth : SPF Year 4 continuation was unsuccessful as funds were limited to existing projects.

Arts Council Supporting Grass Roots Music application (£43k) was also unsuccessful. It is clear that the limited availability of grant funding and related over subscription will continue to impact upon our future project aspirations. Further funding opportunities will be reviewed prior to release in the next tranche of the new financial year.

(Site progress photos are attached)

2. Municipal Building : Improvement Works

Listed building consent and conditional planning permission has been granted (25.02.25) for alterations to existing building comprising of thermal and energy related improvement, with associated repairs. **Phase 1** works to repair and remedy water ingress to the F/F offices is in progress with final work details being reviewed by the conservation officer with associated expressions of interest for the Principal Contractor role. Phase 1 works have been budgeted in 2025/26. A further grant application has been submitted (27.02.25) to the Community Levelling Up Programme (CLUP Year 4) £175K (10% FTC match) for Phase 2 works incorporating roof cavity insulation above the Art Gallery and installation of secondary glazing to all windows within the building.

3. Princess Pavilion

The following Community Ownership Funding works have been completed (£278k); Solar panel installation

Low Carbon Heating Solution – heat pump installation

Garden room floor refurbishment

Replacement entrance doors to garden room

Sound – mixing console

Lighting – enhanced theatre scheme

Works scheduled for completion prior to the end of March include external theatre storage unit and purchase of additional theatre chairs.

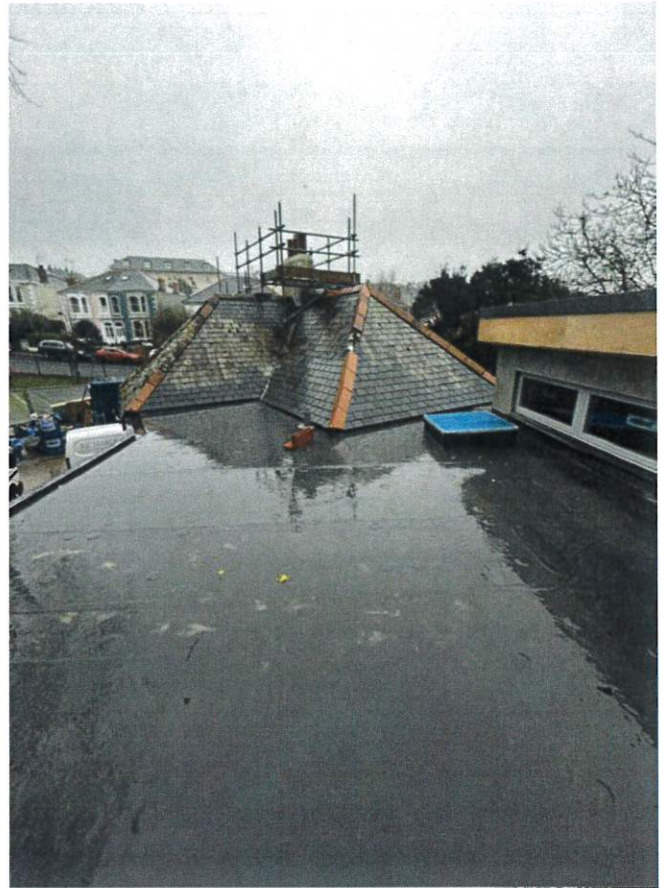
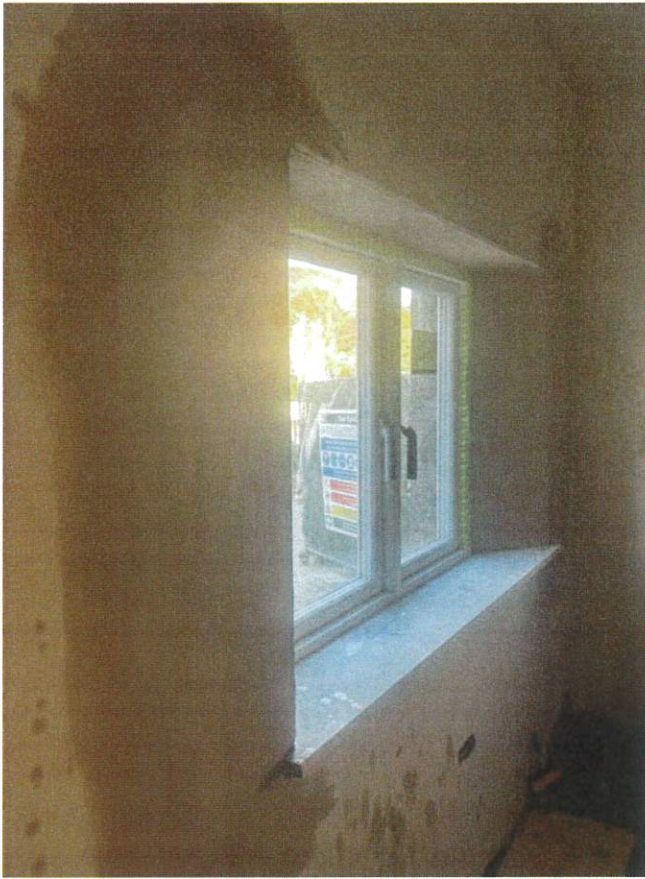
4. Pendennis Headland Car Park

Works relating to the installation of the Enviropave surfacing solution will commence on the 22nd April 2025. (CORMAC).

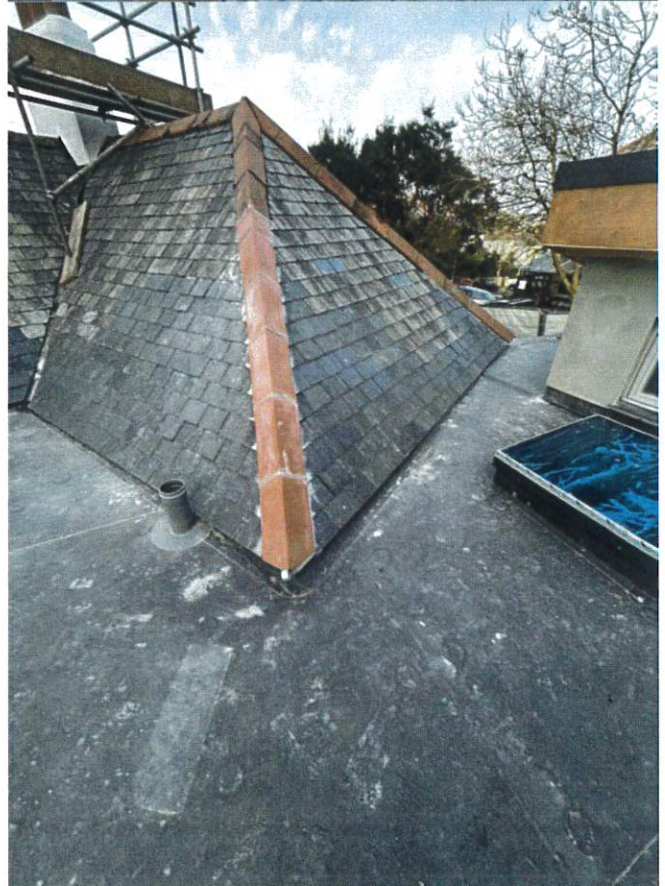
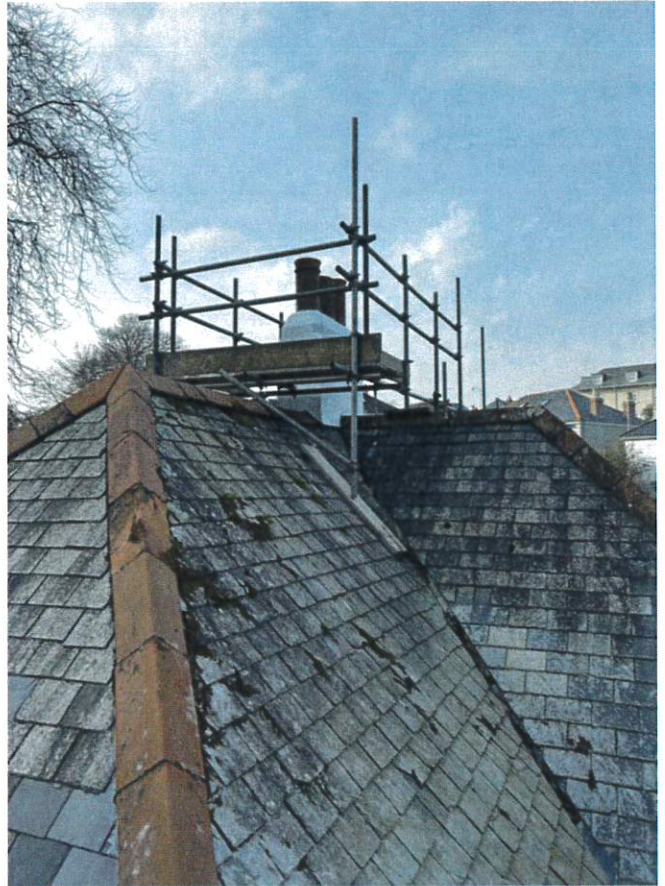
Re-Source Project : Progress February

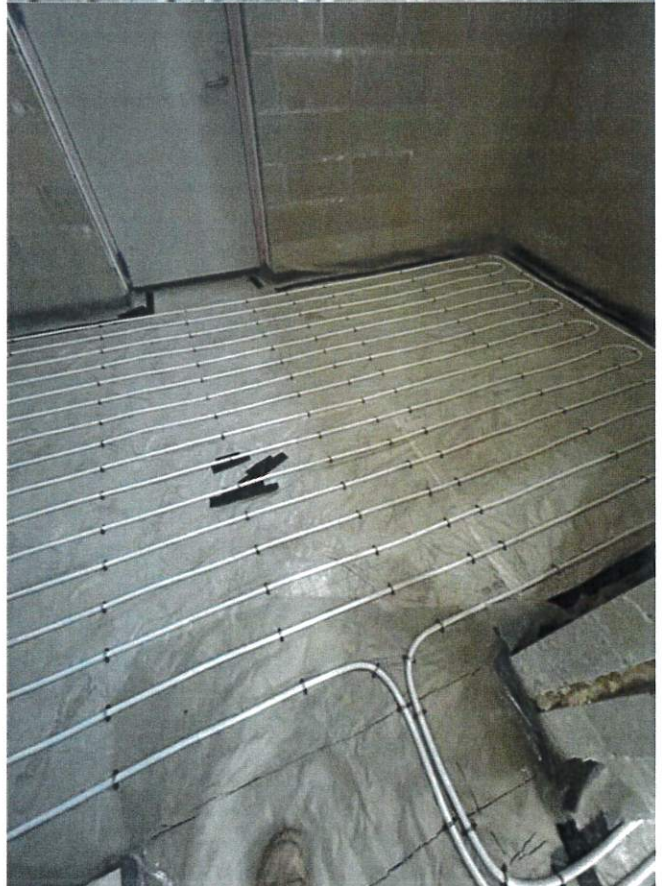




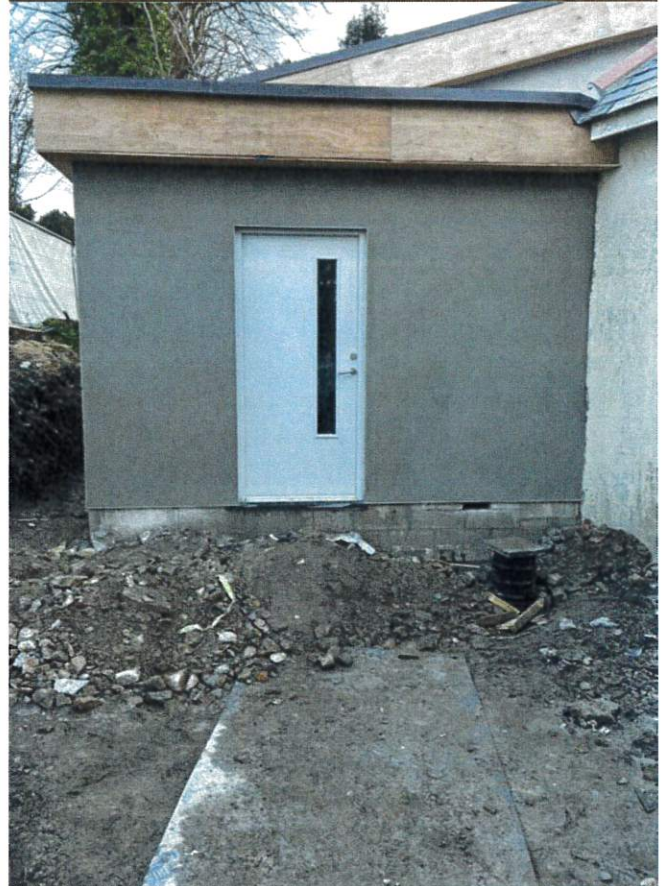
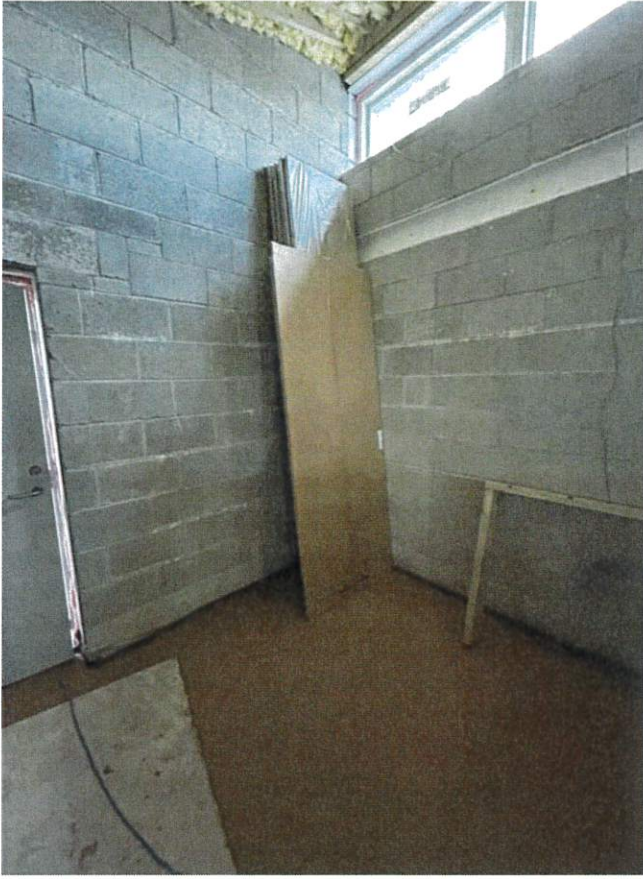














March 2025 – Strategic Environmental Projects
Report for Grounds, Facilities & Environmental Action Committee

Focus	Action taken	Next steps
Carbon Reduction	<p>Princess Pavilion (COF) –Solar installation completed on in Dec 2024, Low carbon installation completed Feb 2025. New draught proof doors installed in café. CEP assessment of PP identified further carbon saving potential. Further discussions required.</p> <p>Passmore Edwards Municipal Building – planning application approved?. Total cost c. £2million. EOI submitted from Levelling Up fund. Decision due May 2025.</p>	<p>Regular meetings to monitor further energy saving measures at PP.</p> <p>PP kitchen lighting to be replaced with LED.</p> <p>Alternative funding to be identified for PE Municipal Building.</p> <p>Continue replacing florescent lights with LED throughout library as funds allow. 2nd section of children’s library commissioned.</p>
Events	<p>Falmouth & Penryn CAP Marketplace Event on Tuesday, 28th January</p>	<p>Falmouth School Stomp 2 April</p> <p>Town Spring Clean 9 April</p> <p>SandSafe 28 May</p> <p>Green Week 7 – 15 June</p>
Water	<p>SWW monthly update meetings set up with SEPO. Website with details of works Falmouth Sewer Improvement Scheme (southwestwater.co.uk).</p>	<p>Estimates to be sought for rainwater harvesting at PP for 2025/26 budget</p> <p>Consider replacing push taps at toilets with water fountains to reduce water consumption</p>
Community Engagement	<p>SEPO attends Fal Energy Partnership and VSF Climate & Environment Alliance monthly meetings.</p> <p>SEPO attends Fal/Helford SAC meetings quarterly.</p>	
Ocean Recovery	<p>Declaration made in Jan 2022.</p> <p>Cornwall and Isles of Scilly Marine and Coastal Partnership prepared Marine Nature Recovery Opportunities for the Fal and Helford.</p> <p>6 x ‘We are the Ocean’ banners installed at Grove Place.</p>	<p>SEPO to attend quarterly meetings of SAC Management group.</p> <p>Blue Meadows restoration off Gylly Beach likely. Support to be provided.</p> <p>World Ocean Day 8 June. Work with local groups to devise event to celebrate.</p>

Focus	Action taken	Next steps
		Revised motion to be discussed at committee.
Communication	NALC Awards Finalists for Climate Response of the Year. Certificate received.	
Other	Fairtrade Town signage installed at two signposts welcoming people to Falmouth.	Communication to encourage residents to be aware of resilience methodologies Cornwall – BeFloodReady What you can do - Devon, Cornwall and the Isles of Scilly Local Resilience Forum Sign up for flood warnings - GOV.UK Marine wildlife interpretation panel to be installed at Pendennis Point
Recycling	Small electricals recycling box trial completed at Falmouth Library. Unfortunately this has not been renewed. Enquiries have been sent to establish whether this successful trial can be made permanent. New legislation ‘Simpler recycling’ comes into effect from April 2025. Princess Pavilion already collecting and recycling food waste since December 2024.	New waste service roll out to mid West area 5 commences March 10 2025. CC event at Library on 24 March. Implement Simpler recycling requirements across council by April 2025
Budget	£5,000 allocated in 2024/25 budget; £1,400 rainwater harvesting tank survey at PP £800 towards Library LED replacement £50 expenses £500 sustainable pens for use at events £90 recycling bins for office environments – Simpler Recycling £660 LED lighting in PP kitchen	

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

Adoption of revised Motion for the Ocean

Prepared by Karen Hall, Strategic Environmental Projects Officer



We are the ocean banner installation



[Inspiring artwork and poetry created by children and calling for urgent ocean action showcased in Falmouth - News](#)

Fairtrade signage



**A FAIRTRADE
TOWN SINCE 2005**

Grounds Report June 11th

All seasonal bedding planted for the Summer at the time of writing this report 27/05 baskets are delayed as the supplier states they aren't ready but will hopefully be all up by the time of the GFEA Committee meeting.

First application Street spaying completed.

Second cut of footpaths and coastal path completed.

Currently carrying out cutting back of trees on the Allotments hedges each side of Little Insite at the request of Highways dept. Recorded inspection for nesting birds carried out.

Old Cemetery to be cut in June.

All our volunteers were invited to a Bee walk in Falmouth Old Cemetery with "Falmouth Nature's" Kevin Thomas, several attended.

Significant amount of training recently completed, Pole saw, grave shoring and there's a digger/dumper course organised for July.

Removal of concrete pipe at Trescobeas POS

E30 Report:

- Planned and Delivered Sand Safe Event in Gylly Beach
- Attended CSAS Development Day
- Wodehouse Terrace/Boscawen Fields/Gyllyng Street encampment's, liaising with the public/residents/homeless-individuals/Partner agencies. Cleared camps and associated drug paraphernalia.
- Princess Pavilions extra patrols
- Safer Falmouth Pop up on the Moor
- FBRA AGM On Panel for the event
- Evening Patrols have now started
- Posters for NO DOGS Gylly and new stands
- Binfluencers - out with Uni door to door engagement - Well received
- Tregonigie Woods, Woodland Fair - Volunteers needed- Signed up 12 new volunteers
- Pendennis Point - fixed gate, removed five fires and one camper. Litter picked area.

Tessa and Eamonn



Grounds, Facilities & Environment Committee

11th June 2025

Facilities Manager Update:

1. Re-Source Project : Kimberley Park Lodge

The mobilisation and occupation of the Recording Studio and Coffee Bar has continued within the period with the appointed vendors, Source FM and Alex Bradshaw. It is envisaged that both outlets will be fully operational by the end of June with elements of the studio already being accessed by members of the local community. The project team have identified a formal opening date of Saturday 26th July with a further community launch on the 27th in association with the Parklive Event. Our Community Engagement Officer continues to develop links with local learners and students focusing upon music and digital upskilling specifically in the areas of music workshops and creative aspirational opportunities (Dracaena Centre, Atherton Suite, Kimberley Park). This engagement is a key requirement of grant funding outputs and outcomes until 2030.

2. Municipal Building : Improvement Works

Listed building consent and conditional planning permission has been granted (25.02.25) for alterations to the existing building comprising of thermal and energy related improvement, with associated repairs. **Phase 1** commenced on the 2nd June (6 week duration) incorporating repairs to remedy water ingress to the F/F offices. Richards Builders have been appointed as Principle Contractor to undertake various specialist works in accordance with planning and conservation conditions.(£42k) Further grant funding options are being reviewed with the Director in order to support the continued refurbishment of the building in accordance with the listed consents (circa £2m).

3. Library

Our maintenance team are currently undertaking refurbishment of the library in order to relocate the children's services area. Works include remodelling of an access route and full redecoration of a large reading area including replacement energy saving lighting (3 week duration)

4. Pendennis Headland Lower Car Park

Works relating to the installation of the Enviropave replacement surfacing solution were completed on the 16th May.





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

Focus	Action taken	Next steps
Carbon Reduction	<p>Princess Pavilion (COF) –kitchen lighting replaced with LED</p> <p>Passmore Edwards Municipal Building – planning application approved. Total cost c. £2million. EOI for Levelling Up fund turned down. LED lighting replaced fluorescent in both children’s sections.</p>	<p>Regular meetings to monitor further energy saving measures at PP.</p> <p>Alternative funding to be identified for PE Municipal Building.</p> <p>Continue replacing florescent lights with LED throughout library as funds allow.</p> <p>Carbon Audit for 2024/25 will be prepared and presented for August committee.</p>
Events	<p>Falmouth School Stomp 2 April</p> <p>Town Spring Clean 9 April</p> <p>SandSafe 28 May</p>	<p>Green Week 7 – 15 June</p>
Water	<p>New water fountain ordered for Swanpool toilets.</p> <p>New 1200l water butt ordered for Kimberley Park Lodge</p> <p>SWW monthly update meetings set up with SEPO. Website with details of works Falmouth Sewer Improvement Scheme (southwestwater.co.uk).</p>	<p>Water fountain to be installed at Swanpool toilet block</p> <p>Water butt installation to be arranged at the lodge</p> <p>Wider sharing of SWW plans meeting to be set up in July.</p>
Community Engagement	<p>SEPO attends Fal Energy Partnership monthly meetings.</p> <p>SEPO attends Fal/Helford SAC meetings quarterly.</p> <p>Town Spring Clean undertaken on 9 April.</p>	
Ocean Recovery	<p>Revised Motion for the Ocean adopted by GF&EA committee in March 2025. Ocean Recovery - Falmouth Town Council</p> <p>Cornwall and Isles of Scilly Marine and Coastal Partnership prepared Marine Nature Recovery Opportunities for the Fal and Helford.</p> <p>New basking shark mural completed at NMM car park.</p>	<p>SEPO to attend quarterly meetings of SAC Management group.</p> <p>Blue Meadows restoration off Swanpool Beach possible. Support to be provided.</p> <p>Festival for the Ocean on 8 June.</p>

Focus	Action taken	Next steps
Communication	Beach Clean and Climate Café organised by others but promoted via FTC social media.	
Other	Environmental objective included in 2025 staff appraisal process.	Communication to encourage residents to be aware of resilience methodologies Cornwall – BeFloodReady What you can do - Devon, Cornwall and the Isles of Scilly Local Resilience Forum Sign up for flood warnings - GOV.UK Marine wildlife interpretation panel to be installed at Pendennis Point
Recycling	New legislation ‘Simpler recycling’ came into effect from April 2025. FTC has briefed staff and provided facilities to enable food waste recycling. New waste service commenced in March 2025. Binfluencer event arranged with Falmouth Uni & UoE to visit student premises to encourage better recycling amongst this audience.	
Budget	£7,000 allocated in 2025/26 budget; £400 towards Festival for the Ocean £200 towards Green Week	

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

Prepared by Karen Hall, Strategic Environmental Projects Officer



Festival for the Ocean poster

Festival for the Ocean

Sunday 8 June Gylly Beach

Activities 11am – 3pm

Local information sharing

Seaweed pressing

Cyanotrope creation

Various art sessions

Recyled net jewellery

Snorkel safari 11am

Basket shark procession 12pm

Marine stranding demo 1.30pm

Beach clean 2pm

THE GREAT BIG GREEN WEEK

7-15 JUNE



FALMOUTH TOWN COUNCIL

Falmouth's Great Big Green Week is an opportunity to find out more about what our community is doing to conserve and protect the local environment and how you can play your part.

Saturday 7 June

Family Activity

Fal River Collage
Falmouth Art Gallery
11am - 12.30pm & 2pm - 3.30pm

Sunday 8 June

World Ocean Day

Festival of the Ocean
Gyllyngvase Beach
11am - 3.00pm

Falmouth & Penryn Repair Cafe
Princess Pavilion
1.30pm - 4.00pm

David Attenborough: Ocean
The Phoneix Cinema
4.40pm

Monday 9 June

Environment

Falmouth Town Council
Falmouth Library
10am - 12.30pm

Falmouth Marine Conservation
Falmouth Library
11am - 3pm

Tuesday 10 June

Water

South West Water & Community Energy Plus
Falmouth Library; 10am - 12.30pm

Making Space for Sand
Falmouth Library; 1.30pm - 4.30pm

Wednesday 11 June

Food

Fairtrade Coffee & Cake
Falmouth Library ; 10am - 12.30pm

Falmouth Food Co-op
Falmouth Library
1.30am - 4.30pm

Thursday 12 June

Reduce, Reuse, Recycle

Un-rap Coop
Market on The Moor
10am - 12.30pm

Transition Falmouth
Market on The Moor
1.30am - 4.30pm

Friday 13 June

Biodiversity

Greenpeace
Falmouth Library
10.00am - 12.30pm