

## FALMOUTH TOWN COUNCIL

Minutes of a meeting of the Grounds, Facilities and Environmental Action Committee held on 11<sup>th</sup> September 2024 at 7pm at the Atherton Suite, The Old Post Office, The Moor, Falmouth.

Present: Councillors D E Clegg (Chair), D V Evans BEM, A Rowe, D W Saunby CC, J M Spargo and Z Young

Also present: Councillors A J Jewell CC and J Robinson

In attendance: R Gates (Town Manager)  
A Medlin (Facilities Manager)  
S Penna (Grounds Manager)  
M Lewis (Cultural Services Director)  
K M Hall (Strategic Environmental Projects Officer)  
V Rogers (Administration Officer)

### **GFEA137 APOLOGIES**

An apology for absence was received and approved from Councillor Edwards (carers leave).

### **GFEA138 INTERESTS AND DISPENSATIONS**

None received.

### **GFEA139 MINUTES**

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

**RESOLVED** that the Part I minutes of the meeting held on 12<sup>th</sup> June 2024 be agreed as a correct record and signed by the Chair.

### **GFEA140 GROUND MANAGER OVERVIEW AND UPDATE**

The Grounds Manager presented his Part I report which was duly noted and forms part of these minutes.

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

**RESOLVED** to support the proposed erection of 5mph speed restriction signs on the road at the Skatepark.

The Grounds Manager further reported that planning for the next stage of the Skatepark, for road and car park works, was underway. An estimate for £160,000/£170,000 had been received to complete the phase 3 project to adoptable standards which includes the installation of a sub-base throughout all areas. A ground stability testing will be commissioned to reduce the requirement to install a sub-base throughout, which in turn will reduce costs.

He was also pleased to report that the police had advised that there had been a reduction in anti-social behaviour throughout the town since the Skatepark had opened.

The Committee thanked all those involved in the Skatepark development.

**GFEA141 FACILITIES MANAGER OVERVIEW AND UPDATE**

The Facilities Manager presented his Part I report that is attached as part of these minutes and was duly noted. He responded to questions on the resurfacing of the lower Pendennis car park.

A MOTION by Councillor Clegg, seconded by Councillor Rowe, to approve a quotation for £36,000 to resurface the lower part of the Pendennis Headland Car Park with recycled sustainable parking pavers was lost. There was no substantive motion put. The Committee to further consider the type of surfacing material, subject to heritage and environmental considerations and site safety requirements and pursuant to Minute F6932.

The Committee thanked all those involved with the Resource Project which was proceeding well.

**GFEA142 STRATEGIC ENVIRONMENTAL PROJECTS OFFICER OVERVIEW AND UPDATE**

The Strategic Environmental Projects Officer's presented her report which was duly noted and is attached as part of these minutes.

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

**RESOLVED** that the Strategic Environmental Projects Officer submits her response for the housing decarbonisation consultation as previously circulated to the Committee.

**GFEA143 EXCLUSION OF THE PRESS AND PUBLIC**

It was proposed by Councillor Clegg, seconded by Councillor Rowe 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 - September 2024

**General:** August the team assisted with Falmouth events accruing lieu time, plus staff taking holidays so it is a case of keeping up with general grounds maintenance tasks.

Jacqui Owen has left FTC and Nicola Burgess will take on the community liaison role which includes the organisation of Falmouth Spring Flower Show and Christmas Tree Festival as well as school liaison projects.

September knotweed treatment in various areas.

**Skatepark:** recently received the specifications for phase 3 infrastructure works back from the architect and now getting estimates to inform the tender level. In the meantime does the committee favour erecting 5mph speed restriction signs(under £500)?

£10k funding application for litter resources and related equipment submitted.

National Lottery requires Evaluation Report and film 1 year on which is being worked on.

2 Benches commissioned from the Crowdfunder.

**Street Weed Treatment:** Should be just about complete by the meeting date.

**Ponsharden Cemeteries:** Recently tidied up but remains closed and visits by appointment until such time as the site can be secured properly at night. Railings need to be installed around the bottom of the Jewish Cemetery, Ruth in contact with the HLF re budget for this.

**Gyllyngdune Gardens:** Andy intending to refurb the Bandstand, so the bedding will be removed early to facilitate the completion of the works prior to 10/10/24 the Spring bedding planting date.

Many outdoor events planned at PP (beer festival etc) which will impact the integrity of the lawn area.



**Grounds, Facilities & Environment Committee**

**11th September 2024 – Part I**

**Facilities Manager Update:**

**1. ReSource Project – Kimberley Park Lodge**

Richards Builders commenced site works on the 24th June.

Initial works included demolition of the rear extension, drainage excavation and reinstatement, concrete foundation piling and internal preparation works to the lodge area. Project works have been formalised under a JCT Intermediate Building Contract with Contractor Design. Weekly progress meetings are in place reviewing activities against programme with variation reconciliations managed by the Project Quantity Surveyor. (Crossley Hill)

Valuation 1 was submitted and processed by Cornwall Council relating to expenditure to the end of June (£61k).

Weekly progress meetings with the Goodgrowth Funding Team are ongoing reviewing performance against prescribed project timelines.

The project will shortly be subject to an external construction site audit by CC's specialist consultant, Innercircle (date tbc).

Project completion date 31st March 2025.

**2. Municipal Building**

Refurbishment costs related to fabric improvements are being formulated in order to define activity schedules supporting future grant applications.

RTP Surveyors are finalising survey documentation and specifications which will enable the planning application process and support grant application requiring completion of RIBA stage 3 process.

All improvement options continue to be discussed with the Strategic Historic Environment Officer in order to assess in relation to listed building consent.

Further grant enquires have been made to .gov re launch of COF4 to assist with exterior and building fabric works only. Fund is not currently open but we will monitor and apply again once government have identified what they are proposing for the future.

Currently this fund can accept applications for funding up to £2m to 20% match

**3. Princess Pavilion**

Community Ownership Funding (£238k) will enable the following building improvements:

Solar Panels – contract awarded.

Low Carbon Heating Solution – tender in process.

Roof Insulation – including safe access for future works – tender preparation in progress.

Sound – mixing console specified.

Lighting – enhanced scheme specified.

Project completion date 31st March 2025.

**4. Pendennis Car Park**

A pre-application has been submitted for Scheduled Monument Consent for the resurfacing of the lower car park with Environpave environmentally recycled sustainable parking pavers. A quotation in the sum of £36k has been received which will be instructed upon approval (CIL Fund). Original market testing of a tarmac solution was identified at £57k.

**5. Training**

Manual Handling training will be undertaken on the 11th September (16 operatives)

Andy Medlin  
Facilities Manager

**DRAFT**



September 2024 – Strategic Environmental Projects  
Report for Grounds, Facilities & Environmental Action Committee

Focus	Action taken	Next steps
<b>Environmental Projects/ initiatives</b>	<p>Blue Meadows project underway around sea grass restoration. SEPO maintaining contact with Ocean Conservation Trust.</p> <p>CC Housing decarbonisation strategy out for consultation</p> <p>More environmentally sustainable surfacing sourced for Pendennis Headland car park. See Facilities Manager report.</p>	<p>Committee to approve proposed submission for housing decarbonisation consultation on behalf of FTC.</p> <p>Marine wildlife interpretation panel to be installed at Pendennis Point.</p>
<b>Carbon Reduction</b>	<p>Carbon Reduction Plan incorporating Carbon Audit adopted at June committee meeting.</p> <p><b>Princess Pavilion (COF)</b> – Tenders assessed for Solar with Naked Solar appointed. First project meeting on site held w/c 19 Aug. Tender return received for Renewable energy heating system.</p> <p>Passmore Edwards Municipal Building - design stage completed. Total cost c. £2million. Dependent on funding being secured.</p> <p>Decarbonisation feasibility study produced outlining various interventions, however only 9% could be secured via PSDS so this fund is no longer appropriate for this</p> <p>The grounds team has purchased a state of the art electric mower for use in the new cemetery (July 2024).</p> <p>Children’s library lighting converted to LED.</p>	<p>Solar and low carbon installation to be completed before 22 March 2025.</p> <p>In the absence of MEND application for PE Municipal Building alternative funding mechanism to be identified.</p> <p>Plan is to continue replacing florescent lights with LED throughout the library as funds allow.</p>
<b>Events</b>	<p>Re-usable cups reinstated for Shanty Festival.</p> <p>The Great Big Green Week took place at the Library between 8 – 15 June. 183 individuals engaged across the activities.</p> <p>Identified Green Libraries Week as a second opportunity to engage.</p>	<p>Love where you live mass litterpick</p> <p>Community Action Day to take place on 9<sup>th</sup> Oct at 5 locations</p> <p>Green Libraries Week activities 7 – 14 Oct</p>
<b>Water</b>	<p>SWW monthly update meetings set up with SEPO. Website with details of works <a href="https://southwestwater.co.uk">Falmouth Sewer Improvement Scheme (southwestwater.co.uk)</a>.</p>	<p>SWW works - Queen Mary’s Gardens section to commence in October 2024 due to be completed by Spring 2025.</p>

Focus	Action taken	Next steps
	Report received on rainwater harvesting tank at Princess Pavilion. This is not functional and would require further funds to re-instate which seems unlikely at the moment.	SWW to present to full council at December 9 <sup>th</sup> meeting.
<b>Community Engagement</b>	SEPO attends Fal Energy Partnership and VSF Climate & Environment Alliance monthly meetings. SEPO attends Fal/Helford SAC meetings quarterly.	
<b>Ocean Recovery</b>	Declaration made in Jan 2022. Cornwall and Isles of Scilly Marine and Coastal Partnership prepared Marine Nature Recovery Opportunities for the Fal and Helford.	SEPO to attend quarterly meetings of CloS Marine and Coastal Partnership. Celebration of marine habitat photo call with FH scheduled for 18 October.
<b>Communication</b>	Environmental section published within new website SEPO exploring possibility of an interactive environmental trail around town.	
<b>Other</b>	Wildlife beds in New Cemetery being designed. Emergency plan (incorporating flood plan) completion will be passed to the Town Team to be finalised and issued to limited audience. Entered for NALC Award – Climate Response. Finalists to be announced December 2024.	Planting to be undertaken in autumn 2024
<b>Recycling</b>	Redundant IT equipment recycled via local Truro company.	Work with CC once Date for new waste service roll out to mid West area 5 (2025) has been confirmed.
<b>Budget</b>	£8,000 allocated in 2024/25 budget.	

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

**Approve submission for housing decarbonisation consultation**

Prepared by Karen Hall, Strategic Environmental Projects Officer Aug 2024



## Appendix 1 – Green Week Summary

In the Council’s strategic plan 2023-2027, there is an imperative to promote environmental messaging;

- Enhance our environmental messaging and education service provision
- Continue to support the Climate Change Emergency projects and initiatives including becoming plastic free and working towards carbon neutrality

Working with the Library a programme of community-based information sharing activities was put together to celebrate the Climate Coalitions Great Big Green Week.

**FALMOUTH LIBRARY**  
FALMOUTH TOWN COUNCIL

# THE GREAT BIG GREEN WEEK

8-16 JUNE

Drop in to Falmouth Library during The Great Big Green Week and learn more about what our community is doing to conserve and protect the local environment and how you can play your part.

**Saturday 8 June**  
**The Magic of Nature**  
11 - 12.30pm & 2 - 3.30pm  
Family craft sessions in the library using recycled materials.

**Transport**  
3.45pm for a 4pm start, The Moor  
Join Kidical Mass for a fun Family Bike Ride through Falmouth leaving from The Moor at 4pm. Minimum independent rider age of 4 years. All children must be accompanied and riders must register at start. All participants are advised to wear a helmet.

**Monday 10 June**  
**Recycling & Reusing**  
10 - 12.30pm  
Come and talk all things recycling with Falmouth Town Council officers.

1.30 - 4.30pm  
Transition Falmouth will be in the lobby to give advice on upcycling and repurposing.

**Tuesday 11 June**  
**Water**  
10 - 12.30pm  
Discover how to enjoy our local estuaries and minimise your impact upon wildlife and protected habitats.

**Wednesday 12 June**  
**Energy**  
10 - 12.30pm  
Community Energy Plus will be in the lobby to give money saving tips & invaluable eco energy advice.

**Thursday 13 June**  
**Food**  
10 - 12.30pm  
Fairtrade Falmouth will be sharing where to buy sustainable produce.

1.30 - 4.30pm  
Sustainable Food Cornwall will explain how their food partnerships benefit the community.

**Friday 14 June**  
**Biodiversity**  
10.30 - 4.30pm  
Pick up a free plant to take home (while stocks last).

Graphic Novels  
Fiction  
Crime

THE GREAT BIG GREEN WEEK

LAND  
101 WAYS TO RECYCLE  
THE ART OF CLOTHING CARE  
CLEARING THE AIR  
DEEP BLUE  
THE MONEY-SAVING GARDENER  
DIY Sustainable Projects  
MAKING COMPOST  
The Garden Organic Guide to Recycling household and garden waste

The library kicked the week off on Saturday with a couple of practical family-friendly workshops making new things out of old materials.





On Monday the focus was very much around recycling and consumption. Falmouth Town Council's Environmental Officers spoke to around 32 people about this before Transition Falmouth took on the mantle to engage with a further 30 people in the afternoon about the wider sustainability message.



On Tuesday we welcomed The [Helford Marine Conservation Group](#), a voluntary organisation working to safeguard the marine life of the estuaries, to increase its biological diversity and raise awareness of its marine interest and importance who spoke to 15 people



Wednesday saw a push on sustainable energy with advisors from CEP encouraging people to consider ways to save energy and turn it green. They booked one home visit and spoke to around 10 people.



As a Fairtrade council, it was great to welcome local representatives who brought goodies to share with the public and this made 30 residents very happy as they munched the food.



Sustainable Food Cornwall was joined by Falmouth Food Co-op to promote local food. They chatted with 25 people about how to think about their purchasing habits and volunteering.



The week finished with a plant giveaway. 42 plants grown by Council staff were left for locals to takeaway and plant. All the selections were wildlife-friendly to encourage a more modern approach to outside spaces.



Wednesday 9<sup>th</sup> October

**DRAFT**

10.30am – 1pm Swanvale Green Corridor

Trescobeas Park/Lamb Lane

Oakfield/Acacia Road

3pm – 5.30pm Beacon

The Terraces

Old Hill

To sign up call 07483 055 811 or email  
[karenhall@falmouthtowncouncil.com](mailto:karenhall@falmouthtowncouncil.com)

