

FALMOUTH TOWN COUNCIL

Minutes of a meeting of the Grounds, Facilities and Environmental Action Committee held on 14th January 2026 at 7.30pm 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 and J A R Stowell

Also present: Councillors T M Pearce (to point mentioned)

In attendance: R N Thomas (Responsible Financial Officer)
A Medlin (Facilities 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.

GFEA208 APOLOGIES

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

GFEA209 INTERESTS AND DISPENSATIONS

None received.

GFEA210 MINUTES

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

RESOLVED that the Part I minutes of the meeting held on 12th November 2025 be agreed as a correct record and signed by the Chair.

GFEA211 GROUND MANAGER OVERVIEW AND UPDATE

The Responsible Financial Officer present the Grounds Manager report and responded. The report was duly noted and forms part of these minutes.

The Chair noted that the Grounds Manager would be resigning at the end of March and wished to thank him for setting up and establishing the Grounds Team.

The Chair thanked the Grounds and Facilities teams for all their hard work dealing with the aftermath of Storm Gorretti.

The Chair also thanked the Environmental Education and Enforcement Officer for assisting an elderly gentleman at the Princess Pavilion following a medical emergency.

CLASSIFICATION: DRAFT - NOT YET RATIFIED BY COUNCIL COMMITTEE

Councillor Stowell requested that protected characteristics are not used in future reports that are available to the public.

GFEA212

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.

He thanked Councillor Andrewartha for his assistance with works carried out at the Princess Pavilion.

The Health and Safety Audit Report would be made available to Councillors.

GFEA213

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 the Green Corridor fingerpost/signposts would be installed on the boardwalk at the end of February and confirmed that funding from Cornwall Council had been received to cover the purchase and installation costs.

A report on the Charter of the Sea would be deferred to the next meeting for Councillor Holbrook to provide an update.

GFEA214

LOCAL MAINTENANCE PARTNERSHIP 2026/27

The correspondence was noted.

GFEA215

CONSULTATION PSPO RENEWAL (ALCOHOL CONSUMPTION IN PUBLIC SPACES) 2026

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

RESOLVED that the proposals are approved in principle.

It was noted that some Cornwall Councillors were prepared to contribute towards the cost of adding Gellyngvase Beach to the order from their Community Chest grants.

GFEA216

BIODIVERSITY POLICY

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

RESOLVED to work towards the adoption of a Biodiversity Policy and Action Plan with a recommendation to the Staffing Committee that the job description for the recruitment of a Grounds Manager includes biodiversity experience.

A previous MOTION by Councillor Evans recommending adopting the policy was withdrawn.

Councillor Pearce now left the meeting.

CLASSIFICATION: DRAFT - NOT YET RATIFIED BY COUNCIL COMMITTEE
GFEA217 EXCLUSION OF THE PRESS AND PUBLIC
It was proposed by Councillor Howes, seconded by Councillor Walkden 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 14/01/26

Please accept my apologies for this meeting as I won't be able to attend.

Trescobeas

We have cut back the vegetation from and remade the footpath using recycled material.

Dracaena

Car park levels roughly sorted with recycled materials to direct water to the newly installed land drain to increase parking area by removal of standing water. Trees all planted. Road drains cleared of debris and jetted. Potholes filled.

Street weed treatment

Looking to start in late February, weather dependant.

Ponsharden Cemeteries

Harras fencing removed and the roadside bank tidied up (No need for tractor & flail thank you Mr Mayor)

General:

We are currently recruiting for an EEEO officer following the resignation of the previous officer.

This is the time of year when we carry out new and refresher training, this does impact on daily operations several courses are already booked and others requested.

Tree inspections of all our sites are ongoing, no reports back yet.

Environmental Education and Enforcement Officer E30 Report
for November/December 2025

All normal patrols and duties plus

- 5th November – Bonfire night pre work, worked wonders in that we had no incidents with the public on the night. We will look to do the same work in 2026.
- Motivation talk/lecture at Falmouth Uni Penryn, *Environmental Bootcamp*. On working in the Environmental field, about my job, what I do and how much I love it. I was blown away by the response I got from the attendees and they seemed to love my talk and power point.
- Employer Briefing for the Speed Networking Session – I was asked back to the uni at the end of the boot camp, to take part in some speed networking (think speed dating but for job talk), to help build confidence at interviews. Again, this was very rewarding.
- I was asked to be part of a film Cornwall Council are making about partner working and I spent the day being followed by a camera crew and drone! Three films in 2025 done.
- Falmouth Van Count. On 12th November we had 35 van dwellers in Falmouth. Count done between 7am and 8am. This was then reported to the Cross County Van Dwellers meeting. (I meet four times a year with colleagues across the country).
- Please note we have had a few vans starting to park up at Dracaena centre car park, I am moving them on but some clear signage would be useful.
- I am looking to continue my work with young people drinking Alcohol on the streets, I have been working with DC on projects.
- Beach management meeting – I am currently looking at beach signage for the summer, and I will get this ordered Jan.
- I supported the Festive Weekend on both days.
- I was invited to give a talk at Wildlife Groundswell on Lizard. Sharing environmental projects that I have done which have been successful in Falmouth. This was very well received.
- The Romanian cohort are back Christmas begging. Working with policing family to remove the signs. Just running around in circles, as they just put them back out when we go.
- High Street flats noise complaints – quickly sorted by Sanctuary Housing and myself. Zero tolerance on any ASB in this area. Co working on this is working really well.
- I was called to PP to assist an elderly confused gentleman who was lost and found wandering the gardens. I calmed the man and dealt with the situation, called support from the 999 service. Lucky we did this as it turned out he had a bleed on the brain and would have died within hours if we had not acted. He is recovering in hospital.

Tessa Marie



Grounds, Facilities & Environment Committee

14th January 2026

Facilities Manager Update:

1. Princess Pavilion:

Works undertaken within the period and proposed in January include the following:

- Bandstand: Preparation and redecoration of steel work completed by volunteers. (supported by Cllr Andrewartha)
- Front entrance area : Scaffold placement to enable general redecoration and replacement of facias to high level areas and steel uprights and access railings works. (W/C 12.01.26)
- Rear entrance veranda tower : Scaffold placement and redecoration to high level joinery.
- Veranda : Replacement of 3No timber uprights including redecoration.
- Underground water harvesting tank : Reinstatement of service pipework and pump to enable operation of below ground tank servicing the internal toilets and irrigation to the pavilion greenhouse. Works will include cleansing of all associated rainwater guttering and pipework to ensure consistent volume of supply. (W/C 05.01.2026)
- Stable block : Works relating to the replacement of the external masonry netting and guttering repairs will progress on the 23.02.2026. (St Ives Safety Netting) Traffic control will be in place throughout the works duration to support a safe system of work incorporating a scissor lift.
- All works have been undertaken within current year maintenance budget allocation.

2. HVO fuel tank installation:

Facilities maintenance team have undertaken the excavation and concrete reinstatement of a base in advance of HVO tank installation in early January. Commisioning works will incorporate digital management of fuel use (operative fuel fobs).

3. Xmas Event Support

Our teams supported numerous events during the period including the lights switch on, festive weekend and Harmony Choir supervision on Xmas Eve. The Community Engagement Officer successfully managed the Christmas Tree Festival at the Pavilion with positive feedback from the wider community.

4. Health and Safety:

The FTC Health & Safety Committee will convene on the 22nd January and will be supported by staff representation from each area of the business. The annual Health & Safety Audit will commence on 27th January (external consultant / Worknest) The audit will focus upon all aspects of our maintenance activities and will review

management systems for health & safety, risk assessments, safe systems of work, training, welfare and compliance records.



January 2026 – Strategic Environmental Projects Report for Grounds, Facilities & Environmental Action Committee

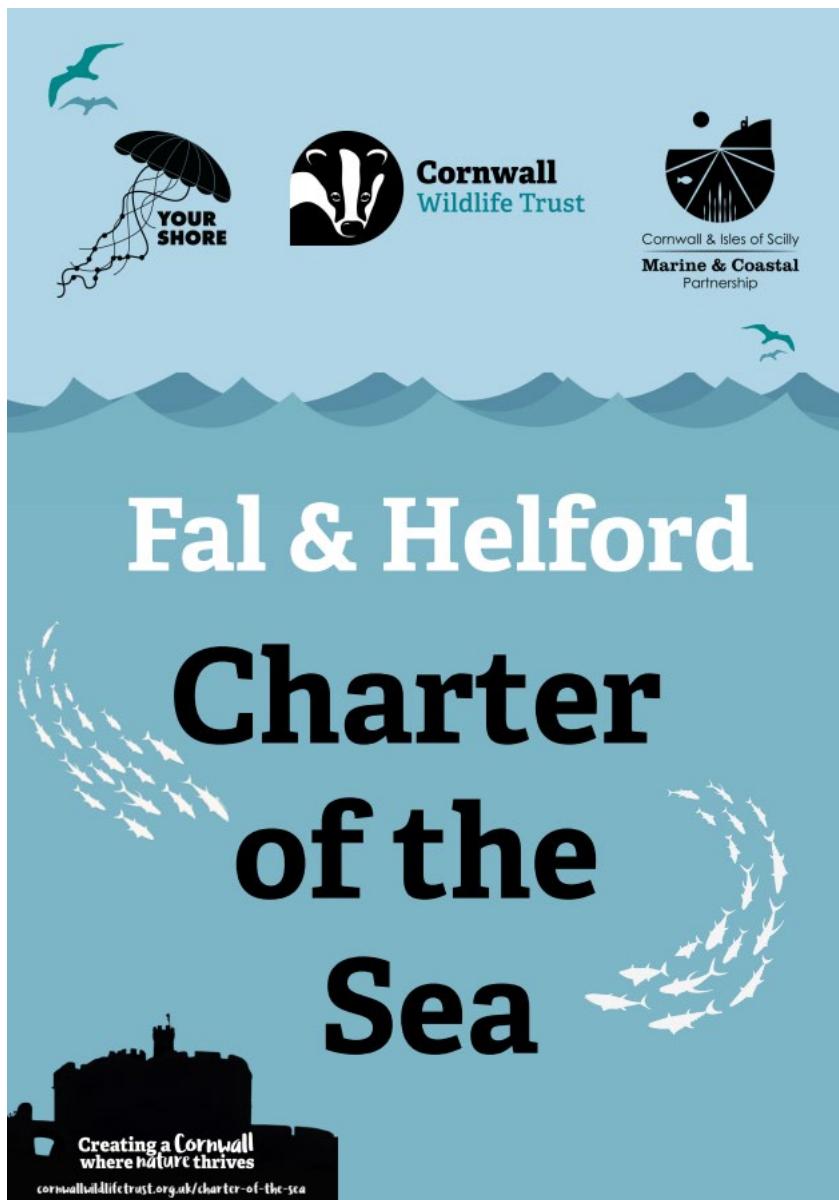
Focus	Action taken	Next steps
Carbon Reduction	<p>Princess Pavilion (COF) – New LED spotlights commissioned for outside theatre.</p> <p>Passmore Edwards Municipal Building – Total cost c. £3million. Funding options to be investigated. Temporary draught prevention measures on front doors enacted.</p> <p>Mortuary Building – budget proposed for solar installation HVO tank being delivered to Mortuary Building during w/c 5 Jan.</p>	Regular meetings to monitor further energy saving measures at PP. Continue replacing fluorescent lights with LED throughout library as funds allow. Drivers to be briefed on HVO usage Diesel vehicles and machinery converted to low carbon fuel source during January. If budget approved procurement process for Mortuary building solar installation in 2026/7.
Biodiversity	<p>Green Corridor project stalled with Falmouth Marine School due to changes internally. No further progress.</p> <p>Invasive species (INNS) removal programme discussions with Cornwall Wildlife Trust underway for sections of the Green Corridor.</p> <p>UoE intern commissioned to create maps on <i>Parish On-line</i> of all FTC park & open spaces.</p>	Councillors to develop and take to Committee <ul style="list-style-type: none">• Declaration of an ecological emergency• Biodiversity policy
Events	Planning underway to explore a second Festival for the Ocean in June (close to World Ocean Day)	Apple tree grafting workshop @ PP 21 Feb Coastal Resilience 14 March (Cllr Clegg lead) Town-wide spring clean 25 March Water-saving event @ PP 12 April Nature Day on Sunday 24 May in K Park.
Water	SWW monthly update meetings set up with SEPO. Website with details of works Falmouth Sewer Improvement Scheme (southwestwater.co.uk) . Rainwater harvesting system restation underway at PP in January.	Communication to encourage residents to be aware of resilience methodologies. SWW to present suite of plans to full Council on 9 March.

Focus	Action taken	Next steps
Community Engagement	SEPO attends Fal Energy Partnership monthly meetings, Fal/Helford SAC meetings quarterly. FTC attend Falmouth Green Corridor meetings quarterly. Attended inaugural meeting of the Friends of Swanpool	Events scheduling process to commence.
Ocean Recovery	Liaison with Falmouth Marine Conservation to assess FTC involvement with various projects including snorkel safaris and Pacific Oyster management.	Blue Meadows seagrass restoration in Falmouth Bay planned may commence in spring 2026 subject to funding. Committee to adopt the Fal & Helford Charter. Work with new CC Fal & Helford Officer to promote best practice on the ocean.
Transport	Promote cycle events organised by Councillor Evans via socials.	
Communication	Litterpick organised by others, promoted via FTC channels	
Other	SME energy saving app being trialed amongst BID businesses. Provided by <i>Fairer Warmth for SMEs</i>	Support S106 project at Swanvale open space and verges around Swanpool commencing Feb.
Budget	£7,000 allocated in 2025/26 budget; £400 - Festival for the Ocean £200 - Green Week £200 – Sustainable drinks @ Christmas celebration £1,000 – Community Resilience event £670 – new emergency lighting at PP £750 – Snorkel safaris from Falmouth Marine Conservation Running total - £3,220	

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

To endorse the Fal & Helford Charter of the Sea

Prepared by Karen Hall, Strategic Environmental Projects Officer
December 2025



Vision

To protect and celebrate the rich marine heritage of the Fal & Helford estuaries by fostering stewardship, enhancing water quality, reducing pollution and restoring our coastal and marine environments. Ensuring a thriving sea for generations to come.

Priorities

Education & Engagement

Water quality

Plastic Pollution & Marine Litter

Wrecks & Abandoned Boats

[Fal & Helford Charter of the Sea Document](#)