



FALMOUTH TOWN COUNCIL

Agenda Council Meeting

Date	09/12/2024
Time	19:00 -
Location	Council Chamber
Chair	A Rowe CC
Explanation	You are hereby summoned to attend a meeting of Falmouth Town Council to be held in the Council Chamber on Monday 9th December 2024 at 19:00 hours for the purpose of transacting the following business.

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.

Yours sincerely

Town Clerk

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- 1 Apologies**
To receive and approve apologies for absence.
 - 2 Interests & Dispensations**
To receive declarations of interest in respect of items on the agenda. Councillors are reminded to declare any dispensations granted.
 - 3 Community Safety & Fire Report**
To receive the Falmouth Community Safety and Fire Report. (1-12)
 - 4 South West Water Presentation**
To receive update from South West Water on the Falmouth Overflow Improvement Scheme due to be delivered by 2028. The Project Managers will provide a briefing of the activities on the holistic approach to the Falmouth catchment including specifically the Queen Mary Gardens element of this programme.
 - 5 Minutes**
To take as read and confirm as accurate the minutes of the meeting held on 30th September 2024. (13-26)

- 6 Town Mayors Report**
To receive such communications as the Town Mayor may wish to lay before the Council. (27)
- The Mayor will make presentations to Jack Aston (ILM Certification) and Sean Pond (supporting the civic office).
- 7 Deputy Mayors report**
To receive such communications as the Deputy Mayor may wish to lay before the Council. (28-29)
- 8 Public Questions**
None received.
- 9 Police Report**
To receive the Falmouth Community Police Report from Inspector Milburn.
- 10 Fairtrade**
To receive the Falmouth Fairtrade Report. (30)
- 11 Maritime Line Forum**
To receive the Report of Councillor D V Evans regarding the Maritime Line Forum and to note the minutes of the meeting on 24th July 2024 and the branch line usage statistics. (31-36)
- 12 Community Area Panel**
To receive the report of the Falmouth and Penryn Community Link Officer regarding Market Place event on 28th January 2025 and October 2024 briefing note. (37-40)
- 13 Cornwall Councillor Reports**
To receive the reports of the Falmouth Cornwall Councillors.
- 14 Committee Reports**
To receive and consider the Reports from the following Committees: (41-135)
- 14.1 Finance And General Purposes Committee Part I Reports dated 21st October 2024 and 2nd December 2024 (2nd December to follow).
- 14.2 Grounds Facilities & Environmental Action Committee Part I Reports dated 13th November 2024.
- 14.3 Cultural Services & Leisure Committee Part I Reports dated 13th November 2024.
- 14.4 Planning & Licensing Committee Reports dated 30th September 2024, 21st October 2024, 11th November 2024 and 2nd December.

15 Super Council Network Session

To note the Super Councils Network Session notes. (136-140)

16 Town Management Report

To receive the Town Management Report. (141-143)

17 Town Clerks Report Part I

To receive the Town Clerk's Part I Report. (144-151)

18 Exclusion of the Press & Public

In the public interest to consider the exclusion of the press and public for the following items of business as they may involve the consideration of confidential information in respect of staffing and contractual matters.

Falmouth Town Council Briefing Dec 2024



Introduction

A brief overview of Falmouth Community Fire stations work within the community over this last two months and hope this will raise both awareness and assist with subjects for any questions.

Once again Falmouth Community Fire station has provided the town with the best use of its resources, not just responding to incidents with the 24hr whole time shift and On-call team, but also demonstrating its commitment to education and prevention, limiting serious incidents wherever risks by the crews or partners are recognised.

My focus continues to take the time to work with Stakeholders, businesses and other public services in the area. Watches to continue to develop a strong collaborative connection ensuring support to the Town Council Strategic plan.

On call and Whole time continue to look to support the local community through fundraising and proactively with education to all age groups from schools to businesses.

The On call successfully completed Three Peaks Challenge on the weekend of the 28th September and nearby local stations ensured availability to backfill their time away. Raising £2800 the team completed with plenty of time to enjoy a hearty breakfast on the Sunday morning ready for their drive home from Snowdon.

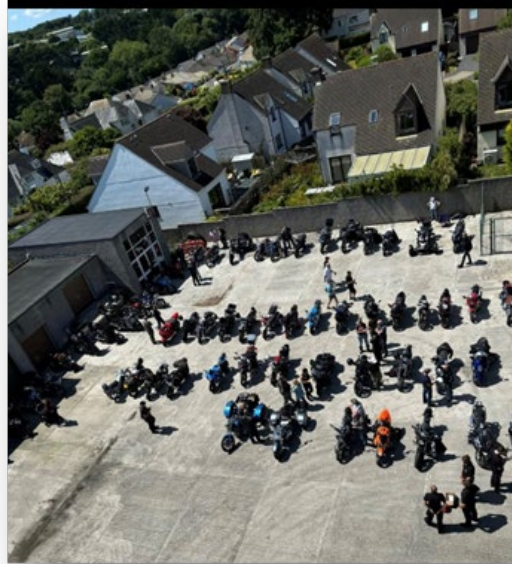


The Firework Display this year raised over £10,000 for local family's clubs and charities, this event has been running for 40+ years and we experience amazing numbers from far and wide. Another perfect evening with support from firefighters families, our own town security team, Coast Medic and the cricket club.



Both a Car and a Bike show took place at the station over the past few months and crews at Falmouth welcomed an amazing array of vehicles into the drill yard and appliance bay with over 70 bikes and around 50 modified and performance cars





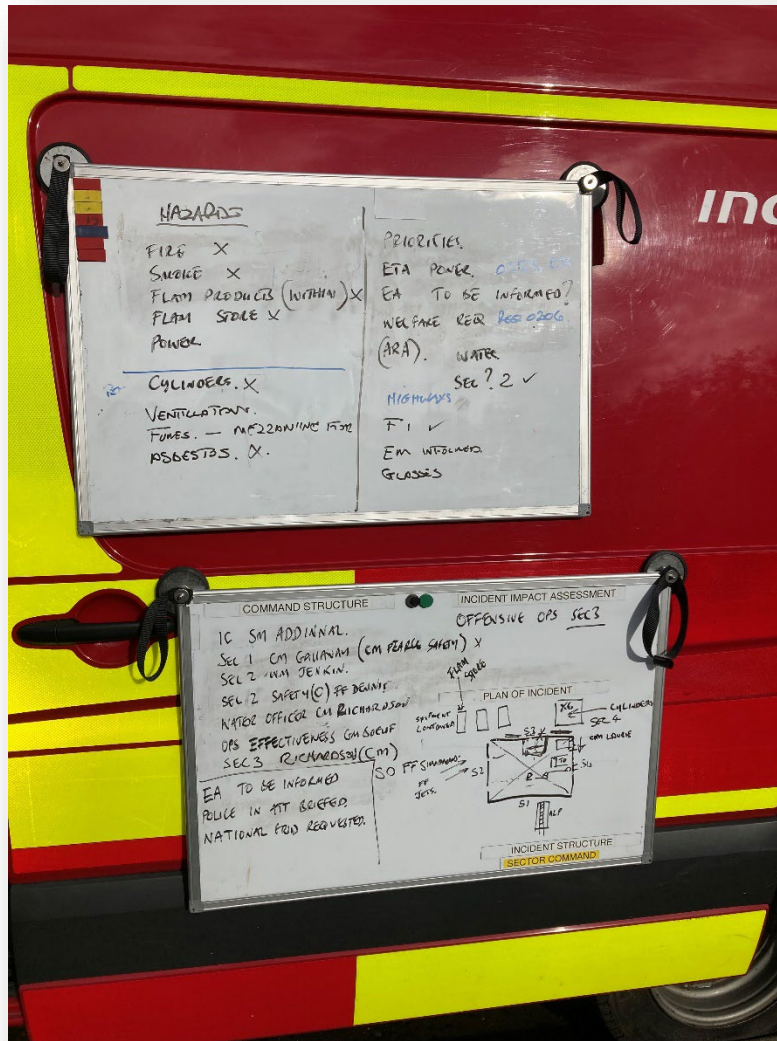
Unfortunately, deaths on our roads are still at high numbers in Cornwall and these events are designed to focus on those who aspire to own a high-performance vehicle and visit to talk to drivers and bikers who in turn become role models delivering our own safety messages to develop a safer attitude with new drivers.

More of these events will be planned next year and we hope to expand our safety message involving Devon and Cornwall Police, Vision Zero teams and other services to develop trust with our young adults.

As I look back over this year at the events and fundraising by the crews at Falmouth which needs to be planned in between business-as-usual shouts etc we have taken our community support to another level. Remembering that most of the support takes place whilst off duty and it's amazing that we have raised close to £26000 for our community and the Firefighters Charity.

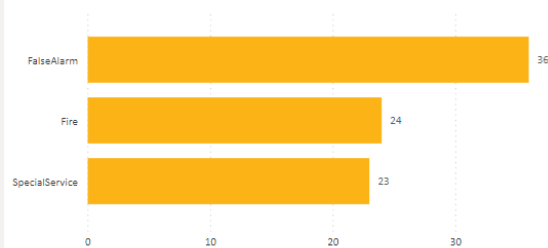


Response

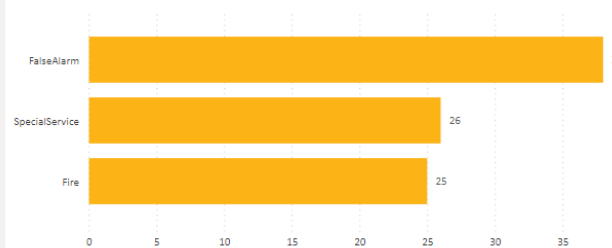


Over this last quarter October/November Falmouth station has attended 83 calls and mobilised 89 times with support from the On-Call as a second pump or as cover at Falmouth station to maintain resilience in our town.

Incidents by Incident Category Type



Mobilisations by Incident Category Type



Greenspot Fire

At the start of October Falmouth was involved in one of Cornwall's longest running and largest incidents. Faced with a burning pile 100m by 40m and the height of a 2-storey building, the Fire at required significant resources including partner agencies of SWW environment agency and emergency planning.

Alongside the crews at Falmouth most stations within the county attended to assist with the removal and extinguishment of garden waste.

Water was taken from the old College reservoir and pumped nearly 3 kilometres across open land and rising 58 meters to include a crossing over the main Mawnan road. The fire was finally extinguished at the end of the month taking a further 2 days just to clean all the equipment!



Prevention



To Prevent is to reduce and educate. All watches in Falmouth are actively looking to develop initiatives within the area to support this.

- **Home fire safety visits** around Falmouth using the new SafeLink's portal linking a number of services together to ensure no member of our community falls through the net
- **Site Specific Risk Information forms** developed (crews gather information on businesses for operational information and educate owners of risk)
- **Café safe/RNLI Throwline initiative** development following incident at Penryn Quay one watch focusing on waterside Cafes and Bars to provide fire safety but also working collaboratively with RNLI to provide specific training to staff on the safe use of throwlines in the event of anyone in difficulty in the water.
- **Student support** watch participation in educating students surrounding Fire safety as Freshers and established 2nd and 3rd year students

- **Living aboard Safety initiative** working with partners to support those living aboard vessels to reduce potential incidents collaborating with Harbour master, Police and Boarder force. Also linking with Esther Richmond (Falmouth & Penryn Community Area Partnership Localism) to provide living well support through the council for those living on board in isolated locations around the estuaries of Falmouth. Also revisiting previous wharfs in the Falmouth and Penryn area's. This successful initiative has generated interest across the county and is now established as a station duty for all watches.
- **Fire boat**
Support for Port Health crews continue to provide support and training now planned for more staff to provide resilience for our partners in the council to enable water sampling to take place throughout the year.
RNLI Towing training exercise with RNLI to provide support during emergency calls.
Night time exercise simulating a marine incident at night on the water crews will be undertaking challenging limited visibility training
- **Collaboration** Both myself and watches continue to be integral in the Clear Hold Build initiative at premises throughout the town. Recent meeting with full CFRS Fire safety team hosted by me to link services together and maintain consistency across county with Licencing/Policing support. more recently the introduction of TITAN meetings has improved our working strategy.

Protection

Although a dedicated Fire safety department is routinely auditing premises watches at Falmouth undertake a vital role in ensuring businesses comply with regulations and keep their customers and staff safe.

Day to day station

Two development Firefighters within the on-call team continue to train to achieve the highest of standards and will all hopefully pass out early next year. The upcoming 'Approved to Ride' next year will have 1 more new Firefighters involved ready to provide resilience to our On call.

Blue Watch Falmouth were presented with their commendation from the chief for their delivery of a baby on the Lidl roundabout earlier this year and Crew Manager Martin Gallaway also received a commendation for his 50/50 car



Safeguarding

Over the past three months Falmouth crews have identified 2 Safeguarding issues which have resulted in support.

Dates for your diary

- **December 15th / 16th** Santa's drive through Grotto
- **January 30th** Full exercise Princess Pavilions

Summary

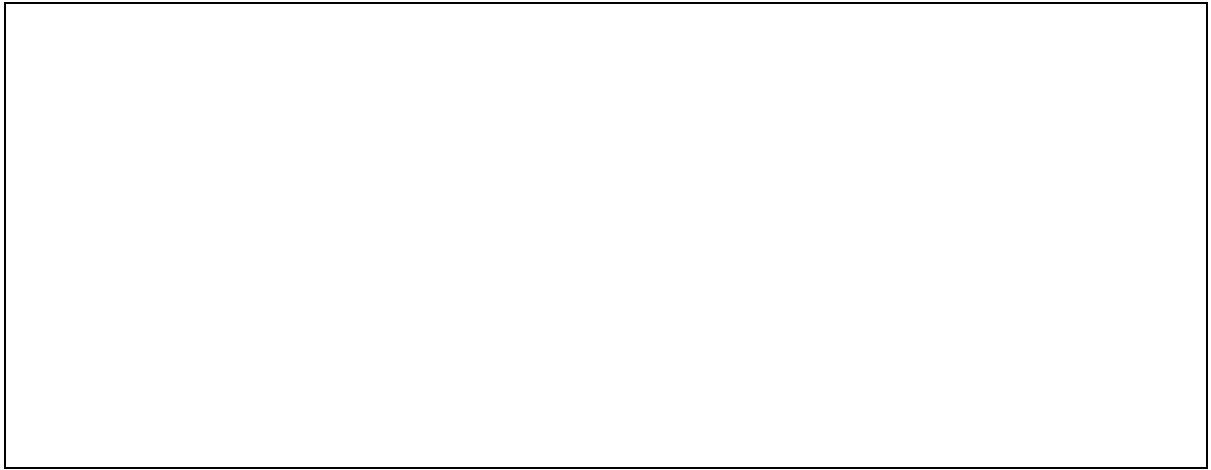
I hope this provides an overview of our work this spring summer and again encourage any visits to meet with the watches and join us at work around the town.

In the meantime, if there are any questions about the role and duties of Falmouth Community Fire station please do not hesitate to contact me.

Email: Martyn.addinall@fire.cornwall.gov.uk

Phone: 07891728999





FALMOUTH TOWN COUNCIL

Minutes of a meeting of the Council held on Monday 30th September 2024 at 7.00pm held in the Council Chamber, Municipal Buildings, The Moor, Falmouth. TR11 3QA

Present: Councillors A L Rowe CC (Town Mayor), L D Coley (Deputy Mayor), D E Clegg, K J Edwards, S D Eva, D V Evans BEM, G F Evans MBE (to point mentioned), A J Jewell CC (from point mentioned), D A Konik, T M Pearce, J C Robinson, B M A Ross, E E Seiler, D W Saunby CC, and J M P Spargo.

In Attendance: A M Williams (Town Clerk)
D C Shankland (Communications Officer)
H Attree (Administrative Assistant)
SM M Addinall (Falmouth Fire Station)
WM R Stapleton (Blue Watch, Falmouth Fire Station)
C Lee (Pendennis Leisure CIO)
P Fitzpatrick (Falmouth Fairtrade)
M Kenworthy-Gomes & Scamp (Cornwall Pride)

C5992 APOLOGIES

None received.

Cornwall Councillor Magowan was unable to attend due to child care as was PC Cummins due to police operational matters.

C5993 INTERESTS AND DISPENSATIONS

None received.

C5994 COMMUNITY SAFETY AND FIRE REPORT

The report of the Falmouth Community Fire Station Manager was received and included an update on the current large local fire situation. He requested that the Council continues to recognise and support the need for 24-hour fulltime cover of the Falmouth Fire Station. The recent community day had raised £4,500 for local charities.

The Blue Watch Manager updated on community activity which focussed on student and housing safety matters, safety awareness for first-year students would be extended to second- and third-years students in private residential accommodation.

Councillor Jewell now entered the meeting.

C5995 MINUTES

It was proposed by Councillor Rowe seconded by Councillor Coley and

RESOLVED that the Part I minutes of the meeting held on 3rd June 2024 be confirmed as a correct record and signed by the Chair.

C5996 TOWN MAYOR'S REPORT

The Town Mayor presented their report that was duly noted.

C5997 DEPUTY MAYOR'S REPORT

The Deputy Mayor presented their report that was duly noted.

C5998 PUBLIC QUESTIONS

None received.

C5999 COMMUNITY POLICE REPORT

None received.

C6000 COMMUNITY AREA PANEL

Councillors Edwards and D V Evans updated on the recent meetings of the Panel. The Action Notes, Voluntary Sector Forum Presentation and Workshop response from the Community Area Panel meeting on 25th June 2024 were duly noted.

C6001 CORNWALL COUNCILLORS REPORTS

Penwerris

Councillor Rowe reported on his induction at Cornwall Council and that he hoped to sit on the Central Planning Committee.

Trescobeas and Budock

Councillor Saunby updated on his personal health issues and the Mayor wished him a speedy recovery on behalf of the Council. Councillor Saunby updated on the Falmouth Fire Station Managers report regarding the fire at Kergilliack which was an ongoing matter overseen by the Environment Agency. There was concern regarding tree height and property risk in Budock he was taking forward. The Acacia Road traffic scheme had been implemented.

Boslowick

Councillor Jewell reported on storm damage tree fall at Faulkner Close. Traffic management around St Mary's School, and updated on Cornwall Council meetings.

Arwenack

No report.

C6002 COMMITTEE REPORTS

The Finance and General Purposes Committee Part I Report dated 3rd June 2024 was presented by Councillor Robinson, Chair of the Committee.

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

RESOLVED that the Part I Report of the Committee dated 3rd June 2024 be approved.

The Finance and General Purposes Committee Part I Report dated 8th July 2024 was presented by Councillor Robinson, Chair of the Committee.

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

RESOLVED that the Part I Report of the Committee dated 8th July 2024 be approved.

The Finance and General Purposes Committee Part I Report dated 9th September 2024 was presented by Councillor Robinson, Chair of the Committee.

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

RESOLVED that the Part I Report of the Committee dated 9th September 2024 be approved.

The Grounds, Facilities and Environmental Action Committee Part 1 Report dated 12th June 2024 was presented by Councillor Clegg, Chair of the Committee.

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

RESOLVED that the Part I Report of the Committee dated 12th June 2024 be approved.

The Grounds, Facilities and Environmental Action Committee Part I Report dated 11th September 2024 was presented by Councillor Clegg, Chair of the Committee.

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

RESOLVED that the Part I Report of the Committee dated 11th September 2024 be approved with the exception of Minute GF&EA141 which would be further considered at Minute C6012.

The Cultural Services and Leisure Committee Part I Report dated 12th June 2024 was presented Councillor Seiler, Vice-Chair of the Committee.

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

RESOLVED that the Part I Report of the Committee dated 12th June 2024 be approved.

The Cultural Services and Leisure Committee Report dated 13th September 2024 was presented Councillor Seiler, Vice-Chair of the Committee.

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

RESOLVED that the Part I Report of the Committee dated 13th September 2024 be approved.

The Planning and Licensing Committee Report dated 10th June 2024 was presented by Councillor Eva, Chair of the Committee.

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

RESOLVED that the Report of the Committee dated 10th June 2024 be approved.

The Planning and Licensing Committee Report dated 1st July 2024 was presented by Councillor Eva, Chair of the Committee.

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

RESOLVED that the Report of the Committee dated 1st July 2024 be approved.

The Planning and Licensing Committee Report dated 22nd July 2024 was presented by Councillor Eva, Chair of the Committee.

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

RESOLVED that the Report of the Committee dated 22nd July 2024 be approved.

The Planning and Licensing Committee Report dated 19th August 2024 was presented by Councillor Eva, Chair of the Committee.

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

RESOLVED that the Report of the Committee dated 19th August 2024 be approved.

The Planning and Licensing Committee Report dated 9th September 2024 was presented by Councillor Eva, Chair of the Committee.

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

RESOLVED that the Report of the Committee dated 9th September 2024 be approved.

C6003 COMMITTEE CONSTITUTION AND APPOINTMENTS

The Mayor welcomed Councillors Konik and Pearce to the Council following the recent Penwerris byelection. Councillor Edwards advised that her circumstances were such that she was unable to attend to her appointed forthcoming committee commitments.

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

RESOLVED that Councillor Pearce sits on the Finance and General Purposes Committee taking the currently vacant seat.

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

RESOLVED that Councillors Konik and Robinson sit on the Grounds, Facilities and Environmental Action Committee taking Councillor Edwards' and the vacant seat.

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

RESOLVED that Councillors Konik and Pearce sit on the Cultural Services and Leisure Committee taking Councillor Edwards' and the vacant seat.

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

RESOLVED that Councillor Konik sits on the Staffing Committee taking the vacant seat and subject to undertaking the required training.

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

RESOLVED that Councillor Konik be appointed as Vice-Chair of the Grounds, Facilities and Environmental Action Committee.

A motion by Councillor D V Evans, seconded by Councillor Spargo, that Councillor D V Evans be appointed as Vice-Chair was lost at the above vote.

It was proposed by Councillor Robinson, seconded by Councillor Coley and

RESOLVED that Councillor G F Evans be appointed as Vice-chair of the Staffing Committee.

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

RESOLVED that the following Councillor Champions be appointed:

- Councillor Konik – Food Justice
- Councillor Robinson – Health & Safety
- Councillor Coley – Schools and Universities

It was proposed by Councillor Robinson, seconded by Councillor Coley and

RESOLVED that Councillor Pearce be appointed as the Falmouth Citizens Advice representative.

C6004 PRIDE PLEDGE AND NATIONAL EDUCATION GUIDANCE

The Chair of Cornwall Pride presented on the Pride Pledge and asked the Council to sign up to it. Scamp updated the Council on Schools Guidance and on trans youth support. The Town Clerk advised that it was not appropriate to adapt the Members Code of Conduct, as that already included a requirement to be inclusive, the Council would be better considering the pledge corporately.

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

- RESOLVED** that
- i. The Council pledges that it will be a safe, welcoming, and friendly place for LGBTQ+ / marginalised members, staff, volunteers & customers;

- ii. The Council will visibly support and promote justice for LGBTQ+/marginalised people; have clear reporting mechanisms for harassment and discrimination; and challenge homophobic, transphobic, bi-phobic, misogynistic, racist and all phobic behaviour; and
- iii. The Council will ensure our elected members, volunteers, and staff are trained to understand the experiences of LGBTQ+ / marginalised people and how to be a proactive ally.

A motion by Councillor D V Evans that the Council does not sign up to the pledge but instead strengthens the Members Code of Conduct was withdrawn on the advice of the Town Clerk.

Further, it was proposed by Councillor Edwards, seconded by Councillor Clegg and

RESOLVED that the Council supports Cornwall Pride's representations to the Secretary of State for Education regarding the proposed transgender education guidance for schools in England.

C6005 NATIONAL ASSOCIATION OF LOCAL COUNCILS – STUDY TOUR

Councillor Edwards updated on her attendance of the Study Tour hosted by Yate Town Council and focused on youth provision and engagement. And best practice themes that could be applicable.

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

RESOLVED that the Council develops a comprehensive youth provision policy from its Strategic Objectives (2023-2027) as well as an overview of existing service. To enable that delivery that £30,000 be included in 2025/26 draft budget consideration to further additional youth provision and engagement for Falmouth.

C6006 CO-OPTION POLICY

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

RESOLVED that the attached Co-option Policy be adopted by the Council.

Councillor G F Evans now left the meeting.

C6007 MARITIME LINE FORUM

The minutes of the Forum meeting held on 10th May 2024 and 3rd July 2024 together with updates and the terms of reference for the Forum be duly noted.

C6008 SAFER CORNWALL

The Safer Cornwall 'Have your say' Engagement Plan for 2024 was duly noted.

C6009 FAIRTRADE FALMOUTH

The Chair of Fairtrade Falmouth presented an update report including 30th anniversary celebrations, events and regional conference, information sharing, and student engagement. She thanked the Council for its continuing support. The report was duly

noted. The Mayor advised that he would review the current ethical procurement approach of the Council regarding refreshments in Municipal Buildings.

C6010 MOTION BY COUNCILLOR SAUNBY – COUNCIL MEETING COMMENCEMENT TIME

Councillor Saunby moved that Minute C5864 be amended to change the 2024/25 Schedule of Meetings so that stand alone meetings of the Council have a 7pm commencement time. The Town Clerk responded to a question and advised that Standing Order 8 applied however prior correspondence from Councillors on the matter could constitute a valid request to suspend Standing Orders and review.

It was proposed by Councillor Saunby, seconded by Councillor Jewell and

RESOLVED that Standing Order 8 be suspended so that a decision could be made in advance of the next Council meeting and that the 2024/25 Council meeting schedule be amended so that stand alone meetings of the Council commence at 7pm.

It was noted this would apply to meetings on 9th December 2024 and 10th March 2025.

C6011 TOWN MANAGEMENT REPORT

The Town Clerk presented the Town Management report which was duly noted and forms part of these minutes.

C6012 TOWN CLERK'S REPORT – PART I

The Town Clerk presented his Part I Report that was duly noted and forms part of these minutes. And:

1. Cornwall Council – Framework for Leisure Activity 2024-20234

The Town Clerk reported upon the Framework consultation, which had not correctly addressed the local need for swimming provision and also set out leisure provision generally in the context of place-based provision in a context of underfunding and ageing facilities.

Chris Lee for Pendennis Leisure CIO spoke to the Framework and the evidence based used to assess the Falmouth need which seemed flawed.

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

RESOLVED that the Council delegates its response to the Town Clerk, in consultation with the Chair of the Cultural Services and Leisure Committee and in line with the representations of Pendennis Leisure CIO.

2. Pendennis Headland Lower Car Park

The Town Clerk reported that a recent decision of the Grounds Facilities and Environmental Action Committee (minute GFEA141) ran contrary to a previous decision of the Finance and General Purposes Committee (minute F6392). It was resolved to resurface the Car Park with a tarmac option using Community Infrastructure Levy funding. The quotation exceeded the CIL pot. The Facilities

Manager had sourced a cheaper and more environmentally sensitive option, within budget, but that had been rejected by the GF&EA Committee. The safety concerns remained, and the Car Park surface needed to be addressed. He recommended that the Facilities Manager recommendation be progressed.

It was proposed by Councillor Robinson, seconded by Councillor Coley and

RESOLVED that the Council suspends Standing Order 8 and approves the Enviropave Surfacing quotation for works at Pendennis Headland Lower Car Park subject to procurement and consent processes.

An amendment by Councillor D V Evans, seconded by Councillor Spargo, that further temporary surfacing works be undertaken whilst other options and the future use of the site be considered was lost. An amendment by Councillor Spargo that the site be closed to vehicles whilst other options were considered was withdrawn.

3. Cornwall Council – Code of Conduct Review

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

RESOLVED that Councillors make individual responses to the Code Review and the Town Clerk be delegated to make a corporate response including the previous concerns of the Council regarding the need for more robust censure and actions and the need to ensure greater protections for staff from poor councillor behaviour.

C6013 EXCLUSION OF THE PRESS AND PUBLIC

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

RESOLVED that in view of the confidential nature of contractual matters and personal information it is advisable in the public interest that the press and public, be excluded from the meeting.

COUNCIL MINUTES – PART II
30th September 2024

C6014 MINUTES- PART II

It was proposed by Councillor Rowe seconded by Councillor Coley and

RESOLVED that the Part II minutes of the meeting held 3rd June 2024 be confirmed as a correct record and signed by the Chair.

C6015 COMMITTEE REPORTS

The Part II Report of the Finance and General Purposes Committee dated 3rd June 2024 was presented by Councillor Robinson, Chair of the Committee.

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

RESOLVED that the Part II Report of the Committee dated 3rd June 2024 be approved.

The Part II Report of the Finance and General Purposes Committee dated 8th July 2024 was presented by Councillor Robinson, Chair of the Committee.

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

RESOLVED that the Part II Report of the Committee dated 8th July 2024 be approved.

The Part II Report of the Finance and General Purposes Committee dated 9th September 2024 was presented by Councillor Robinson, Chair of the Committee.

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

RESOLVED that the Part II Report of the Committee dated 9th September 2024 be approved.

The Part II Report of the Grounds, Facilities and Environmental Action Committee dated 12th June 2024 was presented by Councillor Clegg, Chair of the Committee.

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

RESOLVED that the Part II Report of the Committee dated 12th June 2024 be approved.

The Part II Report of the Grounds, Facilities and Environmental Action Committee dated 11th September 2024 was presented by Councillor Clegg, Chair of the Committee.

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

RESOLVED that the Part II Report of the Committee dated 11th September 2024 be approved.

The Report of the Staffing Committee dated 17th June 2024 was presented by Councillor Coley, Chair of the Committee.

It was proposed by Councillor Coley, seconded by Councillor Robinson and

RESOLVED that the Part II Report of the Committee dated 17th June 2024 be approved.

The Part II Report of the Cultural Services and Leisure Committee dated 12th June 2024 was presented by Councillor Seiler, Chair of the Committee.

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

RESOLVED that the Part II Report of the Committee dated 12th June 2024 be approved.

The Part II Report of the Cultural Services and Leisure Committee dated 11th September 2024 was presented by Councillor Seiler, Chair of the Committee.

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

RESOLVED that the Part II Report of the Committee dated 11th September 2024 be approved.

There being no further business to transact the Town Mayor declared the meeting closed at 9.10 pm.

Signed..... Date.....



Town Management Report to Falmouth Town Council 03/09/24

Safe & Secure ASB

This very much continues with increased usage on the DISC platform as well as CCTV, Street Rangers and working closely with the various organisations. As we all know the many challenges Falmouth has, as well as many other towns with street drinkers and shoplifting amongst other things, it is imperative that there is a collective ongoing effort to keep tackling these issues linking with the police, Cornwall Council and the various other organisations.

Feet on the Street: it is great to see a relaunched 'Feet on the Street' initiative, previously the 'Street Pastors'. I know the Mayor and Cllr Eva attended the launch. Along with Infinitus we are liaising with them for advice and guidance but also for radio comms and CCTV support. This is very much a holistic approach linking everything up.

Market Strand Flooding

As you are no doubt aware there was very heavy rainfall in a very short space of time. This was essentially the sheer volume of surface water washing down over the terraces. The Street Rangers have visited affected properties as well as Dave Owens who liaises with SWW although this was predominantly related to Cormac as it was surface drainage.

Harbour User Group

I am now part of this that meets a few times a year and as it develops, I will feed in accordingly.

Bollard movement

The bollard was planned to be moved in October taking up to three weeks however this was very short notice for businesses/residents etc and also included half-term. It has now been provisionally moved to: 24th February-14th March.

Coastguard visit

We are linking up further with the Coastguard, partly as we are now their landlord but also, so we have an enhanced understanding of their operations and the excellent work they undertake.

Markets

I am pleased to say this is working well, this is thanks to Adele. It is still early days but the market traders are pleased with developments and continued works over the winter will help for 2025.

Acorn Blue ex M&S development

I am in frequent contact with the site manager and team working on the site to minimise the impact where possible. As you may have noticed especially if you have looked from the pier the works that have already been undertaken internally.



FALMOUTH TOWN COUNCIL

30th SEPTEMBER 2024

TOWN CLERK'S REPORT – PART I

1. CORNWALL COUNCIL – FRAMEWORK FOR LEISURE ACTIVITY 2024-2034

Cornwall Council has published its draft 10-year framework for leisure activity. It is challenged by underfunding of leisure nationally and with ageing facilities. The Framework takes a place-based approach to facility assessment and looks to provide a set of principles to support the development of accessible leisure facilities to enable full participation in physical activity for Cornwall residents. The consultation along with a series of accompanying appendices can be viewed at [Leisure Framework Consultation 2024 | Let's Talk Cornwall](#) and runs until 23rd October 2024. Cornwall Council recently presented the consultation to the Cornwall Council Association of Local Councils Larger Councils Group.

The previous iteration of the Leisure Strategy had been diluted regarding swimming catchment criterion and that permitted the closure of the former Ships and Castles Leisure Centre. Cornwall Council had committed to address this, and that would assist the Town Council's aspiration to seek external funding for the development of local swimming facilities. However, this latest consultation does not provide for that and is anomalous in stating that it would require no more than 20-minute drives to access indoor swimming provision.

Pendennis Leisure will also comment upon the strategy and I will update the Council on their response to supplement the Council's comments.

The encouragement and support of additional sports pitches and green recreational space is to be supported. Cornwall Council should look to include provision that Town and Parish Councils be better engaged with as key stakeholders, or providers, in that new provision, particularly where that provision is created from planning developer contribution and requirements.

2. PENDENNIS HEADLAND (LOWER) CAR PARK

Given your Officers reported concerns over the condition of the lower car park at Pendennis Headland the Council resolved to proceed to resurface the site using the Community Infrastructure Fund (Minute F6392).

The quotation for tarmac surfacing exceeded the fund and the Council's Facilities Manager obtained a quotation for an alternative and environmentally more sensitive surfacing material which was within the spending parameter set. However, the Grounds, Facilities and Environmental Action Committee have rejected that quotation.

The need for the surfacing works remains, and so the Council will now need to consider using General Fund Reserves to progress tarmac works; or suspend its Standing Orders and revisit the decision of the GF&EA Committee to instruct the alternative quoted works; or instruct its Facilities Manager to source further quotations for alternative surfacing materials/methods, assuming they can be sourced.

Recommendation: that the Council suspends its Standing Orders and approves the Enviropave Surfacing Quotation for works at Pendennis Headland Lower Car Park.

3. CORNWALL COUNCIL - CODE OF CONDUCT REVIEW

Cornwall Council is reviewing its Code of Conduct. The **Cornwall Council Code of Conduct** is also used by Falmouth Town Council, and Town and Parish Councils throughout Cornwall, ensuring there is a uniform standard of conduct for all local councils and councillors.

As part of the review, town and parish councils are invited to submit their comments on the Code of Conduct for consideration by the Standards Committee. Comments to **simon.mansell@cornwall.gov.uk** by 10 October 2024.

Mark Williams
Town Clerk
September 2024

Mayor's Report – 9th December 2024

This has been a busy few months with lots of events and invitations from local groups and organisations. The main event has been centred around the remembrance of the fallen and culminated in the switch on the Xmas lights.

I along with a limited number of other Cllrs attended the Battle of Britain Service at KCMC and was proud to represent Falmouth and to acknowledge the strong ties between the Town and our Service personnel both past and present. We have a lot of ex-service personnel in our Town and it is good to acknowledge their sacrifice.

On a lighter note I was invited to Marlborough School to take part in their 'Love where you live' day where we all said why we love Falmouth and what it means to us and it's great to see how much the younger people love Falmouth and how much they value where we all live. On a later date the Marlborough Parliament came to the Council Chamber and held their own meeting and then had a session of trying on the Mayoral robes and Chain before having biscuits and juice.

I was also invited to the RNAs Trafalgar Night celebrations which was a good night and as always it was good food and company and a chance to meet with people in a less formal setting and to renew the Town's ties with the RNA.

Along with Richard G and Richard W we went to Falmouth School to meet with the new Head Teacher who is keen to re-establish ties with the local community and they acknowledge that this has slipped over the recent past and it was good to have Falmouth School pupils present at the Remembrance Service where they laid a wreath.

I later attend the RNAs AGM with Cllr Eva and they are keen to become more involved in civic events and the local community and we spoke about them setting up a volunteer group and helping with the 6th Falmouth Sea Scouts.

I was grateful to meet the new Police Inspector who outlined the new policing strategy for Falmouth and we are already seeing the positive impacts of the more visible approach.

At the end of November we marked World Aids Day with a flag raise on the Municipal Building and people gathered to watch and remember those who have died and those who are still affected by the virus.

The most important event was Remembrance Sunday which was very well attended by a variety of community groups and members of the public with several 100s present to honour and acknowledge those who have served and sacrificed in support of freedom.

Councillor Alan Rowe
Town Mayor

Deputy Mayor Report (Full Council Meeting 9th December 2024)

Since my last report at the end of September it has been a very busy time in Falmouth! In October, I had the pleasure of starting the Doggy Fun Run from Pendennis castle. This event raises vital funds to help care for over 13,000 stray and abandoned dogs per year. It was unfortunately a very wet occasion.

I attended in October the Mayors Civic Service and parade at King Charles church, this long-standing tradition is an opportunity to bring together civic heads along with members from all sectors of our vibrant community to thank all those who work to support the town. I also attended Remembrance Sunday welcoming civic guests to the town before and after the service and parade.

It was an honour to have lunch with Brigadier Graeme 'Jock' Fraser MBE ADC RM in the Mayor's Parlour who after thirty-one years' service is in the process of retiring. The Brigadier has supported Falmouth at civic events, notably the successful Armed Forces Day in 2023. Councillor Eva, Lieutenant Commander Trevor Brookes (RNO Falmouth), Mark and Tom French also attended the lunch to thank Brigadier Fraser.

In November the Mayor and I hosted Marlborough school visit in the Council Chamber. If you haven't seen the photos, have a look they really show how much the children enjoyed the visit, it was a good occasion to promote FTC. The children had the opportunity to wear the mayor's robes and chain, plus practiced protecting the mayor through carrying the maces. A question-and-answer session then followed where questions ranged from why we have flags on the moor to how you might become a mayor. The most important business of the morning for the children followed where the newly elected Chair, deputy and secretary took their places to hold a school meeting discussing how everyone could enjoy break times at school. It seems the footballers were perhaps not sharing the space as equally as they might!

Cornwall College group graduation ceremony took place at Truro Cathedral, celebrating the students' academic achievements, I was fortunate to share their achievements though attending with Jayne Kirkham M.P.

The High Sheriffs Legal Service at Truro Cathedral was well attended by mayors in the county and the armed and emergency services.

Above the Bay launched its newly refurbished restaurant in November, it was good to support a revamped business that is situated on the outskirts of the town.

Christmas is certainly on its way in Falmouth! The Christmas lights switch on and parade seems to signal the start of this festive period. My granddaughter accompanied me as my consort during the parade and it was lovely to see so many children singing on the moor.

Next week (Week Beg 2nd December) I will be attending Source FM Schools local schools' concert at Princess Pavilions, I am sure the lit Christmas trees and bandstand will make this event magical for the children. In addition, King Charles school will be visiting the mayor's parlour to hold their school council meeting, in the evening I will be representing Falmouth at Truro Cathedral's carol service in support of St Petroc.

Fairtrade Falmouth

Quarterly Report to Falmouth Town Council Meeting 9th December 2024

It has been a busy year for our small steering group. With the help of our volunteers, we have managed to organise 9 FT events in total throughout 2024. Apart from the final 2 events, all these events have been shared with Town Council members through our FT Quarterly Reports. For the final two events for this year; Green Libraries Week Thursday October 10th, 9am – 11. 30 and Fun Palace 9th November 10am-4pm. See reports below.

Green Libraries Week was really well organised with a different theme each day. The theme for Thursday was food. We shared information about where to buy sustainable Fairtrade food, and offered free tastings of home made biscuits made with FT ingredients to encourage people to look out for FT ingredients when baking. 2 excellent children's books on Fairtrade food were added to our FT information table.

The library staff were very helpful. Attendance was low mainly due to the weather. Fortunately, we had the pleasure of welcoming visitors from a large cruise ship docked in Falmouth. Some had never heard of Fairtrade and were very interested to find out more and left intending to share what they had learnt when they returned home to America and Canada.

Fun Palace Event Organised by the Art Gallery, this was an excellent event. The theme was: Creativity- Science - Community. Gallery staff were extremely helpful and thoughtful. Our FT information stand was in the municipal chambers along with a FT Craft table for the children. We also served free FT refreshments and home made FT biscuits. Approximately 50 people attended our stands – we had lots of interesting conversations about FT. It was also a great opportunity to network with other groups. Attendees were a broad range of ages from young families to young adults and seniors, some of which were visitors to Falmouth. It was one of the best events Fairtrade Falmouth has been in involved in.

20th Anniversary of Falmouth as a Fairtrade Town - Would Falmouth Town Council like to celebrate/mark this very special anniversary in some way? We would appreciate some guidance on this. We see this as an opportunity for Falmouth Town Council to take a lead on celebrating this very important anniversary. We emailed three town council members early October to ask about the possibility of a meeting to discuss this further but have not received a response. See below, some ideas we would like to put forward;

A visible sign announcing Falmouth has been a Fairtrade Town since 2005. Over the many years our steering group has been promoting Fairtrade, many people have said to us “I didn't know Falmouth was a Fairtrade Town”. Those words were repeated by a local couple at the Fun Palace event recently. There is an opportunity here to put this right. Many Fairtrade Towns across the country have erected signs welcoming visitors to their Fairtrade town. Why can't Falmouth do the same? Adding the words, “ We are a Fairtrade Town” to the existing welcome signs to the town would be a very appropriate way to mark 20 years of Fairtrade in our town.

A Fairtrade Flag announcing Falmouth has been a Fairtrade Town since 2005, at the entrance to Gyllyngvase beach is another opportunity to share this very good news.

A Fairtrade Flower bed. What about asking the talented people who tend to our parks and gardens to create a Fairtrade Flower bed to celebrate 20 years of Fairtrade?

Fairtrade Logo on Town Council vans. Some years ago, we suggested adding the Fairtrade logo to Town Council vans and it was agreed that the Fairtrade logo would be added to any new vans added to the fleet – did that happen?

Celebration Event. One last idea. Should the town mark this 20th Anniversary with a celebration inviting representatives from local stores, businesses, the university, Fairtrade town councillors and those involved in gaining Fairtrade Town status in 2005? Becoming a Fairtrade town and maintaining that status is dependent on a great deal of support from many people. Is this an opportunity to say “THANK YOU”?

**Minutes of the Maritime Line Stakeholder Forum
held on Wednesday 3 July 2024, Penryn Town Hall**

Present

Cllr Dean Evans	(DE)	Falmouth Town Council
Cllr Bert Biscoe	(BB)	Truro City Council
Cllr Loic Rich	(LR)	Truro City Council
Cllr Mael Garrec	(MG)	Penryn Town Council
Helen Perry	(HP)	Penryn Town Council
Hannah Harris	(HH)	Cornwall Council
Nick Ratcliffe	(NR)	Sustrans
Sharon Holloway	(SH)	GWR
Cathy Lester	(CL)	GWR
Richard Selwood	(RS)	Network Rail
Steve Lloyd	(SL)	Friends of Penmere Station
Richard Burningham	(RB)	Devon & Cornwall Rail Partnership
Mike Parker-Bray	(MPB)	Devon & Cornwall Rail Partnership

1. Welcome, introductions and apologies (RB)

RB thanked Penryn Town Council for hosting the meeting. Apologies from Esther Richmond, Bogdan Lupu, David Whiteway, Richard Gates, Mark Williams, Cllr Tamsyn Widdon, Stuart Douglas, Giovanni Currado, Oliver Milliner, John Ball.

2. Draft terms of reference for the forum (RB)

DE suggested three meetings a year of the Maritime Line Forum, and an annual joint meeting with the Atlantic Coast Line Forum in light of the Mid Cornwall Metro project. RB in agreement.

3. Notes of previous meeting (RB)

HH noted she had completed her action to get back to Stuart Douglas about footpath.

4. News and updates from GWR (SH)

Biggest recent change is Service Quality Excellence agreement with Department for Transport. This is about meeting standards for presentable stations – every station regularly audited. Team members Phil and Tony look after stations and station environments along the line. No significant works – minor investments include repainting and nicer benches.

Discussion on providing secure cycle parking at Truro station (LR). SH: capacity of standard cycle parking has been increased – this is covered by CCTV. No current plans to expand further.

Action: SH to look at signage to highlight that cycle parking is covered by CCTV. Will also pass on comments requesting dedicated secure cycle parking.

MG: Penryn wayfinding not clear. **Action: SH invited MG to contact to discuss.**

Richard Gates (emailed question): Were Sea Shanty Festival trains replaced by buses? SH: Additional standby buses were used to supplement the train service (not replacement).

5. Branch line activity update – news from the Rail Partnership (RB)

Given strikes and resignalling works, journey figures are looking healthy – aim to keep growing. New digital version of Devon & Cornwall Railcard developed to enhance customer choice. Sales up by a third in first year. Target of a further third increase this year.

Will run a Maritime Line passenger survey in late September. Main line promotion ran in June 2024 using social media, local press ads and door-to-door leaflets to raise awareness of two trains an hour. Will repeat at end of summer. NR & BB suggested potential of local radio in future campaigns.

Community Rail Development Fund – funding may be available for projects linked to the railway in some way.: please contact RB. BB: Stithians showground is attracting more and more people for a variety of events through the year.. **Action: RB to contact the Showground re a possible bus link between Maritime Line and showground.**

6. News and updates from other partners

Network Rail update (RS) - Mid Cornwall Metro designs are well underway. Location of accessible footbridge at Par being looked at. Resignalling done on time. New accessible footbridge going in at Lostwithiel.

BB: Discussion of Mid Cornwall Metro anticipated most popular journeys and need/viability/site of a second station in Truro. Recent site meeting looked at two potential sites. Network Rail to produce an initial report. **Action: RS to ask Bogdan Lupu about report.**

RS: Ponsandane sidings – will create three nine-car sidings at Penzance by autumn 2024. Will allow more nine-car trains (rather than five-car), meaning more seats.

Friends of Penmere Station update (SL) - Last year held celebration of 30th anniversary of the Friends group's formation. Well attended. 2025 will see 100th anniversary of the opening of the station. Planning another event. Will use local press to request people's memories.

Truro City Council update (LR) - Interest from motorcyclists in having motorcycle parking at Truro station – what's the situation? SH: No designated spaces, motorcycles can be parked in standard car parking spaces.

Sustrans update (NR) - Would three-coach train be viable on Maritime Line? SH: Passing loop can't support it, plus pressures on rolling stock and complexity of splitting two-coach Class 150 trains. Longer term, GWR's Project Churchward is looking at replacing older rolling stock. This includes the trains used on the Maritime Line and other Cornish branchlines (the Class 150s)

Penryn Town Council update (MG) - Looking at local transport strategy for Truro-Penryn. Maritime Line as main asset. **Action: MG to send RB a list of Penryn events to potentially promote.**

Falmouth Town Council update (DE) - Has received concerns about reliability, especially first train of day (staffing). Also new configuration of on-train cycle spaces on some Class 150s has not proved popular, especially with e-bike owners. **Action: DE to pass on concerns to RB – RB will forward on.**

Cornwall Council update (HH) - Penryn active travel improvements are at design stage as part of Mid Cornwall Metro. Also, designs for Active Streets project are being reviewed (Penryn and Falmouth). Bickland Water Road to receive shared use improvements thanks to developer contribution.

7. Any other business

SL: Like to put on record appreciation for the work of Phil Mankey (GWR).

BB: Are any old signal boxes being preserved? RS: Lots of kit goes to heritage railways and many of these operate traditional signalling from signalboxes. Three Cornish signalboxes are Listed – Par, Lostwithiel and Liskeard.

8. Date of next meeting

RB: Now confirmed as Tuesday 26 November. 11am at Falmouth Council Chamber.

Maritime Line Survey 2024 Summary of results

The Maritime Line Survey was launched on Friday 4 October and ran for three weeks, finishing on Friday 25th.

How it was promoted

It was run on Survey Monkey and promoted by way of a boosted post (paid advert) on Facebook which reached 16,361 people over the 6 day boost with 854 clicking through to the survey. We followed this up with a second boosted post on 21 October which reached 8,350 people over the 4 days of the boost with 454 clicking through to the survey.

Screenshots of both posts are attached. They cost a total of £145.

There were posts on Tiktok, Instagram and Twitter too. Here is the Tiktok post https://www.tiktok.com/@great.scenic.railways/photo/7424137096639565088?is_from_webapp=1&sender_device=pc&web_id=7324747904437110304

In addition, a media release was sent out on Monday 14 October. This was picked up by the Falmouth Packet and appeared on their website (and possibly in the printed paper too) <https://www.falmouthpacket.co.uk/news/24653914.peoples-views-sought-maritime-line-truro-falmouth/>

A big thanks to those of you who publicised the survey via your networks.

The survey was completely anonymous. No information that could be used to identify a respondent was sought.

The results

I'm delighted to say that we had a total of 1,957 responses. Interestingly, 244 of them didn't get beyond the first question.

This left 1,621 users and 94 non-users. Still really good figures.

I've attached two sets of Powerpoint slides. The first set covers all respondents, the second set covers only frequent users – those who use the line at least once a week. There were 368 of them, 23% of the overall total respondents. For the purposes of this paper, I've rounded all the results to nearest one per cent.

All of the questions were multiple choice except for one – Q9 What improvements would you like to see to the line, its service and station. People were given the opportunity to put down three improvements.

1150 people entered at least one improvement, 67% of the total respondents.

I selected 300 of the answers to "Improvement 1" (ie top priority) picking 2 batches of 50 responses and two further ones of 100. This allowed a good spread of survey completion dates.

The summary sheet attached shows those improvements called for by those 300 as their “Improvement 1”

Topping the list is reliability of the train service and fewer cancellations mentioned by 12% of the sample, this was followed by a new station at Ponsanooth 10%, more shelter at stations (7%), later trains (and especially a later last train) 6%, “All trains to call at Perranwell” 6% tied with “More trains” also at 6%. This was followed by “Easier accessibility at stations” 5% and specifically “Make Falmouth Town station accessible”, again 5%.

GWR, Network Rail and Cornwall Council will receive a spreadsheet containing all the responses to this question.

Summary of the rest of the survey

All respondents

The most responses came from people who start their journey at Penmere – 23%. Then it was Truro (21%), Penryn (19%), Perranwell (16% - very high response rate, Perranwell accounts for 4% of the line’s passengers), Falmouth Town (12%) and Falmouth Docks (4%).

Unsurprisingly 62% walk to the station. 15% drive and park at or close to the station and 9% get a lift to the station. 4% cycle with most taking their bike on the train

43% of respondents usually travel to Truro with Falmouth Town next at 27%, followed by Falmouth Docks 7% and London Paddington 6%. 78% then walk from the station.

Current users generally gave the service good ratings. Highlights:

Overall satisfaction – 66% good/very good, 27% average, 7% poor/very poor

Frequency of trains – 64% good/very good, 28% average, 8% poor/very poor

Availability of seats – 79% good/very good, 16% average, 5% poor/very poor

Journey time - 81% good/very good, 16% average, 2% poor/very poor

The worst scores were as follows:

Station facilities – 23% good/very good, 41% average, 36% poor/very poor

Shelter & seating on the station – 43% good/very good, 35% average, 22% poor/very poor

Presence of staff - 29% good/very good, 33% average, 39% poor/very poor

Others to highlight

Value for money – 50% good/very good, 34% average, 15% poor/very poor

Reliability of the service – 61% good/very good, 28% average, 12% poor/very poor

The most frequent users

Picking out the most frequent users, those who use the line at least once a week, the mix is a bit different in places

The most responses still came from people who start their journey at Penmere – 27%. Then it was Penryn (20%), Truro and Perranwell (15% each), Falmouth Town (14%) and Falmouth Docks (6%).

Again, unsurprisingly, 71% walk to the station. Only 6% drive and park at or close to the station but 10% get a lift to the station. Cycle use is higher for the most frequent users - 7% in all with again, most taking their bike on the train (6%) with just 1% leaving it at the station.

49% of respondents usually travel to Truro with Falmouth Town next at 20%, followed by Penryn 8% and Falmouth Docks 7%. 78% then walk from the station to their final destination.

Frequent users too generally gave the service good ratings. Highlights:

Overall satisfaction – 66% good/very good, 24% average, 10% poor/very poor

Frequency of trains – 64% good/very good, 27% average, 9% poor/very poor

Availability of seats – 76% good/very good, 17% average, 7% poor/very poor

Journey time - 82% good/very good, 15% average, 2% poor/very poor

The worst scores were as follows:

Station facilities – 23% good/very good, 35% average, 42% poor/very poor

Shelter & seating on the station – 43% good/very good, 32% average, 25% poor/very poor

Presence of staff - 32% good/very good, 30% average, 38% poor/very poor

Others to highlight, with Very poor/poor ratings significantly higher than the “All respondents” figure

Value for money – 46% good/very good, 31% average, 23% poor/very poor

Reliability of the service – 54% good/very good, 27% average, 19% poor/very poor

Estimates of Station Usage. Office of Road and Rail

Apr 22 - Mar 23	Maritime Line		%
	Perranwell	31926	4
	Penryn	257574	31
	Penmere	178116	21
	Falmouth Tn	243512	29
	Falmouth Docks	123394	15
	Total	834522	

For info, Truro was 1,100,592

Briefing note

Operational Estate Transformation Update on Falmouth

October 2024

Please find below an update on the progress of the Falmouth Service Hub refurbishment at Tregenver Road, and the wider Estate Transformation project for the town.

We have continued our consultation with services around the proposed plans to use the Tregenver Road site as the new Service Hub. The final design has now been approved and the hub will cater for multiple services including Adult Day Care, Adult Education, Registrars, our Children and Family services and the Safe and Well service. A new community space will also be available in the hall which can be used for wedding ceremonies and other events.

Planning Consent and Listed Building Consent has now been granted, as shown within the relevant [decision notice](#). We have also now awarded the build contract, and upon receipt of the Contractor's Programme, we will be able to confirm if there are any changes to the below scheduled dates.

Refurbishment work on the main Tregenver building will commence mid-November 2024, with an expected completion date of the end of October 2025. Works on Building 5 are estimated to begin in Summer 2025, with a completion date yet to be confirmed. Works on Building 8 will commence at the beginning of November 2025 to provide the Safe and Well service accommodation, with an expected completion date of late January 2026.

On a temporary basis, Adult Education will move out of the main Tregenver building whilst works are undertaken. The service will consolidate their operations into Buildings 5 and 8 during this period, and will also be using the Atherton Suite in the Town Council Building on The Moor three days a week.

As part of the Service Hub refurbishment at the Tregenver site, outdated gas-fired boilers will be replaced with efficient Air Source Heat Pumps (ASHPs). This change is crucial for decarbonising heat, which is essential to meeting both the Council's, and the UK's goals to achieve Carbon Net Zero. A comprehensive 'whole building' approach will be adopted to enhance energy efficiency and carbon savings, including the installation of new LED lighting and improvements to insulation and glazing. This initiative is supported by funding from the

Government's Public Sector Decarbonisation Scheme (PSDS) and contributes to the Council's ambitions to achieve carbon neutrality across its operational estate by 2030.

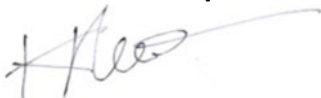
Once the Tregenver Service Hub completes and the services relocate, The Park Family Hub will become surplus to operational requirements and will be sold. Positive pre-application advice has already come back from the Planning Team for this building and marketing has now commenced. The early marketing of the property is to provide time for an interested party to make a 'subject to planning' offer and obtain planning consent during the period before the service vacate, therefore minimising the vacant holding costs for the Council.

The Lighthouse Family Hub on The Beacon will remain as part of the long-term service solution for Falmouth due to the catchment areas it serves.

Please do not hesitate to contact me if you have any questions around the proposed plans.

Prepared by:

Kevin Reader | Head of Property & Landlord Services

A handwritten signature in black ink, appearing to read 'Kevin Reader', with a long horizontal flourish extending to the right.

Assets, Capital and Commercial

Cornwall Council

2 December 2024

Subject: Join Us at the Falmouth & Penryn Community Area Partnership (CAP) Marketplace Event!

Dear Clerks

We are excited to invite you to the **Falmouth & Penryn CAP Marketplace Event** on **Tuesday, 28th January at 6:30 – 8.30pm**. This event will take place in the **Atherton Suite, Falmouth Town Council, The Moor, Falmouth, TR11 3QA**.

The focus of this year's event will be **Community Health and Wellbeing**, a priority issue for our partnership. You'll find a range of stalls offering **valuable advice, guidance, and information** on local services, activities, and support available in our area. Local community groups will also showcase their efforts to improve health and wellbeing.

Who's Invited?

- CAP members
- Town and parish councils
- The general public
- Local organisations.

This event is a great opportunity to explore resources, engage with stallholders, and share ideas on how we can all work together to make our communities healthier and happier.

Please forward this invitation to any local groups who might be interested and help us spread the word through your networks!

We look forward to seeing you there!

In order to plan the detail of the event, could you please complete the information below and email it to esther.richmond@cornwall.gov.uk

Booking Form – Falmouth & Penryn Community Area Partnership Event – 28th January 2025

Contact Name:	
Email:	
Tel:	
Organisation name:	
Brief Summary of your organisations aims (to circulate prior to the meeting)	
Would you like to attend as an attendee or to have a stand*? (if you would like a stand, please give further details below):	
Please describe your stand – for example will there be promotional materials (leaflets/flyers), freebies to give away, interactive activities & engagement e.g. blood pressure checks etc	

Are you seeking feedback on a particular topic? (please provide more info):	
Do you require a table?:	
Do you require chairs and if so how many?	
Any other equipment you will bring?	
Do you have any special requirements (mobility, access etc)?	

** Stallholders are welcome to arrive from **5:15 pm** for set-up.*

I would be grateful if you could complete the above if you would like to respond to this request by **Tuesday 31st December 2024**

If you have any queries, please don't hesitate to get in touch.

Best wishes

Esther Richmond

(she/her)

Falmouth & Penryn Community Area Partnership

Llocalism, Cornwall Council, New County Hall, Treyew Road, Truro, TR1 3AY

FALMOUTH TOWN COUNCIL

Minutes of a meeting of the Finance and General Purposes Committee held in the Atherton Suite, The Old Post Office, The Moor, Falmouth on Monday 21st October 2024 at 7.00 pm.

Present: J C Robinson (Chair), L D Coley, S D Eva,
D V Evans BEM, A J Jewell CC, T Pearce and A Rowe

Councillor D W Saunby CC also attended

In Attendance A M Williams (Town Clerk)
R N Thomas (Responsible Finance Officer)

F6963 APOLOGIES

An apology was received and approved for Councillor D E Clegg (Vice Chair) Holiday

F6964 INTERESTS AND DISPENSATIONS

None declared.

F6965 MINUTES

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

RESOLVED that the Part I Minutes of the meeting held on 9th September 2024 be confirmed as a correct record of the proceedings and signed by the Chair.

F6966 GRANT APPLICATIONS

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

RESOLVED that pursuant to section 19 of the Miscellaneous Provisions Act 1976, the Falmouth Cricket Club Junior Section be awarded a grant of £300 towards the provision of club sports kit and that the Responsible Financial Officer canvas Councillors to see if they would like to make a contribution from their individual Community Chest Funds.

The current grant approval schedule and underspend for 2024/25 was noted.

The Community Chest Fund schedule was duly noted,

F6967 PROJECTS

The Committee noted the following project updates which were duly noted:

Resource

Project returns had been made to Cornwall Council which included:

- Works currently progressing to programme & budget
- Foundation in place with slab works now progressing
- Internal works to lodge underway
- Arts Council Funding application for technical fit out equipment currently in progress
- Project completion date 31st March – no indication of any extension from central govt.

Website

The switchover from the old sites to the new sites went well, there were already several people using the 'Report It' and 'Contact Us' functions across all three sites to let us know about various issues or ask questions (non website related issues). Since go live 2.4K people have viewed the Princess Pavilion homepage, 1,900 people have viewed Falmouth

Art Gallery website and 1,100K have viewed the Falmouth Town Council's homepage. We expect these numbers to increase over the coming months.

Princess Pavilion

Solar - installation starting w/c/4th November – will be finished by 28th November 2024
Heating Solution – only 1 response to our recent tender exercise – they have been commissioned and in the process of engaging with site.

Insulation – roof is already insulated, and quotes are being sought for replacement garden room doors.

Sound – Awaiting details/quotes.

Lighting - waiting for the last formal quotation for the specified control desk.

Theatre Curtains – no decision as yet.

Chairs – under consideration.

F6968 FORECAST YEAR END POSITION AND DRAFT BUDGET PROGRESS

The Responsible Financial Officer presented the forecast year end position for 2024/25 which was duly noted. The Chair requested that Councillors put any questions in writing which will then be answered and distributed to members.

F6969 INTERNAL AUDIT PROPOSAL

The Internal Audit proposal for the current year has been received. The Committee considered the appointment of, and the requirements for impartiality of the auditor.

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

RESOLVED that the Hudson Accounting be appointed as Internal Auditor for the current year.

F6970 EXPENDITURE AND PETTY CASH

It was proposed by Councillor Robinson, seconded by Councillor Eva and

RESOLVED that that the expenditure and petty cash schedules for September 2024 be approved. (attached)

F6971 EXCLUSION OF THE PRESS AND PUBLIC

It was proposed by Councillor Robinson, seconded by Councillor Coley and

RESOLVED that in view of the confidential nature of contractual matters and personal information, it is advisable, in the public interest that the press and public be excluded from the meeting.

FALMOUTH TOWN COUNCIL

Month Sep-24
Meeting Date 21/10/2024

Finance & General Purpose Meeting

Schedule of payments made for approval at above meeting

Cheque No	Details	Inv No:	Inv Total	Gross	VAT	NET
DD	Cornwall Council - Business rates September 2024- PO Building	24/25PO2359	1,518.00	1,518.00	-	1,518.00
DD	Cornwall Council - Business rates September 2024 - PO Building 1st Floor	24/25PO2360	873.00	873.00	-	873.00
DD	Cornwall Council - Business rates September 2024 - Municipal Building	24/25PO2361	707.00	707.00	-	707.00
DD	Cornwall Council - Business rates September 2024 - PO Building 2nd Floor	24/25PO2362	561.00	561.00	-	561.00
DD	Cornwall Council - Business rates-September 2024-Cemetery Pennance Rd	24/25PO2363	593.00	593.00	-	593.00
DD	Cornwall Council - Business rates September 2024-Cemetery Swanpool Rd	24/25PO2364	307.00	307.00	-	307.00
DD	Cornwall Council - Business Rates September 2024 - Mortuary	24/25PO2365	327.00	327.00	-	327.00
DD	Cornwall Council - Business rates September 2024 - Quarry Car Park	24/25PO2366	134.00	134.00	-	134.00
DD	Cornwall Council - Municipal Building September 2024 - Library	24/25PO2367	1,206.00	1,206.00	-	1,206.00
DD	Cornwall Council-Business rates September 2024- Princess Pavilion	24/25PO2368	852.00	852.00	-	852.00
DD	Cornwall Council - Council Tax September - Kimberley Park Lodge	24/25PO2369	770.00	770.00	-	770.00
DD	Cornwall Council - Business Rates September - Pendennis Point Car Park	24/25PO2370	100.00	100.00	-	100.00
BACS	N Burgess - Expenses - KP - ReSource - Coffees for meeting	24/25PO2371	6.00	6.00	-	6.00
BACS	E Broughton - Expenses - MB- PPE for dealing with Mould	24/25PO2372	34.99	34.99	5.83	29.16
BACS	J Mollard - Expenses -Office revamp to support Wellbeing	24/25PO2373	72.00	72.00	-	72.00
BACS	Autograffiti- Skatetele - Banner 2m x 1m	24/25PO2374	42.00	42.00	7.00	35.00
BACS	Bartlett - OPO - Clean AC in main office	24/25PO2375	127.42	127.42	21.24	106.18
BACS	BHGS - Grounds - Felco Secateurs	24/25PO2376	56.24	56.24	9.37	46.87
BACS	Bytes - 2 x Acrobat Pro DC for teams licences	24/25PO2377	230.83	230.83	38.47	192.36
BACS	Carey Davies - PP - Tech Support 01.08.24-31.08.24	24/25PO2378	594.00	594.00	-	594.00
BACS	Citron Hygiene - MB - Medical Waste & Sanitary Disposal Aug 24-Oct 24	24/25PO2379	656.14	656.14	109.36	546.78
BACS	Clear Brew -PP- Dispense system check & regular line clean	24/25PO2380	150.00	150.00	25.00	125.00
BACS	Coast 2 Coast - PP - Wedding Event Security 24.08.24	24/25PO2381	189.00	189.00	31.50	157.50
BACS	CSE - PP - ICR Touch office software x 3 Terminals	24/25PO2382	90.00	90.00	15.00	75.00
BACS	GPI Consulting - PP - Professional survey & report work for rainwater harvesting	24/25PO2383	1,680.00	1,680.00	280.00	1,400.00
BACS	Hachette - AG - Shopstock- The Draw of the Sea	24/25PO2384	10.99	10.99	-	10.99
BACS	Julie A Daniels - AG - Shop stock	24/25PO2385	100.00	100.00	16.67	83.33
BACS	Inacoustic - MB - MB project - Noise assessment for planning	24/25PO2386	1,500.00	1,500.00	250.00	1,250.00
BACS	Infinitus - PP - Key Holding monthly	24/25PO2387	66.00	66.00	11.00	55.00
BACS	Infinitus - MB & OPO - Key Holding monthly	24/25PO2388	33.00	33.00	5.50	27.50
	Total BACS - Infinitus		99.00	99.00	16.50	82.50
BACS	J Gas - PP - Refill 60/40 mix gas & 10 Ltrs CO2 cylinders	24/25PO2389	165.00	165.00	27.50	137.50
BACS	Katherine Langley - PP - Box office duties 01.09.24	24/25PO2390	43.75	43.75	-	43.75
BACS	Liftman UK - OPO - Service on lift	24/25PO2391	156.00	156.00	26.00	130.00
BACS	Looksystems - Annual CMS30 Website hosting commencing 01.09.24	24/25PO2392	432.00	432.00	72.00	360.00
BACS	Macsaviors - Cemetery - M Brotherton Safety Boots & shorts	24/25PO2393	107.09	107.09	17.85	89.24
BACS	Candy Neubert - AG - Shop stock	24/25PO2394	30.00	30.00	-	30.00
BACS	ObjectiveIT Services- FTC x89 Offsite support	24/25PO2395	7,308.00	7,308.00	1,218.00	6,090.00
BACS	ObjectiveIT Services-PP x32 Offsite Support & system monitoring	24/25PO2396	2,688.00	2,688.00	448.00	2,240.00
BACS	ObjectiveIT Services- FTMC x18 Offsite Support & system monitoring	24/25PO2397	1,512.00	1,512.00	252.00	1,260.00
	Total BACS - ObjectiveIT		11,508.00	11,508.00	1,918.00	9,590.00
BACS	Passmore - Toilets cleaning Aug 2024 & Extra checks	24/25PO2398	4,683.04	4,683.04	780.51	3,902.53
BACS	Passmore - OPO/MB/Atherton cleaning Aug 24 & Consumables	24/25PO2399	5,827.71	5,827.71	971.28	4,856.43
BACS	Passmore - PP Cleaning Aug 24 & Consumables	24/25PO2400	4,365.75	4,365.75	727.63	3,638.13
	Total BACS - Passmore		14,876.50	14,876.50	2,479.41	12,397.09
BACS	Rabart -MB - Polyurethane Floor paint & paint brushes	24/25PO2401	35.78	35.78	5.96	29.82
BACS	Stones - PP - 4 Large Sourdough & 40 Rolls	24/25PO2402	35.19	35.19	-	35.19
BACS	Reef - MB - Scheduled services Legionella monitoring	24/25PO2403	157.20	157.20	26.20	131.00
BACS	The Museums Association - AG - M Lewis conference attendance 12.11.24-14.11.24	24/25PO2404	365.00	365.00	60.83	304.17
BACS	Wilhelmia Barns-Graham - AG - Shopstock	24/25PO2405	15.89	15.89	-	15.89
BACS	Travis Perkins - Seafront - C24 kiln dried timber, Nitrile gloves, Square plate washer	24/25PO2406	76.72	76.72	12.79	63.93
BACS	Trevarthen - PP - Beef mince	24/25PO2407	5.72	5.72	-	5.72
BACS	TruCrU - PP - Repair to Veam panel	24/25PO2408	126.00	126.00	21.00	105.00
BACS	L Wallace - PP - DJ for evening - Streets Eats and Beats 22.08.24	24/25PO2409	120.00	120.00	-	120.00
BACS	Verdant - PP - Lightbulb Extra pale ale	24/25PO2410	254.40	254.40	42.40	212.00
BACS	S Wills - PP - Performance in the Garden Room 06.08.24	24/25PO2411	200.00	200.00	-	200.00
BACS	Withey - KP - Asset 29- Service Stihl back pack blower & consumables	24/25PO2412	145.72	145.72	24.29	121.43
BACS	Withey - Grounds - Asset 7-Honda box mower - Replace snapped drive cable	24/25PO2413	115.75	115.75	19.29	96.46
	Total BACS - Withey		261.47	261.47	43.58	217.89
BACS	S Eva- Civic - A Maritime History & Falmouth in 50 Buildings	24/25PO2414	37.49	37.49	-	37.49
BACS	S Eva -St Nazaire - Share of taxi x 2 passengers	24/25PO2415	150.00	150.00	-	150.00
	Total BACS -S Eva		187.49	187.49	-	187.49
BACS	Biffa - OPO Wheelie Bin Standard general waste Aug 24	24/25PO2416	601.75	601.75	100.29	501.46
BACS	Biffa - OPO Wheelie bin recycling dry mixed Aug 24	24/25PO2417	372.24	372.24	62.04	310.20
BACS	Biffa - OPO Wheelie bin glass mixed Aug 24	24/25PO2418	206.27	206.27	34.38	171.89
BACS	Biffa - PP Wheelie bin General waste/recycling dry mixed Aug 24	24/25PO2419	428.60	428.60	71.43	357.17
BACS	Biffa-PP Wheelie bin standard glass mixed Aug 24	24/25PO2420	135.56	135.56	22.59	112.97
BACS	Biffa - OPO Wheelie bin paper confidential 09.08.24	24/25PO2421	20.70	20.70	3.45	17.25
	Total BACS -Biffa		1,765.12	1,765.12	294.19	1,470.93
BACS	Sam Bradbury - AG - Summer reading challenge 30.7.24	24/25PO2422	90.00	90.00	-	90.00
BACS	Sam Bradbury - AG - Summer Reading challenge 06.08.24	24/25PO2423	90.00	90.00	-	90.00
BACS	Sam Bradbury - Automata workshop - CAAP UK 07.08.24	24/25PO2424	75.00	75.00	-	75.00
BACS	Sam Bradbury - AG - Summer Reading challenge 20.08.24	24/25PO2425	90.00	90.00	-	90.00
BACS	Sam Bradbury - AG - Summer Reading challenge 27.08.24	24/25PO2426	90.00	90.00	-	90.00
	Total BACS -Bradbury		435.00	435.00	-	435.00
BACS	Dulcie Curtis-Adkins - AG - Falmouth week collage family workshop	24/25PO2427	175.00	175.00	29.17	145.83
			45,120.93	45,120.93	5,902.81	39,218.12

Finance & General Purpose Meeting

Schedule of payments made for approval at above meeting

Cheque No	Inv No:	Inv Total	Gross	VAT	NET
BACS FFC - PP - Mixed salad	24/25PO2428	56.00	56.00	-	56.00
BACS FFC - PP - Mixed salad	24/25PO2429	28.00	28.00	-	28.00
BACS FFC - PP - Mixed salad, Coriander and Dill	24/25PO2430	37.00	37.00	-	37.00
BACS FFC - AG - Splanna- Hire of Loveland for 3 sessions	24/25PO2431	720.00	720.00	120.00	600.00
Total BACS -FFC		841.00	841.00	120.00	721.00
BACS Meaco - AG - 4 x Meaco Dry One 25L Dehumidifiers	24/25PO2432	1,199.95	1,199.95	199.99	999.96
BACS M Joseph - PP - Box office duties 01.09.24	24/25PO2433	43.75	43.75	-	43.75
BACS Alexander Norman -- AG - Workshop & exhibition materials	24/25PO2434	111.00	111.00	-	111.00
BACS Ian Prickett - Skatefete - Full day mobile climbing wall hire	24/25PO2435	450.00	450.00	-	450.00
BACS Swift - PP - Recycled napkins	24/25PO2436	88.78	88.78	14.80	73.98
BACS Swift - PP - Scourers & Laundry powder	24/25PO2437	24.32	24.32	4.05	20.27
BACS Swift - PP - Economy S/St Flour sieve	24/25PO2438	41.71	41.71	6.95	34.76
Total BACS -Swift		154.81	154.81	25.80	129.01
BACS Ann's -PP - 50 Small pasteis & 60 Large sausage rolls	24/25PO2439	225.00	225.00	-	225.00
BACS Fal Carpet Cleaners - Professional cleaning of Chamber, Mayor's chamber & corridor	24/25PO2440	135.00	135.00	-	135.00
BACS Falmouth University - AG - Industry Engagement Grant Sept 2024	24/25PO2441	500.00	500.00	-	500.00
BACS Newspaper Club - AG - 10 x 20pp digital tabloids	24/25PO2442	63.00	63.00	-	63.00
BACS Reach Access - Hanging Baskets/Bid Bunting/ Xmas Lights	24/25PO2443	7,980.00	7,980.00	1,330.00	6,650.00
BACS Stones - PP - 60 Rolls	24/25PO2444	30.60	30.60	-	30.60
BACS Mr M Marsh - Fat Breads - Skatefete Event food provision	24/25PO2445	400.00	400.00	-	400.00
BACS BHGS - Grounds - Premier Bulldog folding saw	24/25PO2446	59.94	59.94	9.99	49.95
BACS Brandon Hire Station - KP - ReSource - Hire of event & disables toilets	24/25PO2447	67.20	67.20	11.20	56.00
BACS Coast 2 Coast - PP - Event Security for Sundown Session 30.08.24	24/25PO2448	115.50	115.50	19.25	96.25
BACS Coast 2 Coast - PP - Event Security for Ugly Kid Joe 01.09.24	24/25PO2449	483.30	483.30	80.55	402.75
Total BACS -Coast 2 Coast		598.80	598.80	99.80	499.00
BACS Coast Medic - Skatefete - Emergency DCA Ambulance, Paradmedic event medical cover	24/25PO2450	656.10	656.10	109.35	546.75
BACS DG Sound Solutions - PP -Techincal services for Ugly Kid Joe 01.09.24	24/25PO2451	180.00	180.00	-	180.00
BACS Nick Ferris - PP - 8 yd Mix skip hire	24/25PO2452	450.00	450.00	75.00	375.00
BACS Office Smart - OPO/AG - Document wallets, Post-It Notes, Lever Arch Files & Punchers	24/25PO2453	72.38	72.38	12.06	60.32
BACS Pro Mobility Limited - Replacement Apex Rapid Mobility Scooter	24/25PO2454	540.00	540.00	90.00	450.00
Pro Mobility Limited -POA	24/25PO2455	72.00	72.00	12.00	60.00
Total BACS Pro Mobility		468.00	468.00	78.00	390.00
BACS RTP - MB - Part agreed fee for RIBA Stages 2 and 3 & Travel	24/25PO2456	3,724.86	3,724.86	620.81	3,104.05
BACS Smith & Reed - OPO - M Webber temp w.c 26.08.24	24/25PO2457	99.80	99.80	16.63	83.17
BACS Swift - PP - Food Prep Allergen labels	24/25PO2458	35.98	35.98	6.00	29.98
BACS Infinitus - CCTV Operator Falmouth & Helston August 2024	24/25PO2459	3,244.42	3,244.42	540.74	2,703.68
BACS Infinitus - Street Rangus August 2024	24/25PO2460	2,990.40	2,990.40	498.40	2,492.00
Total BACS - Infinitus		6,234.82	6,234.82	1,039.14	5,195.68
BACS Anns Pasties - x25 Sml Pasties, x60 Irge s'rolls PP	24/25PO2461	172.50	172.50	-	172.50
BACS Artstat - Pastels, line maker wallets shop stock AG	24/25PO2462	161.17	161.17	26.86	134.31
BACS BDO LLP-limited Assurance review for year ended 31/3/24 Audit 23/24	24/25PO2463	4,536.00	4,536.00	756.00	3,780.00
BACS BG Electrical - MB supply/fit in childrens book area, other lighting	24/25PO2464	950.40	950.40	158.40	792.00
BACS BG Electrical PP 1st interim payment re quote	24/25PO2465	4,029.00	4,029.00	671.50	3,357.50
BACS BG Electrical MB Floor socket Gallery 2 + o/side light	24/25PO2466	207.60	207.60	34.60	173.00
Total BACS - BG Electrical		5,187.00	5,187.00	864.50	4,322.50
BACS Steven J Brown - Lighting provided 29/8/24 + 1/9/24 PP	24/25PO2467	270.00	270.00	-	270.00
BACS Castle Water - 1-31/8/24 External Meter PP	24/25PO2468	5.80	5.80	0.97	4.83
BACS Castle Water - 1-31/8/24 External Meter- adjusted PP	24/25PO2469	10.81	10.81	1.80	9.01
Total BACS - Castle Water		16.61	16.61	2.77	13.84
BACS Central Books - Shop stock AG	24/25PO2470	73.73	73.73	-	73.73
BACS CC - Maintenance for Open Space CCTV September '24	24/25PO2471	1,108.22	1,108.22	184.70	923.52
BACS Duchy Hospital - 31.8.24 Physiotherapy assess MattB	24/25PO2472	65.00	65.00	-	65.00
BACS Event Power - Skatefete event 7/9/24	24/25PO2473	1,292.04	1,292.04	215.34	1,076.70
BACS Event Power - PP Cable hire 19/7/24	24/25PO2474	108.00	108.00	18.00	90.00
Total BACS -Event Power		1,400.04	1,400.04	233.34	1,166.70
BACS Fat Breads - Skatefete Event 7/9/24 x150 meals-final bal	24/25PO2475	800.00	800.00	-	800.00
BACS Kernow Training - Qualsafe manual handling level 2 11/9 x16	24/25PO2476	700.00	700.00	-	700.00
BACS Malcolm Joseph - Box office 6/9 x3.5hrs PP	24/25PO2477	43.75	43.75	-	43.75
BACS Kingsley - Heavy duty refuse sacks , compactor sacks	24/25PO2478	2,061.00	2,061.00	343.50	1,717.50
BACS NB Wellbeing Coach - life coaching for employee	24/25PO2479	50.00	50.00	-	50.00
BACS Trinity Buoy Wharf drawing prize-50% tour fee-Exhibitions AG	24/25PO2480	1,275.00	1,275.00	-	1,275.00
BACS Rabart - PP Polycell, plastic paint can, scuttle, brush, dlux trade	24/25PO2481	54.28	54.28	9.05	45.23
BACS Redcliffe - 1 copy of 'Ray Atkins-A Painters odyssey' AG	24/25PO2482	19.25	19.25	-	19.25
BACS Richards - Park Lodge Resource Project	24/25PO2483	69,057.14	69,057.14	11,509.52	57,547.62
BACS Eve Bourrat - Skate Fete- Stickers & Badges Art workshop 7/9	24/25PO2484	175.00	175.00	-	175.00
BACS CC - Learning Hub HA & AR 24/25	24/25PO2485	88.80	88.80	14.80	74.00
BACS Greenhams - Hand soap,wipes,disinfectant,toilet rolls,rubble sacks-Toilets	24/25PO2486	718.48	718.48	119.75	598.73
BACS MBA - Veranda inspection, structural engineering PP	24/25PO2487	1,500.00	1,500.00	250.00	1,250.00
BACS MC Plan & Site- Site inspection fees -Resource KP	24/25PO2488	626.40	626.40	104.40	522.00
BACS Pitney Bowes-Service contract 4/9/24-3/9/25	24/25PO2489	392.86	392.86	65.48	327.38
BACS Roasting Room - 2kg Choccolarder drinking choc PP	24/25PO2490	90.00	90.00	-	90.00
BACS Roasting Room - 1kg Brazil, 1kg colombia, 250g brazil PP	24/25PO2491	290.00	290.00	-	290.00
Total BACS -Roasting Room		380.00	380.00	-	380.00
BACS Roskillys - Ice cream tubs choc/salt caramel/mint PP	24/25PO2492	95.41	95.41	15.90	79.51
BACS Roskillys - Lickalix strawberry lemonade x24 PP	24/25PO2493	32.33	32.33	5.39	26.94
Total BACS -Roskillys		127.74	127.74	21.29	106.45
BACS SKBWine Media - MC event Skate Fete 7/9/24	24/25PO2494	60.00	60.00	-	60.00
BACS SWW - 2/8-2/9/24 Library/Gallery water	24/25PO2495	137.90	137.90	-	137.90
BACS Swamp Circus - 7/9 Skate Fete Afternoon circus workshop	24/25PO2496	175.00	175.00	-	175.00
BACS Swift - 2ply blue paper feed PP	24/25PO2497	26.38	26.38	4.40	21.98
		161,362.17	161,362.17	24,166.94	137,195.23

FALMOUTH TOWN COUNCIL

Month Sep-24
Meeting Date 21/10/2024

Finance & General Purpose Meeting

Schedule of payments made for approval at above meeting

Cheque No		Inv No:	Inv Total	Gross	VAT	NET
BACS	Travis Perkins - Geocel Painters mate-white PP	24/25PO2498	12.38	12.38	2.06	10.32
BACS	Travis Perkins - Mending plates PP	24/25PO2499	7.24	7.24	1.20	6.04
	Total BACS -Travis Perkins		19.62	19.62	3.26	16.36
BACS	Trevarthens - Beef mince, smokey streaky bacon PP	24/25PO2500	33.54	33.54	-	33.54
BACS	Trevarthens - Beef mince PP	24/25PO2501	11.55	11.55	-	11.55
	Total BACS -Trevarthens		45.09	45.09	-	45.09
CC	Amazon - Wooden Clothes Pegs - Gallery	24/25PO2502	9.99	9.99	-	9.99
CC	WP Forms - W P Forms Basic Renewal - Gallery	24/25PO2503	63.90	63.90	-	63.90
CC	Amazon - Case for Iphone 8 - Corp	24/25PO2504	7.99	7.99	1.33	6.66
CC	Bax Music - Antari Heavy Smoke Fluid - Gallery	24/25PO2505	205.00	205.00	-	205.00
CC	Easy Space - Domain - Corp	24/25PO2506	21.62	21.62	3.60	18.02
CC	Meta - Campaigns - Falmouth Week WC13/08 - Town Management	24/25PO2507	40.00	40.00	-	40.00
CC	Meta - Campaigns - Falmouth Week WC 07/08 - Town Management	24/25PO2508	40.00	40.00	-	40.00
CC	Meta - Campaigns - Falmouth Week WC 09/08 - Town Management	24/25PO2509	40.00	40.00	-	40.00
CC	Meta - Campaigns - Falmouth Week - WC 04/08 - Town Management	24/25PO2510	40.00	40.00	-	40.00
CC	Meta - Campaigns - Falmouth Week - WC 02/08 - Town Management	24/25PO2511	40.00	40.00	-	40.00
CC	Meta - Campaigns - Various for Pavillions - PP	24/25PO2512	153.13	153.13	-	153.13
CC	Little Eden - Bouncy Castle - Dracena Centre	24/25PO2513	115.00	115.00	-	115.00
CC	Microsoft - Azure Standard - 01/08/24 - 31/08/24 - Corp	24/25PO2514	539.65	539.65	89.94	449.71
CC	Timpons - Civic Plaque Engraving - Civic	24/25PO2515	40.00	40.00	-	40.00
CC	HFC - Hope for Cornwall Tickets - Mayor's Account	24/25PO2516	10.00	10.00	-	10.00
DD	Allstar - Diesel - Facilities	24/25PO2517	148.39	148.39	24.73	123.66
DD	American Express - Bank Charges - Corp	24/25PO2518	9.40	9.40	-	9.40
DD	B Gas - 25/07/24 - 24/08/24 - Kimberley Park Road	24/25PO2519	76.37	76.37	3.63	72.74
DD	B Gas - 28/07/24 - 28/08/24 - Municipal Buildings	24/25PO2520	247.12	247.12	41.18	205.94
DD	B Gas - 02/08/24 - 01/09/24 - Gyllyngdune Cottage	24/25PO2521	134.15	134.15	6.38	127.77
DD	B Gas - 02/08/24 - 01/09/24 - Mortuary Spernem Wyn Road	24/25PO2522	74.91	74.91	3.56	71.35
DD	B Gas - 01/08/24 - 31/08/24 - Pavillions	24/25PO2523	1,241.90	1,241.90	206.98	1,034.92
DD	B Gas - 01/08/24 - 31/08/24 - PP Cafe Gardens	24/25PO2524	3,201.63	3,201.63	533.60	2,668.03
DD	B Gas - 01/08/24 - 31/08/24 - Post Office	24/25PO2525	2,203.27	2,203.27	367.21	1,836.06
DD	B Gas - 24/07/24 - 23/08/24 - Cliff Road	24/25PO2526	64.09	64.09	3.05	61.04
DD	B Gas - 02/08/24 - 01/09/24 - Kimberley Park Road	24/25PO2527	111.09	111.09	5.29	105.80
DD	B Gas - 02/08/24 - 01/09/24 - Library	24/25PO2528	946.06	946.06	157.67	788.39
DD	B Gas - 01/08/24 - 31/08/24 - Fish Strand Hill Event	24/25PO2529	1,654.99	1,654.99	275.83	1,379.16
DD	B Gas - 02/07/24 - 01/08/24 - Swanpool Toilets	24/25PO2530	66.79	66.79	3.18	63.61
DD	B Gas - 02/07/24 - 01/08/24 - Maenporth Road	24/25PO2531	61.07	61.07	2.90	58.17
DD	B Gas - 21/07/24 - 21/08/24 - Melvill Road	24/25PO2532	54.88	54.88	2.61	52.27
DD	B Gas - 26/07/24 - 25/08/24 - Cemetry Chapel	24/25PO2533	20.11	20.11	0.95	19.16
DD	B Gas - 21/07/24 - 21/08/24 - Melvill Road	24/25PO2534	69.90	69.90	3.32	66.58
DD	B Gas - 24/07/24 - 23/08/24 - Cemetry Non Conf	24/25PO2535	92.49	92.49	4.40	88.09
DD	B Gas - 01/08/24 - 31/08/24 - Falmouth Library	24/25PO2536	275.67	275.67	13.12	262.55
CN	Bgas - Peaksave credit on Library 1-31/8/24	24/25PO2536A	4.60	4.60	0.74	3.86
DD	B Gas - 02/08/24 - 09/09/24 - Meanporth Road	24/25PO2537	89.94	89.94	4.28	85.66
DD	B & Q - Short Link Steel / Padlock - Skatepark & The Moor	24/25PO2538	105.35	105.35	17.57	87.78
DD	Castle Water - 01/08/24 - 31/08/24 - Pavillions	24/25PO2539	39.80	39.80	2.83	36.97
DD	Deputy - 01/08/24 - 31/08/24 - Monthly Charge & SMS	24/25PO2540	192.12	192.12	32.02	160.10
DD	G4S - 01/08/24 - 31/08/24 - Monthly Collection Cost - Corp	24/25PO2541	192.54	192.54	32.09	160.45
DD	Lloyds Bank - Bank Charges 03/07/24 - 31/07/24 - Corp	24/25PO2542	46.77	46.77	-	46.77
DD	Screwfix - Bolster Boots - Grounds	24/25PO2543	39.99	39.99	-	39.99
DD	Amazon - Fruit Fizz Sparkling Grapefruit Drink - Pavillions	24/25PO2544	271.96	271.96	45.37	226.59
DD	St A Brew - Proper Job Korev Rattler - PP	24/25PO2545	2,339.60	2,339.60	389.95	1,949.65
DD	Sage - 01/08/24 - 31/08/24 - Corp	24/25PO2546	662.40	662.40	110.40	552.00
DD	St A Brew - Proper Job Rattler Guinness - PP	24/25PO2547	1,576.27	1,576.27	262.75	1,313.52
DD	W C Fruit - Milk Semi & Oat - PP	24/25PO2548	7.13	7.13	-	7.13
DD	W C Fruit - Bakers Tomato Cucumber - PP	24/25PO2549	191.91	191.91	1.62	190.29
DD	W C Fruit - Les Pommes Frities - PP	24/25PO2550	21.42	21.42	-	21.42
DD	W C Fruit - Milk Oat Skimmed & Full - PP	24/25PO2551	18.77	18.77	-	18.77
DD	W C Fruit - Limes Lemons Milk - PP	24/25PO2552	60.47	60.47	-	60.47
DD	W C Fruit - Onion Cabbage Garlic - PP	24/25PO2553	22.69	22.69	-	22.69
DD	W C Fruit - Frankfurter & Hotdogs - PP	24/25PO2554	58.95	58.95	-	58.95
DD	W C Fruit - Les Pommess Frities - PP	24/25PO2555	42.85	42.85	-	42.85
DD	W C Fruit - Milk Oat & Full - PP	24/25PO2556	11.64	11.64	-	11.64
DD	W C Fruit - Hot Chocolate - PP	24/25PO2557	23.42	23.42	-	23.42
DD	W C Fruit - Apples Eggs Spices Mixed - PP	24/25PO2558	161.34	161.34	-	161.34
DD	W C Fruit - Courgette Milk Mayo - PP	24/25PO2559	95.72	95.72	-	95.72
DD	W C Fruit - Pastry Puff - PP	24/25PO2560	38.86	38.86	-	38.86
DD	W C Fruit - Milk Oat & Full - PP	24/25PO2561	15.44	15.44	-	15.44
DD	W C Fruit - Tomato Courgette Celery - PP	24/25PO2562	60.15	60.15	-	60.15
DD	W C Fruit - Eggs Onion Bakers - PP	24/25PO2563	113.09	113.09	-	113.09
DD	W C Fruit - Beetroot Tomato Salad Gourmet - PP	24/25PO2564	87.27	87.27	-	87.27
DD	W C Fruit - Cornish Cream Syrup Chocolate - PP	24/25PO2565	126.54	126.54	14.90	111.64
DD	W C Fruit - Eggs Sugar Flora Spread - PP	24/25PO2566	117.42	117.42	-	117.42
DD	W C Fruit - Plain Scones Apple Flapjack - PP	24/25PO2567	67.70	67.70	-	67.70
DD	W C Fruit - Milk Oat Skimmed & Full - PP	24/25PO2568	18.77	18.77	-	18.77
			180,461.13	180,461.13	26,837.71	153,623.42

FALMOUTH TOWN COUNCIL

Month Sep-24
Meeting Date 21/10/2024

Finance & General Purpose Meeting

Schedule of payments made for approval at above meeting

Cheque No	Inv No:	Inv Total	Gross	VAT	NET
DD W C Fruit - Cabbage Beetroot bacon - PP	24/25PO2569	34.69	34.69	0.31	34.38
DD W C Fruit - Milk Oat Slimmed & Full - PP	24/25PO2570	18.77	18.77	3.13	15.64
DD W C Fruit - Salad Gourmet Flour - PP	24/25PO2571	14.68	14.68	-	14.68
DD W C Fruit - Milk Oat Slimmed & Full - PP	24/25PO2572	18.77	18.77	-	18.77
DD W C Fruit - Cabbage Red Salad Gourmet Parsley	24/25PO2573	44.38	44.38	-	44.38
DD W C Fruit - Limes - PP	24/25PO2574	11.80	11.80	-	11.80
DD W C Fruit - Eggs Flora Spread Sugar - PP	24/25PO2575	91.75	91.75	-	91.75
DD W C Fruit - Tomato Sugar Cornish Cream - PP	24/25PO2576	147.02	147.02	-	147.02
DD W C Fruit - Plain Scones - PP	24/25PO2577	32.09	32.09	-	32.09
DD W C Fruit - Eggs - PP	24/25PO2578	18.05	18.05	-	18.05
DD W C Fruit - Milk Oat & Full - PP	24/25PO2579	15.44	15.44	-	15.44
DD W C Fruit - Bakers Carrot Cabbage Red - PP	24/25PO2580	70.78	70.78	-	70.78
DD W C Fruit - Lemon Mayo Ground Black Pepper - PP	24/25PO2581	61.11	61.11	1.80	59.31
DD W C Fruit - Tomato Mushroom Leek - PP	24/25PO2582	129.60	129.60	-	129.60
DD W C Fruit - Milk Oat Slimmed & Full - PP	24/25PO2583	18.77	18.77	-	18.77
DD W C Fruit - Garlic Salad Gourmet Rocket - PP	24/25PO2584	135.00	135.00	-	135.00
DD W C Fruit - Les Pommes Frites - PP	24/25PO2585	21.42	21.42	-	21.42
DD W C Fruit - Plain Scones - PP	24/25PO2586	32.90	32.90	-	32.90
DD W C Fruit - Milk Oat Slimmed & Full - PP	24/25PO2587	18.77	18.77	-	18.77
DD W C Fruit - Tomato Cucumber Eggs - PP	24/25PO2588	71.36	71.36	-	71.36
DD W C Fruit - Pastry Puff - PP	24/25PO2589	38.86	38.86	-	38.86
DD W C Fruit - Milk Oat Slimmed & Full - PP	24/25PO2590	19.70	19.70	-	19.70
DD W C Fruit - Salad Gourmet Lemon Cheese - PP	24/25PO2591	52.09	52.09	6.26	45.83
CN W C Fruit - Milk Skimmed - PP	24/25PO2592	3.33	3.33	-	3.33
BACS Ann's Pasties - x25 sml pasties, x60 Irge s'rolls PP	24/25PO2593	172.50	172.50	-	172.50
BACS Ann's Pasties - x20 Sml Pasties Pp	24/25PO2594	42.00	42.00	-	42.00
Total BACS - Ann's Pasties		214.50	214.50	-	214.50
BACS Autograffiti - Dibond Sign - No Ball Games PP	24/25PO2595	378.00	378.00	63.00	315.00
BACS Autograffiti - Foamex - Digital Print A3 - AG	24/25PO2596	36.00	36.00	6.00	30.00
BACS Autograffiti - Stickers for Mayors civic Parade	24/25PO2597	24.96	24.96	4.16	20.80
Total BACS - Autograffiti		438.96	438.96	73.16	365.80
BACS BG Electrical - Supply & Fit wiring for motion sensors - The Chapel	24/25PO2598	367.20	367.20	61.20	306.00
BACS Eve Bourrat - 10/9 Discover Art workshop AG	24/25PO2599	150.00	150.00	-	150.00
BACS Brandon Hire - Skate Fete at Dracaena Centre x3 toilets x2 disabled	24/25PO2600	324.00	324.00	54.00	270.00
BACS BSI - Subscription memb 1/9/24-31.8.25	24/25PO2601	334.80	334.80	55.80	279.00
BACS Clearflow - Call out charge to empty Septic Tank 14/8 - Castle Beach Toilets	24/25PO2602	48.00	48.00	8.00	40.00
BACS Clockwork Soldier - Shop stock AG	24/25PO2603	374.40	374.40	62.40	312.00
BACS ControlPrint - A5 Sketchbook x300 AG	24/25PO2604	214.80	214.80	35.80	179.00
BACS Cormac - The Moor Taxi Sign	24/25PO2605	1,165.61	1,165.61	194.27	971.34
BACS Edge - Epitaph - 5 Year Contract + HeritEDGE genealogical search	24/25PO2606	790.80	790.80	131.80	659.00
BACS FFC - Mixed Salad, Parsley PP	24/25PO2607	39.20	39.20	-	39.20
BACS Daniel Gaze - Install Surrealists exhibition 10/9 AG	24/25PO2608	400.00	400.00	-	400.00
BACS Greenhams - Jumbo 2ply toilet rolls	24/25PO2609	684.72	684.72	114.12	570.60
BACS Greenhams - Floor cleaner, aluminium, scrub,bucket,mop - Toilets	24/25PO2610	564.74	564.74	94.11	470.63
Total BACS - Greenhams		1,249.46	1,249.46	208.23	1,041.23
BACS Hachette - Paperbacks shop stock AG	24/25PO2611	42.89	42.89	-	42.89
BACS Hachette - Cards, paperbacks,hardbacks shop stock AG	24/25PO2612	152.00	152.00	9.09	142.91
Total BACS - Hachette		194.89	194.89	9.09	185.80
BACS Hermitage - x2 12 stories for 12 sections AG	24/25PO2613	19.00	19.00	-	19.00
BACS JEB - x6 Award, Genesis,Lollipop ABS PP	24/25PO2614	327.60	327.60	54.60	273.00
BACS Kernow Training - Chainsaw MEWP 11/9 P Witherton course/assessment	24/25PO2615	175.00	175.00	-	175.00
BACS Kernow Youth Yoga - SkateFete 7/9 HipHop yoga sessions	24/25PO2616	120.00	120.00	-	120.00
BACS Parcsigns - External Signage AG	24/25PO2617	10,341.62	10,341.62	1,723.60	8,618.02
BACS Sam Pascoe - Quilt hanging, remove mobile sculpture, install surrealists AG	24/25PO2618	400.00	400.00	-	400.00
BACS PEL - Glue Gun, Glue sticks, Plastazote,Eraser,Museum putty AG	24/25PO2619	264.30	264.30	44.05	220.25
BACS Rabart - Replacement blades for contoured plastic, cleaner PP	24/25PO2620	24.85	24.85	4.14	20.71
BACS Rabart - Mould Stop PP	24/25PO2621	32.98	32.98	5.50	27.48
Total BACS - Rabart		57.83	57.83	9.64	48.19
BACS Reef - Grove Place Toilets - check tack temp, ongoing ORAC	24/25PO2622	58.68	58.68	9.78	48.90
BACS Reef - PP descale & disinfect shower heads, taps,purge	24/25PO2623	226.01	226.01	37.67	188.34
BACS Reef - Chapel Water samples, access to log book/management system	24/25PO2624	21.60	21.60	3.60	18.00
BACS Reef - OPO Descalce & disinfect shower heads, taps,purge,water samples	24/25PO2625	406.04	406.04	67.68	338.36
Total BACS - Reef		712.33	712.33	118.73	593.60
BACS Nigel Rees - JCB Telehandler & driver 24/6/24, Moving goalposts 27/8	24/25PO2626	180.00	180.00	-	180.00
BACS Shaw & Sons - Binding minutes	24/25PO2627	199.20	199.20	33.20	166.00
BACS Source FM - Skatefete - skatefest 2024 Music/radio services	24/25PO2628	1,000.00	1,000.00	-	1,000.00
BACS Swift - Disinfectant, sponges, scourers, cloths,mop head, napkins PP	24/25PO2629	305.83	305.83	50.97	254.86
BACS Swift - 2ply recycled napkins PP	24/25PO2630	88.78	88.78	14.80	73.98
CN Swift - returned napkins - wrong thickness PP	24/25PO2631	115.18	115.18	19.20	95.98
Total BACS - Swift		279.43	279.43	46.57	232.86
BACS Travis Perkins - Door, door lining, architrave,deadlock,hinges Dracaena	24/25PO2632	280.89	280.89	46.82	234.08
BACS Travis perkins - Beef Mince, Smoked Streaky Bacon PP	24/25PO2633	33.29	33.29	-	33.29
BACS Truro College - P/T course Leadership & Team Skills Jaston	24/25PO2634	575.00	575.00	-	575.00
BACS Viking - Pack of 250 Red Tags - Grounds team	24/25PO2635	21.53	21.53	3.59	17.94
BACS Waterplus - Mortuary water 14/8-14/9/24	24/25PO2636	40.13	40.13	6.69	33.44
BACS Withey - Refit loose track to Mini digger - Cemetery	24/25PO2637	84.00	84.00	14.00	70.00
BACS Katharine Langley - Box office duties 16/9/24	24/25PO2638	43.74	43.74	-	43.74
BP Karen Hall Expenses - retun bus to Penryn Campus for training	24/25PO2639	3.50	3.50	-	3.50
BACS Anchor Point Therapy - Therapy Session 26/9 & 10/10	24/25PO2640	120.00	120.00	-	120.00
BACS Broken Sleep Books - Morag Smith-Spoil x2 AG	24/25PO2641	10.80	10.80	-	10.80
Total		203,171.41	203,171.41	29,844.44	173,283.23

FALMOUTH TOWN COUNCIL

Month Sep-24
Meeting Date 21/10/2024

Finance & General Purpose Meeting

Schedule of payments made for approval at above meeting

Cheque No	Inv No:	Inv Total	Gross	VAT	NET
BACS Cwll Staff Agency - w/c 8/9 S Preston Chef de Partie PP	24/25PO2642	200.34	200.34	33.39	166.95
BACS Coast 2 Coast - 6/9 Event Security Dark Side of Pink Floyd PP	24/25PO2643	94.50	94.50	15.75	78.75
BACS Coast 2 Coast - 7/9 Event security Pulse-Pink Floyd PP	24/25PO2644	94.50	94.50	15.75	78.75
BACS Coast 2 Coast - 16/9 Event supervisor/security Ride PP	24/25PO2645	388.80	388.80	64.80	324.00
BACS Coast 2 Coast - 14/9 Event security Silent Disco PP	24/25PO2646	346.50	346.50	57.75	288.75
Total BACS -Coast 2 Coast		924.30	924.30	154.05	770.25
BACS CPC - Hot Knife too + handling charge AG	24/25PO2647	31.99	31.99	5.33	26.66
BACS DG Sound - 16/9 Tech services for 'Ride' PP	24/25PO2648	180.00	180.00	-	180.00
BACS Essential - Lentil chips, quinoa chips, hummus, squash, cordial,tea PP	24/25PO2649	441.85	441.85	36.40	405.45
BACS FFC - Mixed Salad, Rainbow chard, Parsley PP	24/25PO2650	36.20	36.20	-	36.20
BACS Charlie Mufret - DJ Set 29/8 PP	24/25PO2651	80.00	80.00	-	80.00
BACS The Roasting Room - 1kg Brazil estate, 250g Brazil,1kg colombia sugar PP	24/25PO2652	636.00	636.00	-	636.00
BACS Roskilllys - x24 tubs each of choc,straw/cream,salted,mint,orange/mascar PP	24/25PO2653	254.44	254.44	42.40	212.04
BACS Roskilllys - x24 tubs each of van,salted,clotted,choc,straw/cream,mango PP	24/25PO2654	219.93	219.93	36.65	183.28
Total BACS -Roskilllys		474.37	474.37	79.05	395.32
BACS Smith & Reed - w/c 9/9 NM Webber - Finance Temp	24/25PO2655	152.64	152.64	25.44	127.20
BACS SWW - 11/6/24-18/9/24 Gylly Beach Toilets	24/25PO2656	1,991.62	1,991.62	-	1,991.62
BACS SWW - 11/6/24-18/9/24 Old Cemetery-nr Lodge	24/25PO2657	28.11	28.11	-	28.11
BACS Swashbuckling - Festive w/end 7/8.12.24 Stilt walkers	24/25PO2658	1,160.00	1,160.00	-	1,160.00
BACS Travis Perkins - Hardwood, hex holesaw arbor, metal holesaw Dracaena Centre	24/25PO2659	113.13	113.13	18.85	94.28
BACS Ann's Pasties - x50 sml Pasties, x60 Irge s'rolls PP	24/25PO2660	225.00	225.00	-	225.00
BACS Artstat - Sketching Pencils, sketch tiles, w'colour pencils,w'colour set AG	24/25PO2661	276.74	276.74	46.12	230.62
BACS Cornwall Council - CEO Provisions for Falmouth SLA Patrols August 24	24/25PO2662	183.32	183.32	-	183.32
BACS Crosstown Concerts - Tickets 'Ride' 16/9 PP	24/25PO2663	2,957.50	2,957.50	492.92	2,464.58
BACS RGB - Mcalpine drain blank cap -Dracaena Centre	24/25PO2664	10.38	10.38	1.73	8.65
BACS Space Engineering - Remove radiator in boiler cbd for Solar installation-COF	24/25PO2665	211.67	211.67	35.28	176.39
BACS Wildbrow - Marketing support August 24 PP	24/25PO2666	629.00	629.00	-	629.00
BACS Southwest Bars and Events Ltd - taking from Gala Concert	24/25PO2667	3,672.00	3,672.00	612.00	3,060.00
BACS Karen Hall - Drinks while meeting to discuss community engagement activity	24/25PO2668	11.85	11.85	-	11.85
BACS Kernow Weather - Grants Community initiative	24/25PO2669	250.00	250.00	-	250.00
BACS Ann's - PP - 25 Small pasties	24/25PO2670	52.50	52.50	8.75	43.75
BACS Bartlett -PP - Dishwasher 1 x Heating element and gasket kit	24/25PO2671	304.40	304.40	50.73	253.67
BACS FFC - Mixed Salad, Rainbow chard, Parsley PP	24/25PO2672	60.00	60.00	10.00	50.00
DD BT - Cemetery - Lease line internet01.09.24-30.09.24	24/25PO2673	471.60	471.60	78.60	393.00
BACS Clear Brew - PP - Full dispense system check & regular line clean	24/25PO2674	150.00	150.00	25.00	125.00
BACS CCC - PP - Annual Premises Licence/ Certificate Fee 2024	24/25PO2675	180.00	180.00	-	180.00
BACS Cornwall Staff - PP - I Ball temp Chef w.c 16.09.24	24/25PO2676	200.34	200.34	33.39	166.95
BACS Denmans - OPO - Crompton 38W 4 pin 2D type lamp for Passmores office	24/25PO2677	4.94	4.94	0.82	4.12
BACS Dormakaba - AG - Roller Door repair	24/25PO2678	620.40	620.40	103.40	517.00
BACS Dracaena Centre - Skatete - Provide catering, staff and Food prep	24/25PO2679	2,506.25	2,506.25	-	2,506.25
BACS Duchy Alarms - PP - Extend existing fire alarm system	24/25PO2680	9,012.30	9,012.30	1,502.05	7,510.25
BACS Duchy Hospital - Corp - Physiotherapy Appointment M Brotherton	24/25PO2681	50.00	50.00	-	50.00
BACS Gould Electronics - PP - Shortterm hire of radios & batteries	24/25PO2682	150.00	150.00	25.00	125.00
BACS Gould Electronics - PP - Inspect & repair Hytera radios	24/25PO2683	340.20	340.20	56.70	283.50
Total BACS -Gould		490.20	490.20	81.70	408.50
BACS Greenham - Toilets - Hand soap, disinfectant & toilet rolls	24/25PO2684	598.86	598.86	99.81	499.05
BACS Macsalvors - Cemetery - Pruning shears, pruning saw, Compound loppers	24/25PO2685	111.51	111.51	18.59	92.93
BACS Macsalvors - Cemetery - Roughneck pointed bow saw, Coloursafe work gloves	24/25PO2686	26.16	26.16	4.36	21.80
Total BACS -Macsalvors		137.67	137.67	22.95	114.73
BACS Nisbets - PP - Beaumont V Bar Blade, Thimble measure & Ice buckett	24/25PO2687	98.78	98.78	16.46	82.32
BACS Nisbets - PP - Bar ice scoop	24/25PO2688	7.10	7.10	1.18	5.92
Total BACS -Macsalvors		105.88	105.88	17.65	88.23
BACS Office smart - OPO - Hole Punch & Facilities - Ring binders & document wallets	24/25PO2689	58.24	58.24	9.71	48.53
BACS OTS - Contribution towards fuding zero emission vehicle for town	24/25PO2690	5,000.00	5,000.00	-	5,000.00
BACS Rabart - Dracaena - Zinsser Alcolcoat paint	24/25PO2691	52.60	52.60	8.77	43.83
BACS RGB - Dracaena - Basin taps, Waste pipe, soil reducer, claw hammer, plastic washe	24/25PO2692	86.59	86.59	14.43	72.16
BACS Reach Access - Hanging baskets, BID bunting & Christmas lights	24/25PO2693	7,980.00	7,980.00	1,330.00	6,650.00
BACS The Roasting Room - PP -1kg Brazil estate, 250g Brazil,1kg colombia sugar	24/25PO2694	463.00	463.00	-	463.00
BACS Stones - PP - 4 Large Sourdough & 40 Rolls	24/25PO2695	35.19	35.19	-	35.19
BACS Swift - PP - Kraft bags, Wooden stirrers & Hot cups	24/25PO2696	106.15	106.15	17.69	88.46
BACS Trevarthen - PP - Smoked streaky bacon & Beef mince	24/25PO2697	33.40	33.40	-	33.40
BACS Wattsfilmgroup - Skatete - Filming crew, video & Instagram Reel	24/25PO2698	200.00	200.00	-	200.00
BACS Withey - Grounds - WK64 BWC - Diagnose starting fault	24/25PO2699	84.00	84.00	14.00	70.00
BACS Withey - Grounds - Asset 16 Water bowser - Replace damaged seven pin plug & re	24/25PO2700	90.00	90.00	15.00	75.00
Total BACS -Withey		174.00	174.00	29.00	145.00
BACS Quiet Connectons - Community Chest - Cllr Konik & Cllr Edwards	24/25PO2701	100.00	100.00	-	100.00
DDR BGas - 2/7-1/8/24 KP Electric	24/25PO2702	106.56	106.56	5.07	101.49
DDR BGas - 8/8-24-8/24 Castle Beach toilets Electric	24/25PO2703	39.71	39.71	1.89	37.82
DDR BGas - 2/8-1/9/24 Swanpool Toilets Electric	24/25PO2704	81.19	81.19	3.86	77.33
DDR BGas - 2/8-1/9/24 POW Toilets Electric	24/25PO2705	158.51	158.51	7.54	150.97
DDR BGas - 2/8-3/9/24 Grove Place Toilets Electric	24/25PO2706	550.42	550.42	91.73	458.69
DDR BGas - 2/8-3/9/24 Webber St Toilets Electric	24/25PO2707	31.54	31.54	1.50	30.04
DDR BGas - 6/8-5/9/24 Feeder pillar OPO Electric	24/25PO2708	19.54	19.54	0.93	18.61
DDR BGas - 7/8-6/9/24 Feeder Pillar Adj Bench Electric	24/25PO2709	39.40	39.40	1.87	37.53
DDR BGas - 8/8-7/9/24 PP Stable Block Electric (standing charge)	24/25PO2710	21.00	21.00	1.00	20.00
DDR BGas - 8/8-7/9/24 MB Electric	24/25PO2711	432.55	432.55	72.09	360.46
DDR BGas - 22/8-13/9/24 PP Gas	24/25PO2712	1,169.48	1,169.48	194.91	974.57
		249,933.83	249,933.83	35,211.84	214,678.25

FALMOUTH TOWN COUNCIL

Month Sep-24
Meeting Date 21/10/2024

Finance & General Purpose Meeting

Schedule of payments made for approval at above meeting

Cheque No		Inv No:	Inv Total	Gross	VAT	NET
DDR	BGas - 26/7-14/9/24 MB Gas	24/25PO2713	328.28	328.28	15.63	312.65
DDR	BGas - 1-14/9/24 OPO Electric	24/25PO2714	894.55	894.55	149.09	745.46
DDR	BGas - 23/8-22/9/24 The Moor Piazza Electric	24/25PO2715	32.06	32.06	1.52	30.54
DDR	BGas - 24/8-23/9/24 Non Conform cemetery workshop Electric	24/25PO2716	77.67	77.67	3.69	73.98
BACS	HMRC-PAYE Sept 2024	24/25PO2717	12,910.27	12,910.27	-	12,910.27
BACS	HMRC - NI Sept 2024	24/25PO2718	17,207.01	17,207.01	-	17,207.01
BACS	Student Loans - Sept 2024	24/25PO2719	362.00	362.00	-	362.00
Total BACS - HMRC			30,479.28	30,479.28	-	30,479.28
BACS	CC-Pensions-Sept 2024	24/25PO2720	33,324.60	33,324.60	-	33,324.60
BACS	CC- Pensions additional pyt 06 of 12	24/25PO2721	600.00	600.00	-	600.00
Total BACS - CC			33,924.60	33,924.60	-	33,924.60
BACS	Standard Life - MIC - AVC	24/25PO2723	90.00	90.00	-	90.00
BACS	Unison Membership Fees	24/25PO2724	62.45	62.45	-	62.45
BACS	Net Wages	24/25PO2725	117,037.24	117,037.24	-	117,037.24
CLOSED			-	-	-	-
			432,859.96	432,859.96	35,381.78	397,434.45

PP - GG PETTY CASH SCHEDULE

Period: Sept 24

Date	Total Amount	VAT	NET	Voucher	Code	Cheque Rec'd/Opening Bal	GG - GM	GG - Misc Grounds	PP - Events	PP - Catering Equipment under £300	PP - Catering Supplies	PP - Cleaning	PP - Misc	Running Balance
							GM	MG	PE	CE	CS	CL	MC	82.83
01/09/2024	1.8		1.8	24/57	cs		-	-	-	-	1.80	-	-	81.03
07/09/2024	12.45		12.45	24/58	mc		-	-	-	-	-	-	12.45	68.58
09/09/2024	2.00	0.33	1.67	24/59	mc		-	-	-	-	-	-	1.67	66.58
10/09/2024	11.75		11.75	24/60	mc		-	-	-	-	-	-	11.75	54.83
11/09/2024	12.38	2.06	10.32	24/61	CE		-	-	-	10.32	-	-	-	42.45
11/09/2024	30.00	5.00	25.00	24/62	CE		-	-	-	25.00	-	-	-	12.45
14/09/2024	2.40		2.40	24/63	cs		-	-	-	-	2.40	-	-	10.05
16/09/2024	7.80		7.80	24/64	cs		-	-	-	-	7.80	-	-	2.25
18/09/2024	11.75		11.75	24/65	mc		-	-	-	-	-	-	11.75	-9.50
24/09/2024	17.90		17.90	24/66	mc		-	-	-	-	-	-	17.90	-27.40
30/09/2024	11.00		11.00	24/67	mc		-	-	-	-	-	-	11.00	-38.40
CLOSED							-	-	-	-	-	-	-	-38.40
	121.23	7.39	113.84			113.84	-	-	-	35.32	12.00	-	66.52	

121.23

Nominal Codes

non VAT
VAT

6300	6302	6362	6355	6356	6351	6359
		-				64.85
		35.32				1.67

Town Clerk

Councillor

Councillor

Finance Use Only

VAT Journals

2201 - vat DR CR
Various £ -
NB add additional NL's depending on monthly expenditure

FALMOUTH TOWN COUNCIL PETTY CASH SCHEDULE

Period: Sep-24

Date	Total Amount			Rec'pt	Code	Cashed Cheque	Meeting Exp	Parking	Post	Civic	Facilities	Cemetery R/R	Cemetery Misc	MB	Stat	PO Building	Events	Sundry Items	Running Balance
Code	OB	VAT	Net				ME	CP	P	C	F	CR	CM	MB	S	PB	E	SI	Balance
02/09/2024	3.10		3.10	1131	me		3.10	-	-	-	-	-	-	-	-	-	-	-	78.74
06/09/2024	2.60		2.60	1132	me		2.60	-	-	-	-	-	-	-	-	-	-	-	76.14
10/09/2024	6.25		6.25	1133	ME/PB		3.10	-	-	-	-	-	-	-	-	3.15	-	-	69.89
11/09/2024	8.15		8.15	1134	ME		8.15	-	-	-	-	-	-	-	-	-	-	-	61.74
11/09/2024			-		19529	238.26	-	-	-	-	-	-	-	-	-	-	-	-	300.00
16/09/2024	3.10		3.10	1135	me		3.10	-	-	-	-	-	-	-	-	-	-	-	296.90
18/09/2024	7.10	1.18	5.92	1136	CP		-	5.92	-	-	-	-	-	-	-	-	-	-	289.80
19/09/2024	2.00		2.00	1137	me		2.00	-	-	-	-	-	-	-	-	-	-	-	287.80
19/09/2024	2.60		2.60	1138	me		2.60	-	-	-	-	-	-	-	-	-	-	-	285.20
23/09/2024	1.55		1.55	1139	me		1.55	-	-	-	-	-	-	-	-	-	-	-	283.65
25/09/2024	36.12		36.12	1140	me		36.12	-	-	-	-	-	-	-	-	-	-	-	247.53
25/09/2024	12.60		12.60	1141	me		12.60	-	-	-	-	-	-	-	-	-	-	-	234.93
26/09/2024	1.40	0.23	1.17	1142	SI		-	-	-	-	-	-	-	-	-	-	-	1.17	233.53
30/09/2024	3.10		3.10	1143	me		3.10	-	-	-	-	-	-	-	-	-	-	-	230.43
CLOSED			-				-	-	-	-	-	-	-	-	-	-	-	-	230.43
	89.67	1.41	88.26			88.26	78.02	5.92	-	-	-	-	-	-	-	3.15	-	1.17	

Nominal Codes

5030 5017 5010 5408 5755 5610 5695 5220 5012 5352 5457 5030

Town Clerk

Councillor

Councillor

Finance Use Only

VAT Journals

	DR	CR
2201 - vat	£ 1.41	
Various		£ 1.41

NB add additional NL's depending on monthly expenditure

FALMOUTH ART GALLERY PETTY CASH SCHEDULE

300 187.45 112.55

Period: September 24

Date	Total Amount	VAT	NET	Voucher	Code	Cheque Cashed	MB - Repairs Renewals	MB-cleaning	MB - Misc Consumables	CS -postage	CS - Stationary photocopy	CS - Consumables	CS - Storeroom Equipment	CS - Printing/ Artwork	CS- conservation	CS - Publicity and Marketing	CS - Exhibition Costs	CS - parking	CS - Seminar Expenses	CS - Workshops	CS - Library and Misc	CS - Arts Council	Running Balance
Code	Opening Bal						RR	CL	MBC	PO	S	C	SE	PA	CON	PM	EC	PAR	SEM	W	L	ART	18.60
			-			281.48	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	300.08
03/09/2024	34.80	5.8	29.00	2320	par		-	-	-	-	-	-	-	-	-	-	-	29.00	-	-	-	-	265.28
03/09/2024	2.85		2.85	2321	c		-	-	-	-	2.85	-	-	-	-	-	-	-	-	-	-	-	262.43
03/09/2024	1.30		1.30	2322	c		-	-	-	-	1.30	-	-	-	-	-	-	-	-	-	-	-	261.13
03/09/2024	5.00		5.00	2323	con		-	-	-	-	-	-	-	5.00	-	-	-	-	-	-	-	-	256.13
03/09/2024	1.30		1.30	2324	c		-	-	-	-	1.30	-	-	-	-	-	-	-	-	-	-	-	254.83
03/09/2024	2.00	0.33	1.67	2325	w		-	-	-	-	-	-	-	-	-	-	-	-	-	1.67	-	-	252.83
03/09/2024	1.85		1.85	2326	c		-	-	-	-	1.85	-	-	-	-	-	-	-	-	-	-	-	250.98
12/09/2024	7.49	1.25	6.24	2327	rr		6.24	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	243.49
12/09/2024	12.75		12.75	2328	PO		-	-	-	12.75	-	-	-	-	-	-	-	-	-	-	-	-	230.74
12/09/2024	8.20		8.20	2329	C		-	-	-	-	8.20	-	-	-	-	-	-	-	-	-	-	-	222.54
12/09/2024	1.55		1.55	2330	C		-	-	-	-	1.55	-	-	-	-	-	-	-	-	-	-	-	220.99
12/09/2024	2.50	0.41	2.09	2331	rr		2.09	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	218.49
17/09/2024	1.25	0.21	1.04	2332	s		-	-	-	-	1.04	-	-	-	-	-	-	-	-	-	-	-	217.24
17/09/2024	24.64	4.11	20.53	2333	con		-	-	-	-	-	-	-	20.53	-	-	-	-	-	-	-	-	192.60
17/09/2024	1.55		1.55	2334	c		-	-	-	-	1.55	-	-	-	-	-	-	-	-	-	-	-	191.05
17/09/2024	3.60		3.60	2335	C		-	-	-	-	3.60	-	-	-	-	-	-	-	-	-	-	-	187.45
			-				-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	187.45
CLOSED			-				-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	187.45
	112.63	12.11	100.52			100.52	8.33	-	-	12.75	1.04	22.20	-	-	25.53	-	-	29.00	-	1.67	-	-	

Nominal Codes

5220	5230	5290	5804	5805	5808	5809	5811	5812	5813	5815	5816	5817	5818	5825	5827
-	-	-	-	-	-	-	-	5.00	-	-	-	-	-	-	-
Vat	8.33	-	-	-	-	-	-	20.53	-	-	-	-	1.67	-	-

Town Clerk

18.60

Councillor

Councillor

Finance Use Only

VAT Journals

	DR	CR
2201 - vat	£ 12.11	
5819		£ -
5805		
	£ 12.11	-

NB add additional NL's depending on monthly expenditure

FALMOUTH TOWN COUNCIL

Minutes of a meeting of the Grounds, Facilities and Environmental Action Committee held on 13th November 2024 at 7.15pm at the Atherton Suite, The Old Post Office, The Moor, Falmouth.

Present: Councillors D E Clegg (Chair), D A Konik (Vice-chair), D V Evans BEM, J C Robinson, D W Saunby CC, J M Spargo and Z Young

In attendance: A M Williams (Town Clerk)
A Medlin (Facilities Manager)
K M Hall (Strategic Environmental Projects Officer)
V Rogers (Administration Officer)
H Attree (Administration 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.

GFEA147 APOLOGIES

An apology for absence was received and approved from Councillor Rowe (family commitment).

GFEA148 INTERESTS AND DISPENSATIONS

None received.

GFEA149 MINUTES

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

RESOLVED that the Part I minutes of the meeting held on 11th September 2024 be agreed as a correct record and signed by the Chair.

GFEA150 GROUNDS MANAGER OVERVIEW AND UPDATE

The Town Clerk presented the Grounds Manager's report and Environmental Education and Enforcement Officers' report which were duly noted and form part of these minutes.

GFEA151 FACILITIES MANAGER OVERVIEW AND UPDATE

The Facilities Manager presented his report that included progressing the surfacing of the Pendennis Headland car park, that is attached as part of these minutes and was duly noted.

GFEA152 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.

She further reported on an additional Climate Action Event on Saturday 30th November 2024 in the Atherton Suite from 1pm to 4pm.

GFEA153 **MOTIONS FROM COUNCILLOR D EVANS – GYLLYNGVASE BEACH TOILETS**

A MOTION by Councillor D V Evans, seconded by Councillor Spargo to remove the radar lock from the disabled cubicle at Gyllyngvase Beach toilets to allow use by those not wishing to use the unisex toilets for a trial period of six months was lost.

The Chair had reported upon the advice of Disability UK and the Facilities Manager reported that the unit would be at additional risk from vandalism and antisocial behaviour. It was resolved that a recorded vote be held and Councillors Clegg, Konik, Saunby and Robinson voted against the motion, Councillors D V Evans and Spargo voted in favour of the motion and Councillor Young abstained.

It was proposed as an amendment by Councillor Clegg, seconded by Councillor Robinson and

RESOLVED that the Facilities Manager be instructed to commission a planning and site survey to recommend a strategy regarding the ability to improve gender separation for users of Gyllyngvase public toilets.

A MOTION by Councillor D V Evans, seconded by Councillor Spargo that the Facilities Manager is asked to inspect the present public toilet provision at Gyllyngvase Beach and advise the committee on the potential to provide gender segregated toilet cubicles and approximate costs was lost.

GFEA154 **CEMETERY REGULATIONS**

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

RESOLVED that the amended Cemetery Regulations as attached as part of these minutes are agreed.

GFEA155 **LAW COMMISION'S CONSULTATION ON BURIAL AND CREMATION**

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

RESOLVED that the Town Clerk responds to the consultation on behalf of the Council.

GFEA156 **CORNWALL FLOOD FORUM**

Councillor Young updated the Committee on the recent Cornwall Flood Forum.

A MOTION by Councillor Young that the Council increases its budget so that an Equalities Impact Assessment is undertaken and public toilets remain open at night was not seconded.

GFEA157 **EXCLUSION OF THE PRESS AND PUBLIC**

It was proposed by Councillor Clegg, seconded by Councillor D V Evans 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 13/11/24

Following the closure of the local green waste facility; currently exploring options for processing our own green waste into a useable/saleable material.

I arranged (and you were invited to) a demo at Trelissick of their composter/shredder which was very impressive and equally as expensive, this option is my prime focus as it compliments our green credentials, however a business case is needed so I am contacting other local organisations to see if this could be a service we could offer. I will update

Bearing in mind at Greenspot we were paying £10/load the alternatives are:

A skip = £6k per year

Continue to use Nick Ferris minimum £80+vat per load or £160 per ton minimum total £3800 per year, this is likely to rise significantly.

Drive to Splattenridden between St Ives and Lands End to tip. 2.5hrs round trip without queuing at the tip.

Street spaying completed and clients invoiced.

Headland Pursuing a claim following a RTA on 18th October that resulted in damage to trees in the woodland at Castle Drive.

CSAS I attended refresher training recently and have met with EEEOs and updated them.

Spring 2025 bedding all now planted.

HLF Karen & I working on an EOI for funding an Urban Ranger position dedicated to the Headland.

H/S Annual audit by external auditors" Worknest" took place on Monday 28th October.

Skatepark Phase 3 specification being reworked to save costs, delayed with the Architect as busy with the KP Lodge and multiple other projects.

E30 Areas of focus for October - outside of normal duties

Love Where You Live, community Litter picks – to engage with locals, schools, community Groups to keeping the areas where they live clean and tidy.

Eco Week – Stand at the library talking everything litter related and talking about the new bin schedules, which will come into place next year.

Police Engagement week – Eamonn attended stand on The Moor.

Green Spot – Visit to see progress with fire

Hello Visits – New Students into the community – welcome door visits/leaflet distribution

Titian/Tims and Ops Meetings – Joining new police information sharing group to support our patrols and link in with current policing plans in Falmouth. Ops meeting for targeted areas.

Homelessness/ASB – Eamonn has done a walk through with We Are With You. We are operating a Zero tolerance with alcohol on the moor with limited success.

Beach Management Group – where we received thanks for support from Gylly Beach, support over summer and Meanporth, help with van issues.

Groundswell Conference - Tessa

Thank you

Tessa
Eamonn



**Grounds, Facilities & Environment Committee
13th November 2024**

Facilities Manager Update:

1. ReSource Project – Kimberley Park Lodge

Construction works have continued in the period including setting out and installation of concrete foundation piles (in excess of 6m deep). New underground drainage service pipework installed and signed off by Building Control. Sub structure works incorporating block and beam slab formation installed. Internal works progressed including demolition of lodge wall and replacement ceilings coordinated with wall preparation. Original red brick walls in the cafe have been stripped back to identify original features. Window and door fenestration agreed and orders placed with suppliers to align with programme. Existing boundary bank (roadside) subject to further technical review in order to confirm stabilisation methodology. Potential budgetary / time exposure risk will be reviewed and dependent upon reinstatement specification. Project progress meetings and valuation schedules agreed and in place and managed by PM / QS. Site progress reports generated monthly by Richards Builders. Project remains on programme and budget. Park accessibility has been maintained during the construction phase with a designated pedestrian walkway allowing access to the front of the park. Despite the addition of a temporary matted path this walkway is closed off periodically during periods of heavy rain. Signs detailing path closure and alternative access / egress gates are continually revised during periods of inclement weather. (photos of progress attached)

2. Municipal Building

Revised heating plans and a specification relating to air source pumps and replacement radiator locations have been agreed by the Historic Environment Officer. This information will be incorporated into a comprehensive cost plan (circa £2m) and submitted for planning consent in November. A damp monitoring regime to analyse water ingress in the most visible areas of the building has been introduced. (F/F offices).

3. Princess Pavilion

Community Ownership Funding (£238k) works will be undertaken in November initially relating to the introduction of solar panels to the pitched roof areas of the premises. Further works will be undertaken prior to 31st March 2025 in the following areas:

Low Carbon Heating Solution – tender in process.

Replacement entrance doors to garden room – tender preparation in progress.

Sound – mixing console specified.

Lighting – enhanced scheme specified.

4. Anti Social Behaviour

Increased levels of graffiti and vandalism have been experienced during October with specific issues reported in all town and beach toilets together with park and shelter damage. (cost of repairs / reinstatement circa £2k exc park play equipment) All Police reports were submitted using the town specific crime reporting portal (DISC). Regular review meetings (fortnightly) with the Neighbourhood Policing Team and FTC Environmental Enforcement Officers reinforce awareness of specific issues within the community and are coordinated by the Town Team with further feedback from local businesses. (photo examples of ASB are attached)

5. Pendennis Car Park

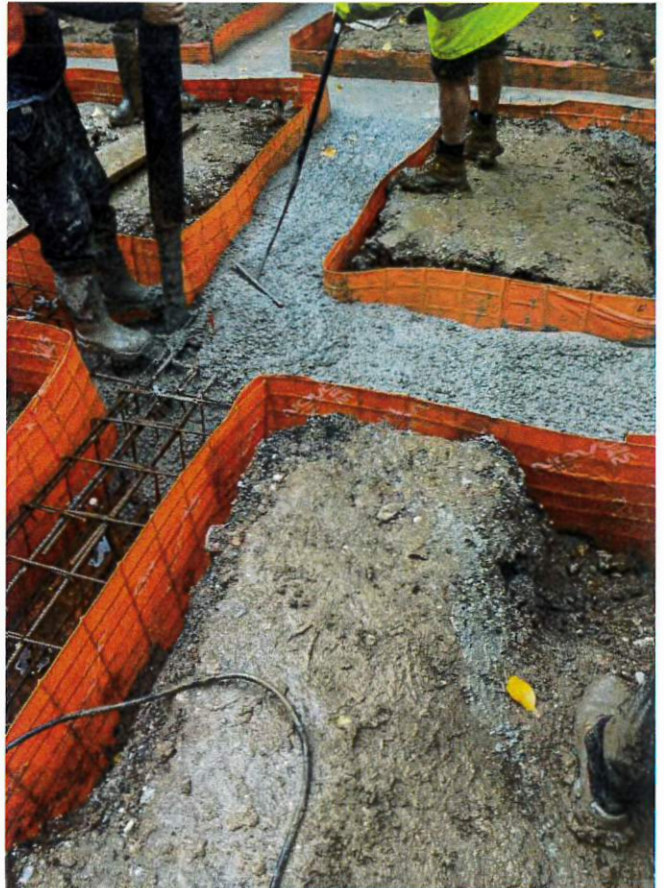
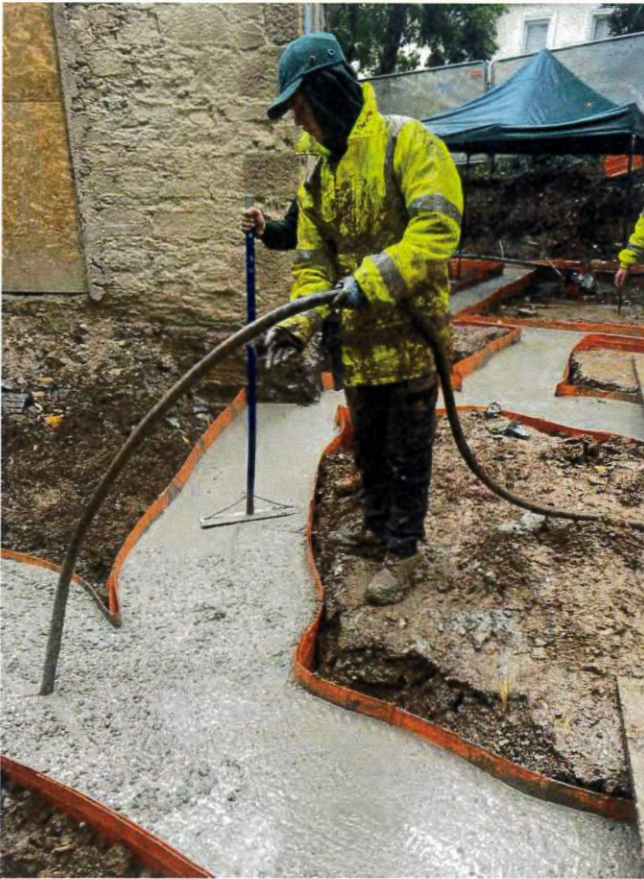
A formal application has been submitted for Scheduled Monument Consent to Historic England for the resurfacing of the lower car park with Environpave environmentally recycled sustainable parking pavers. Tender returns relating to the proposed works will be evaluated on the 1st November.

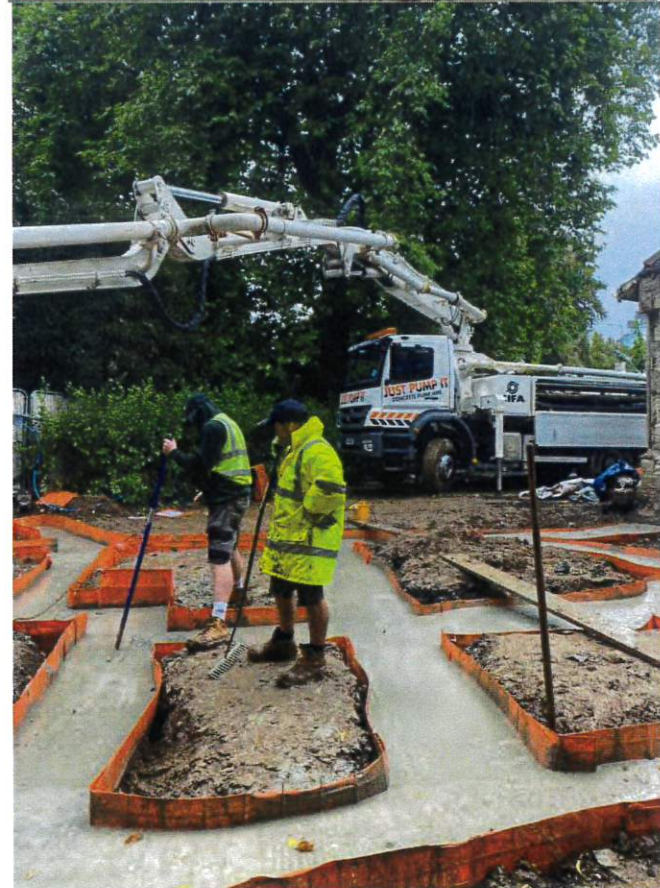
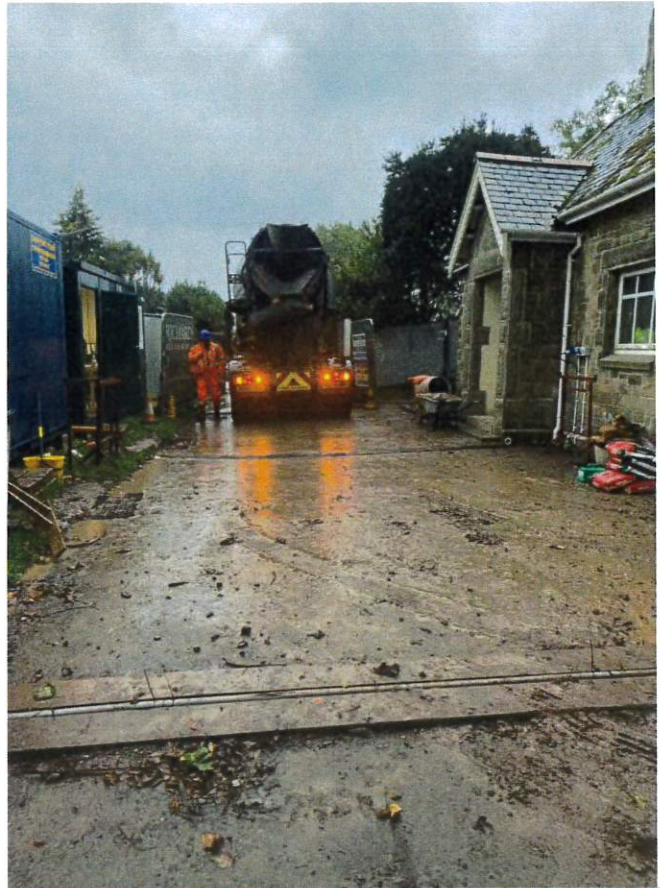
6. Health & Safety

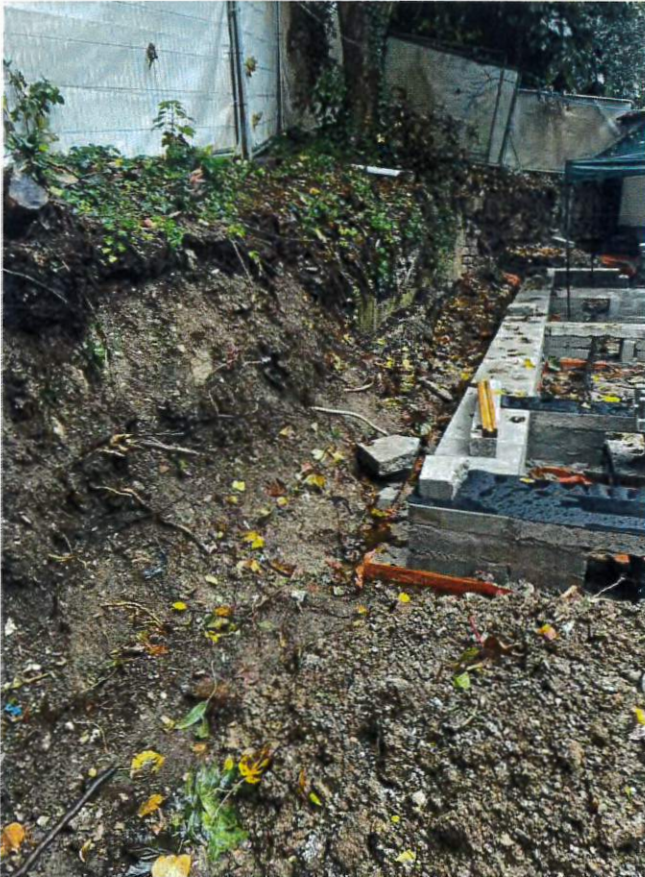
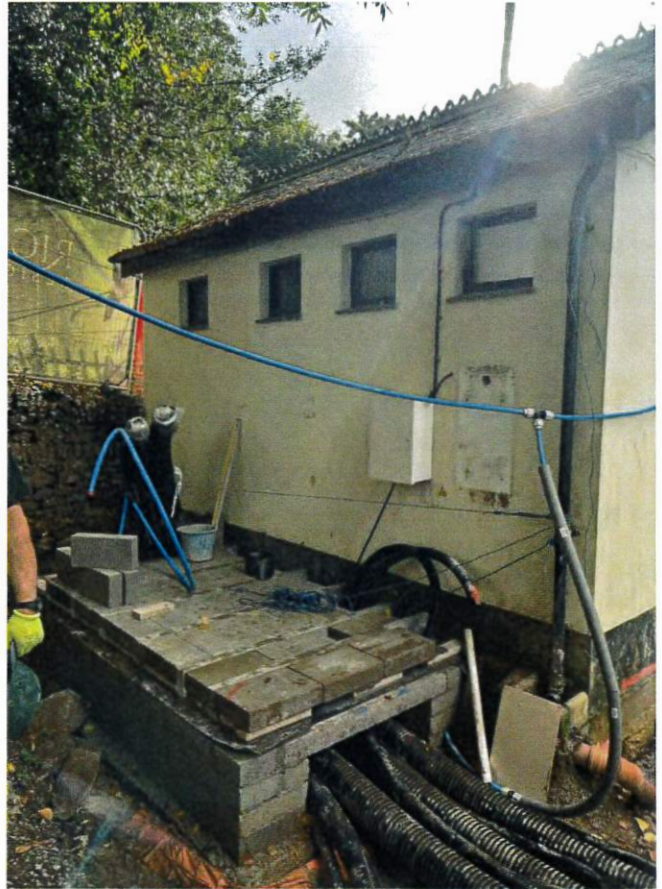
An external Health & Safety audit was undertaken on the 28th October by Worknest. The audit focussed upon internal arrangements relating to the management of Health & Safety together with internal processes in relation to compliance, training, risk assessment, maintenance and management of contractors. An action plan will be released in November for related review. A similar audit will also be scheduled in December to review operational Health & Safety at the Pavilion.

Andy Medlin
Facilities Manager



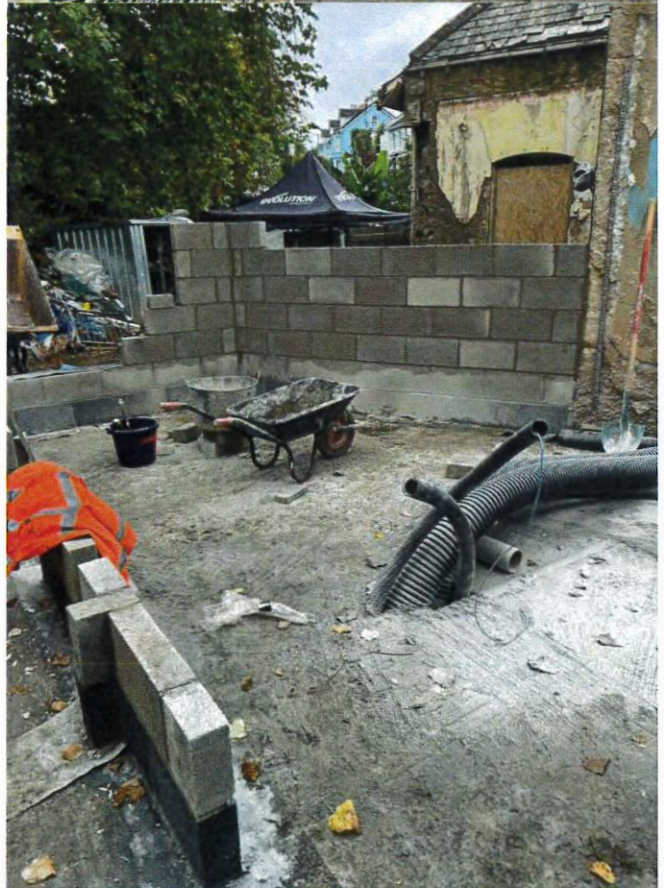




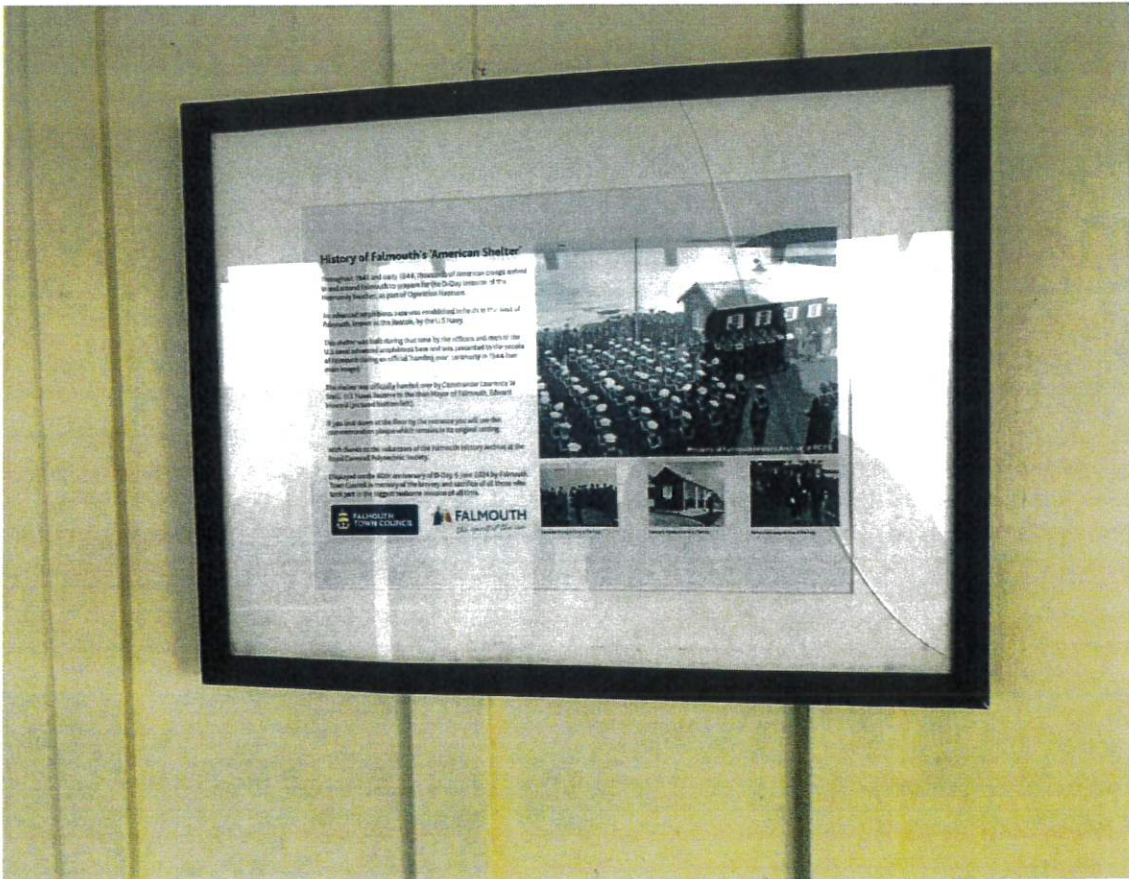












November 2024 – Strategic Environmental Projects
Report for Grounds, Facilities & Environmental Action Committee

Focus	Action taken	Next steps
Environmental Projects/ initiatives	CC Housing decarbonisation strategy consultation response submitted. Linked Falmlouth Marine School with Cornwall Wildlife Trust to initiate invasive species removal from Swanvale Nature Reserve. This may lead to a longer term partnership to improve this reserve.	Marine wildlife interpretation panel to be installed at Pendennis Point. SEPO to maintain contact with Ocean Conservation Trust/Falmouth Harbour.
Carbon Reduction	Princess Pavilion (COF) –Solar installation commenced on 6 Nov. Renewable energy heating system contractor appointed. Passmore Edwards Municipal Building - design stage completed. Total cost c. £2million. Dependent on funding being secured. First section of Children’s library lighting converted to LED. Chapel Building in Cemetery has had auto turn off lighting switches and timers installed. DECs commissioned for Municipal Building and OPO. Carbon neutral energy (BG) supplier re-appointed for a further year.	Solar and low carbon installation to be completed before 22 March 2025 at PP. Alternative funding mechanism to be identified for PE Municipal Building. Plan is to continue replacing florescent lights with LED throughout the library as funds allow. Second section of children’s library is next in line.
Events	The Green Libraries Week took place 7 – 18 October. ‘Love where you live’ mass litterpick Community Action Day took place on 9 th Oct at seven locations, c 90 people actively participated. Celebration of Seagrass held at PP on 30 Oct.	Climate Crisis Event being organised externally to be held in Atherton Suite on 30 Nov.
Water	SWW monthly update meetings set up with SEPO. Website with details of works Falmouth Sewer Improvement Scheme (southwestwater.co.uk) . Last meeting held on 15 Oct with new project manager. Next catch up on 11 November.	SWW works - Queen Mary’s Gardens section delayed until autumn 2025. SWW to present to full council on Dec 9 th Estimates to be sought for rainwater harvesting at PP for 2025/26 budget
Community Engagement	SEPO attends Fal Energy Partnership and VSF Climate & Environment Alliance monthly meetings. SEPO attends Fal/Helford SAC meetings quarterly.	

Focus	Action taken	Next steps
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>Explored possibility of taking on the 'We are the Ocean' work undertaken by UoE</p> <p>Celebration of marine habitat photo call with FH for 18 October postponed due to late ecological survey results.</p>	<p>SEPO to attend quarterly meetings of CIO S Marine and Coastal Partnership.</p> <p>Big Restoration Seagrass event to be held at PP by Ocean Conservation Trust on 30 Oct.</p>
Communication	<p>Environmental section published within new website.</p> <p>SEPO exploring interactive environmental trail around town.</p> <p>'We are the Ocean' banner locations being explored.</p> <p>Town Council entry into Cornwall Sustainability Awards.</p>	<p>Cornwall Sustainability Awards being hosted at NMM on 9 December. Home - Cornwall Sustainability Awards</p>
Other	<p>Wildlife beds in New Cemetery planted on 16 Oct.</p> <p>Emergency plan (incorporating flood plan) completion will be passed to the Town Team to be finalised and issued to limited audience.</p> <p>Entered for NALC Award – Climate Response. Finalists to be announced December 2024.</p>	
Recycling	<p>Redundant IT equipment recycled via local Truro company.</p>	<p>New waste service roll out to mid West area 5 (2025) has been confirmed for March 2025.</p> <p>Work with CC to promote.</p> <p>CC roadshow to be held at Library on 9 Dec.</p>
Budget	<p>£8,000 allocated in 2024/25 budget;</p> <p>£800 committed to Library LED replacement</p>	

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

Appendix 1 – Green Libraries 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 Green Libraries Week.

This was promoted via our social media channels, posters throughout town and through partner organisations.

FALMOUTH LIBRARY
FALMOUTH TOWN COUNCIL

Every library, a green library!
07-13 Oct 2024

Green Libraries Week

Drop in to Falmouth Library and learn more about what our community is doing to conserve and protect the environment and how you can play your part.

Monday 7 October
Recycling/Waste
9am - 11.30am
Talk all things recycling with Falmouth Town Council's officers.
1pm - 3.30pm
Cornwall Council's recycling team will answer questions and advise.

Thursday 10 October
Food
9am - 11.30am
Fairtrade Falmouth will be sharing where to buy sustainable produce.
1.30pm - 3.30pm
Have a chat with Active Cornwall about healthy eating on a budget.

Wednesday 9 October
Energy
9am - 11.30pm
Community Energy Plus will be giving money saving tips & invaluable eco energy advice.
Make your own draft excluder with Transition Falmouth who will also be on hand to offer tips on upcycling and repurposing to help you save money on your energy bills.

Friday 11 October
Biodiversity
9am - 11.30am
Nature Recovery. Find out what's going on and what you can contribute.
1.30pm - 3.30pm
Ocean Conservation Trust will run through their seagrass restoration story.

Environment
3pm - 5.30pm
Take part in a litter pick in and around Prince of Wales Pier and its tidal beaches. Just a short walk from the library, meet at the Market Strand end of the Pier at 3pm.

Saturday 12 October
Wildlife
11am - 12.30pm
Join in with our library workshop and make something wild using sustainable materials.

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



The afternoon session was run by Cornwall Council's Recycling team who were able to talk to people about the new waste contract which is due to be introduced to Falmouth in early 2025.



On Wednesday we welcomed Transition Falmouth, who talked about small things householders can do to reduce their energy use and therefore bills over the winter months.



Inside the library itself CEP were promoting sustainable energy with advisors encouraging people to consider ways to save energy and turn it green. They booked three home visit.

Thursday's theme was food and we were joined by Fairtrade in the morning and the Health Cornwall team + Falmouth Food Coop in the afternoon.



By Friday, we started to engage our residents with the idea of biodiversity with the FAL SAC team talking about all the activities they engage with on the ocean. And the afternoon session was run by Ocean Conservation Trust who have several seagrass projects underway on the Fal estuary.

Saturday's workshop was wildlife themed to encourage younger members of our society to remember that they are important too.



Appendix 2 – Love where you live Litterpick

Successful at seven locations across Falmouth with over 90 participants

 Falmouth Town Council, UK
4d · 🌐

🌍 A BIG thank you to everyone who supported our Love Where You Live Litterpicks that took place across seven different locations in Falmouth last Wednesday! 🍷🗑️

Over 90 volunteers, including local schools, businesses, and community groups, came together to help keep our town clean and tidy. 🌱

A special mention for the amazing Year 7s and Year 10s from Falmouth School for doing such a sterling job at Trescobas Park! 🙌👏

Litterpicks took place at:

- 📍 Swanvale Green Corridor
- 📍 Trescobas / Lambs Lane
- 📍 Oakfield / Acacia Road
- 📍 Beacon
- 📍 Old Hill
- 📍 Prince of Wales Pier
- 📍 The Terraces

Thanks also to [Plastic Free Falmouth](#) , [Clean Cornwall](#) , [Friends of Tregonnigie Woodland](#) ,[The Pier Master at Prince of Wales Pier](#) , [Dracaena Centre](#) , [Devon & Cornwall Police](#) , [Cornwall Housing](#) , [Seasalt Cornwall](#) , [Specsavers](#) (Falmouth branch), [INDIdog](#) and [Heather & Lay](#) for your support!

Stay tuned for more community litterpicks on <https://www.cleancornwall.org/litter-picks> and/or follow Plastic Free Falmouth's Facebook page.

[#LoveWhereYouLive](#) [#FalmouthCleanUp](#) [#FalmouthTownCouncil](#) [#PlasticFreeFalmouth](#) [#CleanCornwall](#) [#CommunityAction](#) [#KeepFalmouthBeautiful](#) [#LitterFreeFalmouth](#) [#TeamFalmouth](#) [#FalmouthSchool](#) [#lovefalmouth](#) [#falmouth](#) [#aberfal](#)



 56

8 comments 6 shares

Appendix 3 – Renewable Electricity supply to all buildings



Zero Carbon Certificate

British Gas Trading Ltd certifies that 100% of electricity supplied by British Gas to

Falmouth Town Council
2200030104044

will be backed by a mix of **Renewable Energy Guarantees of Origin** and **nuclear declarations** for the period:

From:

1 October 2024

To:

30 September 2025

A handwritten signature in black ink, appearing to read "Matt Wood".

Matt Wood
Director, British Gas Business

SALE/GEC/002



TOWN OF FALMOUTH

REGULATIONS – LAWN CEMETERY

In accordance with the Local Government Act 1972, Schedule 26 and the Local Authorities Cemeteries Order 1977, the Falmouth Town Council being the Burial Authority for the Parish of Falmouth resolved at their meeting on 21st January, 1991 that the following Regulations will operate with regard to the erection of monuments, headstones and the provision of flower vases in the Falmouth Lawn Cemetery situated at Swanpool Road, Falmouth.

For the purpose of these regulations, 'The Council' means Falmouth Town Council and 'Memorial' means any headstone, monument, cross, flatstone, kerbing or any other erection placed for the purpose of a memorial over any grave.

1. General Information

- 1.1 No headstone shall exceed the erected height above ground level of 760mm and the width shall not be greater than 840mm.
- 1.2 No headstone shall exceed 152.4mm in thickness and the plinth 915x305mm.
- 1.3 The foundation measurements of the headstone shall not exceed NAMM / BRAMM regulations.
- 1.4 All memorials and foundations must be completed in accordance with British Standard 8415.
- 1.5 To permit the Cemetery to be laid out and maintained on the lawn-type principles, there shall be no kerbstones, planting or other ornamentation in front of the plinth on graves.
- 1.6 No planting of flowers or shrubs shall be carried out except between the headstones and then only within the limits of the width of the plinth thereof and in such manner that the flowers or shrubs shall not overhang or encroach upon the grass area in front of the headstones.
- 1.7 No receptacles other than flower vases (non glass for safety reason) specially designed for the purpose may be placed on grave spaces and then only between the headstone and within the limits of the width of the headstone plinths.
- 1.8 No monuments, headstone or flower vase shall be permitted without the consent of the Council and upon payment of the prescribed fees and deposit of the appropriate application form plus detailed sketch of the memorial (which includes all measurements above and below ground, width and depth of plinth etc.)

- 1.9 The Council reserves the right to remove from any grave any unauthorised items left on or around the grave space. Best efforts will be made to ensure that the owner of the grave will be informed in writing and the items will be retained at the cemetery for collection for 1 month. If the items are uncollected or they have to be removed on more than one occasion, the Council reserves the right to dispose of these items at its discretion without further consultation. It is the grave owner's responsibility to ensure their contact details on record with Falmouth Town Council are kept up to date.
- 1.10 The Council reserves the right to remove and dispose of any floral tributes, plants etc that have withered and died or have become unsightly on any grave. Christmas wreaths will normally be removed by the beginning of February.
- 1.11 All monuments, headstones and flower vases shall remain at the sole risk of the owners of the graves and the Council shall not be responsible for any damage or breakage which may occur to the same. No memorials of any description will be allowed to be taken from the Lawn Cemetery except by a permit issued by the Burial Officer.
- 1.12 Wooden crosses are permitted as temporary grave markers until such time as you decide to place a permanent memorial, then the temporary grave marker should be removed. An application form for all proposed temporary memorials must be submitted to Falmouth Town Council for approval and all appropriate fees paid, prior to any works being undertaken on site. This form will usually be submitted by an accredited Memorial Mason and should include measurements of the temporary memorial.
- 1.13 Only one headstone / memorial per grave space is allowed and must be in accordance with the Council's Memorial Regulations.
- 1.14 To ensure all memorial works comply and conform to BS8415 Standards all permanent memorials are to be constructed and installed by a Monumental Mason who is accredited to the British Registration of Approved Monumental Masons Scheme (BRAMM) or National Association of Memorial Masons (NAMM) to include registration on the Register of Qualified Memorial Fixers (RQMF).
- 1.15 No work is to take place in the cemetery before 8.30 a.m. and after 5.00 p.m. or sunset (whichever is sooner) unless agreed otherwise by the Cemetery Operative. No work will take place on Saturdays, Sundays or any bank or public holidays, except by agreement with the Council. Monumental Masons will be required to suspend work for the duration of a funeral.
- 1.16 Any damage done in connection with the erection of a memorial must be made good by the person erecting the memorial and the site left in a safe and tidy condition.
- 1.17 The responsibility for the safety and upkeep, including repairs to any gravestone or memorial remains solely with the owner(s) of the grave or their successor(s) in title.
- 1.18 The Council will make regular checks of memorials in accordance with its Memorial Safety Policy. Any memorial found to be unstable will be made safe by Falmouth Town Council staff.. This may include being sunk into the ground vertically, laid flat, cordoned off, stake and banded, covered with yellow tape to warn visitor of a danger. The Council reserves the right to sink memorials into the ground or lay flat unsafe memorials at its discretion if the owner or successor cannot be found or refuses to arrange repairs.

2. Erection of a Headstone / Memorial

- 2.1 A permanent memorial can be erected on a new grave 12 months after the burial has taken place to allow for the ground to settle.
- 2.2 An application form for all proposed memorials and inscriptions must be submitted to Falmouth Town Council for approval and all appropriate fees paid, prior to any works being undertaken on site. This form will usually be submitted by an accredited Memorial Mason and should include detailed sketch and measurements of the memorial.
- 2.3 No memorial is to be installed unless a permit has been granted. On receipt of permit accredited Monumental Masons to liaise with the Cemetery Operative, when to attend the site to undertake the work, check the permit detail with him, and agree with him the correct grave/permit location before commencing any work or removing any memorial.
- 2.4 The responsibility for the safety and upkeep, including repairs to any gravestone or memorial remains solely with the owner(s) of the grave or their successor(s) in title and the Council recommends that grave owners obtain a guarantee from the Memorial Mason for all work they carry out and arrange for the Memorial Mason to check the memorial for defects every 5 years.
- 2.5 Repairs to memorials are to be carried out by an accredited Memorial Mason. An application for permission to carry out repairs should be submitted to the Town Council.
- 2.6 All memorials (including memorials being re-fixed after a burial has taken place and those found to be unsafe after memorial testing has taken place) are to be fixed in line with the National Association of Memorial Masons (NAMM) approved standard and code of safe working practice. This states the minimum requirements for the fixing of memorials.
- 2.7 If an additional inscription involves the supply and fixing of a new plinth or further section of stone then a sketch of the proposed stonework showing details is to be supplied and approved by the Council as per 2.1 above.
- 2.8 Additional 'free-standing' / unattached plinths or non-fixed stonework etc will not be permitted.
- 2.9 Pursuant to the Local Authorities Cemeteries Order 1977 the Town Council reserves the right to remove any unauthorised memorial.
- 2.10 Any unauthorised work is undertaken at the persons own risk.

3. Exclusive Rights of Burial

- 3.1 By Article 10(6) of the Local Authorities Cemeteries order 1977, no body must be buried, or cremated remains interred or scattered, in or over any grave or vault in which an exclusive right of burial for the time being subsists except by, or with the consent in writing of, the owner(s) of the right.
- 3.2 The lease period for granting of Exclusive Rights of Burial is 100 years and the grant can be issued in single or joint ownership (up to a maximum of three individuals)
- 3.3 The Exclusive Rights of Burial must be purchased before a memorial can be placed on a grave space.

- 3.4 Written consent for any memorial works is required from the owner(s) of the Exclusive Rights of Burial to be submitted to the Council. In the case of multiple ownership all signatures will be required to erect a memorial.
- 3.5 Transferring of Exclusive Rights of Burial may be assigned by Deed or bequeathed by Will for which sight of a legal document is required by the Council. A Form of Assignment is issued by the Council at the time of purchase of the Exclusive Rights of Burial. Further information regarding the procedure for the transfer of ownership during the life of the registered owner can be obtained from the Council Office.

4. Vandalism

- 4.1 The Council does not accept any liability in the event of the memorial being vandalised.

5. Safety of Memorials

- 5.1 Under the provisions of the Health and Safety at Work Etc Act 1974 and associated legislation and in accordance with the Local Authorities' Cemeteries Order, 1977, the Council is obliged to assure safety within the Cemetery and to have a documented memorial inspection programme in place. The inspection programme will identify unsafe memorials and ensure that they are made safe by whichever method is appropriate. There is also a requirement for the Authority to ensure that new memorials are properly and securely erected to ensure long-term safety of visitors to the cemetery.
- 5.2 The Council will carry out a programme of regular checks of memorials in accordance with its Memorial Safety Policy. When a memorial has been identified as unsafe at any time the Council has a legal right and obligation, under the Local authority Cemetery Order 1977, to remove any danger immediately and the memorial will be sunk into the ground vertically or laid flat to make it safe. We will make every effort to contact the Exclusive Right holder, requesting them to carry out the necessary repair. Further information on this programme of memorial safety testing is available from the Council Offices.
- 5.3 The Council reserves the right to sink memorials into the ground, lay flat or remove unsafe memorials at its discretion if the owner or successor cannot be found or refuses to arrange repairs.

6. Opening of Adjacent Graves

When a grave is prepared the excavated soil is placed to the side of the grave. If there is unused land to the side of the grave then the soil will be placed there. However when opening a grave between two existing graves, it may be necessary to place the soil on one of the adjacent graves. The surface of the grave will be protected by boards and the soil placed on them and after the burial has taken place the whole area will be cleared and left in a neat and tidy state.

Occasionally it will be necessary to remove a memorial for health and safety reasons and/or access for excavation. The Council will contact the Exclusive Right holder in these circumstances to inform them and the Council would cover the cost of the removal and re-fixing of the memorial after the burial has taken place.

7. Review and Amendment of Regulations

- 7.1 These Regulations form part of the Regulations and Scale of Fees and Charges applicable to the management of the Falmouth Cemeteries under the jurisdiction of the Falmouth Town Council who reserve the right to alter or vary the foregoing Regulations or to deviate therefrom in any particular instance if it shall appear to the Council desirable so to do.

A.M. WILLIAMS

Town Clerk

Falmouth Town Council
The Old Post Office
The Moor
Falmouth
TR11 3QA

Tel: 01326 315559



TOWN OF FALMOUTH **REGULATIONS - GARDEN OF REMEMBRANCE**

In accordance with the Local Government Act 1972, Schedule 26 and the Local Authorities Cemeteries Order 1977, the Falmouth Town Council being the Burial Authority for the Parish of Falmouth resolved at their meeting on the 21st January, 1991 that the following Regulations will operate with regard to the interment of cremated remains and erection of memorials in the Garden of Remembrance Phase V and Phase VII, Falmouth Lawn Cemetery situated at Swanpool Road, Falmouth.

For the purpose of these regulations, 'The Council' means Falmouth Town Council and 'Memorial' means any headstone, monument, cross, flatstone, kerbing or any other erection placed for the purpose of a memorial over any grave.

1. General Information

- 1.1 Following the first interment of cremated remains, a flat memorial stone shall be permitted upon payment of the prescribed fee and that the overall height will not protrude above ground level.
- 1.2 The flat stone will measure 610mm by 610mm in materials of slate, granite or portland stone but not marble or such similar material.
- 1.3 The flat stone shall not exceed 152mm in thickness with no part above ground level.
- 1.4 The flat memorial stone will be fixed end to end to the adjacent memorial flat stone.
- 1.5 The flat memorial stone measuring 610mm by 610mm may have, within that prescribed area, a circular flower container hole and any attachment thereto to protrude no more than 76mm above the surface.
- 1.6 No floral holder or other type of attachment may be placed outside the prescribed area of 610mm by 610mm.
- 1.7 The Council reserves the right to remove from any grave any unauthorised items left on or around the grave space. Best efforts will be made to ensure that the owner of the grave will be informed in writing and the items will be retained at the cemetery for collection for 1 month. It is the grave owner's responsibility to ensure their contact details held by Falmouth Town Council are kept up to date. If the items are uncollected or they have to be removed on more than one occasion, the Council reserves the right to dispose of these items at its discretion without further consultation.
- 1.8 The Council reserves the right to remove and dispose of any floral tributes, plants etc that have withered and died or have become unsightly on any grave. Christmas wreaths will normally be removed by the beginning of February.

- 1.9 The plots within the Garden of Remembrance will not permit purchase out of rotation.
- 1.10 It will be a condition of purchase that the purchaser of the plot will be liable for the insurance of the flat headstone.
- 1.11 The purchase of the area in accordance with the prescribed fee will permit no more than two interments.
- 1.12 If the applicant does not wish to place a flat headstone on the plot, then the applicant is responsible for the upkeep of the area and is liable to do so.
- 1.13 No flat memorial stone shall be permitted without the consent of the Council and upon payment of the prescribed fees and deposit of the appropriate application form plus detailed sketch of the memorial which will include all measurements with regard to the depth of the memorial and the position of the flower container hole and inscription proposed.
- 1.14 All flat memorial headstones inclusive of floral holders (non glass for safety reasons) shall remain at the sole risk of the purchaser and the Council shall not be responsible for any damage or breakage which may occur to same.
- 1.15 No flat memorial headstones will be permitted to be taken from the Garden of Remembrance, except by order of Falmouth Town Council or the appropriate Officer.
- 1.16 Only one flatstone / memorial per grave space is allowed and must be in accordance with the Council's Memorial Regulations.
- 1.17 To ensure all memorial works comply and conform to BS8415 Standards all permanent memorials are to be constructed and installed by a Monumental Mason who is accredited to the British Registration of Approved Monumental Masons Scheme (BRAMM) or National Association of Memorial Masons (NAMM) to include registration on the Register of Qualified Memorial Fixers (RQMF).
- 1.18 No work is to take place in the cemetery before 8.30a.m. and after 5.00p.m. or sunset (whichever is sooner) unless agreed otherwise by the Cemetery Operative. No work will take place on Saturdays, Sundays or any bank or public holidays, except by agreement with the Council. Monumental Masons will be required to suspend work for the duration of a funeral.
- 1.19 Any damage done in connection with the erection of a memorial must be made good by the person erecting the memorial and the site left in a safe and tidy condition.
- 1.20 The responsibility for the safety and upkeep, including repairs to any gravestone or memorial remains solely with the owner(s) of the grave or their successor(s) in title.
- 1.21 The Council will make regular checks of memorial in accordance with its Memorial Safety Policy.

2. Erection of a Flatstone / Memorial

- 2.1 An application form for all proposed memorials and inscriptions must be submitted to Falmouth Town Council for approval and all appropriate fees paid, prior to any works being undertaken on site. This form will usually be submitted by an accredited Memorial Mason and should include detailed sketch and measurements of the memorial.
- 2.2 No memorial is to be installed unless a permit has been granted. On receipt of permit accredited Monumental Masons to liaise with the Cemetery Operative, when to attend the site to undertake the work, check the permit detail with him, and agree with him the correct grave/permit location before commencing any work or removing any memorial.

- 2.3 The Council recommends that grave owners obtain a guarantee from the Memorial Mason for all work they carry out and arrange for the Memorial Mason to check the memorial for defects every 5 years.
- 2.4 The Council carries out regular inspections of memorials and reserves the right under current Health and Safety legislation to 'make safe' any defective memorials found in accordance with its Memorial Safety Policy.
- 2.5 All memorials (including memorials being re-fixed after a burial has taken place and those found to be unsafe after memorial testing has taken place) are to be fixed in line with the National Association of Memorial Masons (NAMM) approved standard and code of safe working practice. This states the minimum requirements for the fixing of memorials.
- 2.6 If an additional inscription involves the supply and fixing of a new plinth or further section of stone then a sketch of the proposed stonework showing details is to be supplied and approved by the Council as per 2.1 above.
- 2.7 Additional 'free-standing' / unattached plinths or non-fixed stonework etc will not be permitted.
- 2.8 Repairs to memorials are to be carried out by an accredited Memorial Mason. An application for permission to carry out repairs should be submitted to the Town Council.
- 2.9 Pursuant to the Local Authorities Cemeteries Order 1977 the Town Council reserves the right to remove any unauthorised memorial.
- 2.10 Any unauthorised work is undertaken at the persons own risk.

3. Exclusive Rights of Burial

- 3.1 By Article 10(6) of the Local Authorities Cemeteries order 1977, no body must be buried, or cremated remains interred or scattered, in or over any grave or vault in which an exclusive right of burial for the time being subsists except by, or with the consent in writing of, the owner(s) of the right.
- 3.2 The lease period for granting of Exclusive Rights of Burial is 50 years and the grant can be issued in single or joint ownership (up to a maximum of three individuals).
- 3.3 The Exclusive Rights of Burial must be purchased before a memorial can be placed on a grave space.
- 3.4 Written consent for any memorial works is required from the owner(s) of the Exclusive Rights of Burial to be submitted to the Council. In the case of multiple ownership all signatures will be required to erect a memorial.
- 3.5 Transferring of Exclusive Rights of Burial may be assigned by Deed or bequeathed by Will for which sight of a legal document is required by the Council. A Form of Assignment is issued by the Council at the time of purchase of the Exclusive Rights of Burial. Further information regarding the procedure for the transfer of ownership during the life of the registered owner can be obtained from the Council Office.

4. Vandalism CLASSIFICATION: DRAFT- NOT YET RATIFIED BY COUNCIL COMMITTEE

4.1 The Council does not accept any liability in the event of the memorial being vandalised.

5. Safety of Memorials

5.1 Under the provisions of the Health and Safety at Work Etc Act 1974 and associated legislation and in accordance with the Local Authorities' Cemeteries Order, 1977, the Council is obliged to assure safety within the Cemetery and to have a documented memorial inspection programme in place. The inspection programme will identify unsafe memorials and ensure that they are made safe by whichever method is appropriate. There is also a requirement for the Authority to ensure that new memorials are properly and securely erected to ensure long-term safety of visitors to the cemetery.

5.2 The Council will carry out a programme of regular checks of memorials. Further information on this programme of memorial safety testing is available from the Council Offices.

5.3 The Council reserves the right to remove unsafe memorials at its discretion if the owner or successor cannot be found.

6. Review and amendment of Regulations.

6.1 These Regulations form part of the Regulations and Scale of Fees and Charges applicable to the management of the Falmouth Cemeteries under the jurisdiction of the Falmouth Town Council who reserve the right to alter or vary the foregoing Regulations or to deviate therefrom in any particular instance if it shall appear to the Council desirable so to do.

A.M. WILLIAMS

Town Clerk

Falmouth Town Council

The Old Post Office

The Moor

Falmouth

TR11 3QA

Tel: 01326 315559

FALMOUTH TOWN COUNCIL

Minutes of a meeting of the Cultural Services and Leisure Committee held on 13th November 2024 at 6:00 pm in the Atherton Suite, The Old Post Office, The Moor, Falmouth TR11 2RT.

Present: Councillors E E Seiler (Chair) L D Coley (Vice Chair), D V Evans BEM, D A Konik, T M Pearce, J M Spargo and Z Young

Also present: Councillor D W Saunby CC

Attendance: A M Williams (Town Clerk)
M Palmer-Williams (General Manager, Princess Pavilion)
V Rogers (Administrative Officer)
H Attree (Administration 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.

A1006 APOLOGIES

An apology for absence was received and approved from Councillors G F Evans (trustee meeting).

A1007 INTERESTS AND DISPENSATIONS

None received.

A1008 MINUTES

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

RESOLVED that the Part I minutes of meeting held on 11th September 2024 be confirmed as a correct record of the proceedings and signed by the Chair.

A1008 TOWN MANAGER REPORT

The Town Clerk presented the Town Manager's report which was duly noted and forms part of these minutes.

A1009 CULTURAL SERVICES REPORT

The Town Clerk presented the Cultural Services Director's Part I report which was duly noted and forms part of these minutes.

The Committee noted the positive feedback that had been received regarding the planned talks in the Art Gallery.

A1010 PRINCESS PAVILION REPORT

The General Manager, Princess Pavilion presented his Part I report which was duly noted and forms part of these minutes.

The General Manager further updated members on the Community Ownership Fund improvements including flooring which would need to maintain the existing character whilst having longevity, which he would update Committee members on. He also further reported upon staffing and recruitment matters and current policy regarding uniform.

A1011 EXCLUSION OF THE PRESS AND PUBLIC

It was proposed by Councillor Spargo, seconded by Councillor Young and

RESOLVED that in view of the confidential nature of contractual matters and personal information, it is advisable, in the public interest that the press and public, be excluded from the meeting.

Events

- Remembrance Sunday

This is all planned and in place for the Sunday. The usual with security, 4x4, Coast Medic and town council staff. The parade will move through the lower end of the park and Richard's Builders will be clearing a safe path through the works with crowd barriers destinating the route.

- St Michaels Oyster Weekend

As there is no main Oyster Festival taking place this year as mentioned on the previous report there will however be an event at St Michael's Resort, further details below:

St Michaels have sponsored the Falmouth Oyster Festival for over 20 years. It's a key event in Falmouth's community and a tradition that runs deep in the local area. Expect live music from the Oggymen, Will Keating, Soul Sensations, the Military Wives Choir and many more as well as foodie demonstrations from esteemed chefs Jude Kereama, James Strawbridge, Hylton Espey and more.

Entry will be free until 6pm, with evening tickets available to purchase in advance or on the door for a £2 contribution to charity.

- Christmas Lights Switch-On 28th Nov

On Thursday 28th November, the streets of Falmouth will fill with festive fun at this years Christmas Light Switch-On event!

The evening will begin with a performance by Sing Choir on The Moor stage while the parade, led by Kernow Pipes and Drums, makes it's way through town from Events Square.

Compered by Neil and Saffy from Hits Radio Cornwall, expect performances from five local schools while tucking into your churros and hot drinks.

The person nominated to switch-on the Christmas lights will push the plunger and illuminate Falmouth at 7pm. Rock Choir will be rounding off the evening with an energetic performance to get everyone singing along.

- Christmas Tree Festival 1st Dec -2nd Jan

The grand switch-on event for the Falmouth Christmas Tree Festival, kindly sponsored by [A&P Falmouth](#), takes place on Sunday 1st December with plenty of festive celebrations. There will be evening entertainment and Christmas themed refreshments available.

Community groups from in and around Falmouth will each decorate a tree with a chosen theme.

The 'Tree of Wishes' will again be available for people to remember loved ones or make a wish for the future. All donations will go to a nominated charity.

The trees will be open to view until the 2nd January so if you can't make the grand switch on, make sure you find time to appreciate this spectacle.

- The Poly's Christmas Market 6th-8th Dec

At The Poly you will find a selection of unique crafts created by local people, giving you the chance to find that perfect gift. So come along and soak up the atmosphere in our beautiful Grade II Listed building and combine your shopping trip with some warming refreshments in Uppe cafe.

The Poly's Christmas Market 2024

Friday 6th December, 11am to 5pm

Saturday 7th December. 10am to 5pm

Sunday 8th December, 11am to 4pm

- Falmouth's Festive Weekend 7th & 8th Dec

Attached is the detailed flyer including the wide variety of activities that we have planned throughout the town.

What's On Where?

11AM - 5PM THROUGHOUT FALMOUTH



The Moor

SNOW GLOBE - £2PP

Family fun in the snow globe photo attraction!

FUN CHILDREN'S RIDES - £1PP

Have a go on the children's vintage rides!

**MIRACLE THEATRE'S REAL FATHER
CHRISTMAS - FREE (SAT ONLY)**

Donate a gift to a family in need and share your Christmas list with Santa.

FALMOUTH MARKET - FREE

Come and visit the market and stock up on locally produced gifts for family and friends.

LIVE MUSIC STAGE - FREE

Come and watch Falmouth's fantastic performers sing your favourite carols.

**FALMOUTH ART GALLERY - FREE
(SAT ONLY 10AM-4PM)**

Enjoy mince pies, self-led card crafting and family workshops. Gallery shop will be open!

Events Square

ARTIFICIAL ICE RINK - £2PP

An extremely popular attraction that's great fun for the whole family!

CURLING LANE - £2PP

Try out this great attraction for some laid back fun and friendly competition!

CHRISTMAS MARKET MARQUEE - FREE

A wide variety of local traders selling their handcrafted wares!

SANTA'S GROTTTO - £2PP (12PM-3PM)

Father Christmas will be making a special trip to Falmouth this year in time for the Festive Weekend!

**NATIONAL MARITIME MUSEUM
CORNWALL - FREE**

Explore the NMMC with free entry over Falmouth's Festive Weekend.

Through Town

SNOWY STREETS - FREE

Head to Church Street for some wintry fun!

THE FESTIVE LAND TRAIN - £2PP

Stopping at The Moor and Events Square, all aboard for Christmas cheer!

THE POLY MARKET - FREE

A weekend full of beautiful crafts and festive cheer!

CASH & CARD PAYMENTS AVAILABLE, £4 MINIMUM CARD SPEND
FOR MORE DETAILS VISIT FALMOUTH.CO.UK



FALMOUTH
Business Improvement District (BID)



**FALMOUTH
TOWN COUNCIL**

- Christmas production at the Pavilion 14th Dec – 4th Jan

The nights are long; the winter wind rattles the windows; outside the moon glints on the frozen puddles. Time to stoke up the fire, huddle round the comforting flames, sing some songs and enjoy a gripping story of foolishness and greed, magic and morality. Miracle Theatre is excited to bring you *Duffy and the Stiltskin* – a new take on an ancient Cornish folk tale. Told with the company's trademark blend of comedy, music, physical theatre and sharp writing, the show follows the young Duffy on a fantastical adventure, through which she learns the surprising fact that life can sometimes be too easy, and some offers are too good to be true!

Gather round for a spellbinding story, with huge heart, full of fun and delight for all ages.

Approx running time: 2 hours including interval

- Fire Stations' Christmas Grotto 15th-16th Dec

Falmouth Fire Station is set to transform into a festive wonderland on the 15th & 16th December, from 4:30 to 7:30 pm, as it hosts a magical Drive-Through Christmas Grotto. This unique event promises to bring joy and festive spirit to the community, all while supporting a noble cause.

Santa Claus himself is flying in specially to hand out small gifts to the little ones and wish them a very merry Christmas. Families can drive through the beautifully decorated station grounds, experiencing the enchanting sights and sounds of Christmas, all from the comfort of their cars.

This festive event aims to raise funds for The Firefighters Charity, supporting the brave men and women who dedicate their lives to keeping our community safe. Attendees are encouraged to contribute to this worthy cause, ensuring that the spirit of giving extends beyond the festive season.

Join them on 15th & 16th December for an evening filled with holiday magic, goodwill, and the spirit of giving.

Falmouth Fire Station is located on Trescobeas Road, and the event runs from 4:30 to 7:30 pm.

- Cornish Cinema Club at Pendennis Community Centre 19th-22nd Dec

Join us at Pendennis Community Centre for a magical experience featuring a selection of festive films for all ages. Whether you're looking to relive your favourite Christmas classics or discover new holiday favourites, there's something for everyone.

Bring your family, friends, and loved ones to this unique outdoor movie experience, where you can enjoy the festive atmosphere from the comfort of your car. Snuggle up with blankets, sip on hot chocolate, and enjoy the twinkling lights as you get into the Christmas spirit.

Movies will be shown on our state-of-the-art LED screen spanning an impressive 8 meters in width and 4 meters in height, creating a visually stunning display that's hard to miss. With its expansive size, the all weather screen provides crystal-clear resolution and vibrant colours in breathtaking clarity.

Thursday 19th Dec

16:30 The Santa Clause (1994) 19:30 Home Alone 1

Friday 20th Dec 16:30 How The Grinch Stole Christmas (2000) 19:30 Home Alone 2

Saturday 21st December 13:30 Arthur Christmas 16:30 Elf 19:30 The Holiday

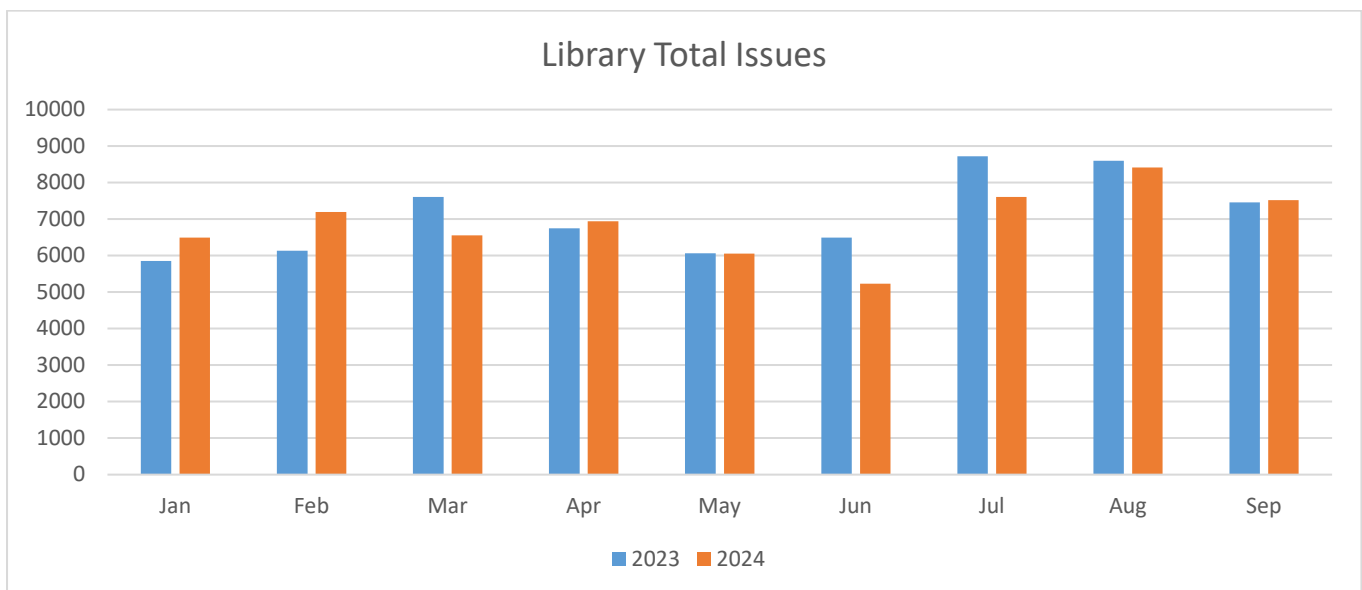
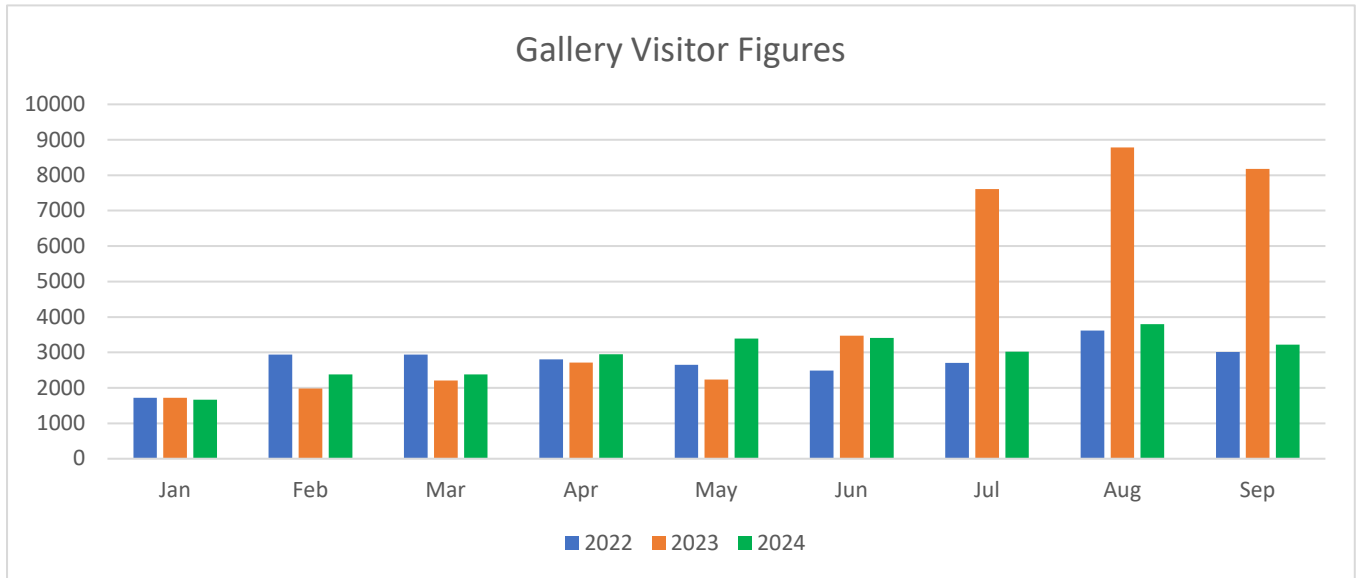
Sunday 22nd December 13:30 Polar Express 16:30 Elf 19:30 Love Actually

- Harmony Choir 24th Dec

The Falmouth Harmony Choir will once again fill the streets of Falmouth with festive song as they have done for over 100 years.

On Tuesday 24th December, choirs from across Cornwall will congregate near Five's Cyderhouse, Grove Place, Falmouth before leaving at approximately 10.30am, making their way through town, charming the crowds with their Cornish songs and carols, before finishing at The Moor at around 1pm.

Part 1



Activity Report

- The Gallery’s open exhibition, *Imagine Falmouth* has opened, with over 300 people attending the preview. It has been well attended in the first three weeks. One work from the exhibition, of the Council Chamber by Falmouth artist Chris Tate, is being acquired by the Mayor for the civic collection. The show runs until 18th January, and the people’s choice prize remains open throughout for visitors to vote for their favourite work, which will be announced after the show closes.

- The Gallery also currently have on display a selection of works by the surrealist photographer Lee Miller, which coincides with the release of the biopic film about her and consequently has proved extremely popular with visitors.
- The Gallery and Library's half term activities proved popular with young visitors, with approximately 150 people attending the Gallery crafts and 38 attending the library one.
- The library held their first autumn author talk on 11th September with local author Paula Rooney, with 18 people attending.
- There is now a small electrical appliance recycling point in the Municipal Building foyer provided through Cornwall libraries. This is a trial which is running until January when longer-term provision will be reviewed.

Upcoming and current events & exhibitions

14th Sep – 11th Jan	Exhibition – Falmouth and the Surrealists	Displaying our archive of work by iconic photographer Lee Miller and others to coincide with release of biopic film.
12th Oct – 18th Jan	Exhibition - Imagine Falmouth	Our open show displaying a wide selection of art styles from artists of all ages.
4th – 8th Nov	Talk Money Week	South West Water will be available in the lobby to offer advice on water bills on Monday 4 th November, and Barclays will be available throughout the week for debt and other financial advice.
Wed 6th Nov, 2:30pm	Author Talk	Library talk with author Elaine Johns
Sat 9th Nov, 10am-4pm	Fun Palaces	A whole-building takeover showcasing local organisations working in the arts and sciences, including the Ocean Conservation Trust, Source FM, Falmouth food co-op and Allen & Heath.
Tue 26th Nov 10am-12pm	National Tree Week Sapling giveaway	Cornwall Libraries is giving away 200 baby trees from the lobby – free for the public to take away.
Sat 7th Dec, 10am-4pm	Christmas Activities	Crafts and activities to coincide with the Town's festive weekend, including choir performance.
Mon 9th Dec	Cornwall Council Waste Transition Team stall	Cornwall Council's Waste Transition Team will be available in the lobby to advise visitors on the new

		food waste, recycling and rubbish service being rolled out across our area.
Thu 19th & Fri 20th Dec, 2-4pm	Santa's Grotto in the Library	Featuring our own Cllr Eva in the starring role.

Objective Setting

Short, Medium and Long Term Planning				
	Objective	Date for completion	Progress	Notes
Short Term - next 12 months	Develop a Cultural Strategy	15.01.2025		Delayed by change in collections manager, will be submitted for sign off once collections policies have been finalised. Expected completion date revised to reflect this.
	Meeting room for community use	30.08.2024		Due to building leak this room has had to be repurposed to store office contents while landing office is out of action.
Medium Term 2-4 years	Building redevelopment			No further update
Long Term 5+ years	Reconfiguring layout of Municipal buildings			Start to coincide with 50th anniversary of Gallery opening in MB in 2028; Assess feasibility of Museum service
	Large public art / multi-media installation at Prince of Wales Pier			Consider Automata civic art piece for public display

Decision required: To review progress and approve the report.

Princess Pavilion – General Manager’s Part I Report –November 2024

The Pavilion is moving into our annual quiet time before it picks up again for Miracle Theatres 24 date run that we have secured for this year.

Events:

<https://www.falmouthtowncouncil.co.uk/princesspavilion/music/>

Theatre:

<https://www.falmouthtowncouncil.co.uk/princesspavilion/theatre-dance/>

Community:

<https://www.falmouthtowncouncil.co.uk/princesspavilion/community-groups-2/> (please note, this does not include all of our community group usage, and we are still providing space for a number of other groups not published on the internet.

We are seeing an increase in community use of The Pavilion with more groups using our spaces that include home schooling sketch club, cancer support group, meditation group (using the quarry garden) Gylly beach wellbeing swimmers.

We are also providing a venue for one off S.E.N group theatre performances.

Site Improvements through Community Ownership Fund Grant:

Solar

Our solar installation will have begun by the time Cultural Services committee meet.

Insulation

The facilities team gained loft access and after surveying the roof have confirmed we have insulation in the roof. This means that we can direct funds from the community ownership fund towards further insulation on site.

Heat pumps

The contract for the heat pumps has been awarded and will have had their second site inspection by the time Cultural Services meets.

Band stand painted

The band stand has been painted again and looks great. We will keep doing this and hopefully look at further work next year on the band stand and a possible renovation/refurb.

Power unit on wall

We have a power outlet now available so we can supply larger events or events with multiple traders in a more efficient manner.

Floor

After consulting multiple trades people, we believe that it could be possible to sand down the garden room and lobby instead of replacing the floor, which will hopefully reduce the cost greatly

Lighting desk upgrade

We have ordered an new digital lighting desk. This desk brings the Princess Pavilion's lighting equipment up to date and a professorial level.

Chas Palmer-Williams
General Manager

FALMOUTH TOWN COUNCIL

Minutes of a Meeting of the Planning & Licensing Committee held on Monday 30th September 2024 in the Atherton Suite, The Old Post Office, Falmouth at 6.00 pm.

Present: Councillors S D Eva, D Clegg, G F Evans MBE, A J Jewell CC, Ross and J Spargo.

In Attendance: E Middleditch (Administration Officer)
H Attree (Administrative Assistant)
J Ayres (Cream Cornwall Ltd)

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 meeting is a public one and there may be recordings of your participation.

P6245 APOLOGIES

An apology for absence was received and approved from Councillor Magowan CC (family commitments).

P6246 INTERESTS AND DISPENSATIONS

None.

P6247 MINUTES

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

RESOLVED that that the minutes of the Planning and Licensing Committee held on 9th September 2024 be approved as a correct record of the proceedings and signed by the Chair.

P6248 PLANNING APPLICATIONS

Members considered a list of planning applications which had been commented on by the Chair and Vice-Chair, under the delegated procedure agreed in accordance with Minute 6/2474 of the meeting held on the 3rd April 2000 and amended by Minute P3017.

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

RESOLVED that the observations set out in Appendix I, which forms part of these minutes be approved and adopted as the observations of the Town Council.

Members considered a list of planning applications not dealt with under the delegated procedure outlined above. The Chair reported in respect of those applications as appropriate.

It was proposed by Councillor Jewell, seconded by Councillor Robinson and

RESOLVED that the Town Council makes the observations set out in Appendix II which forms part of these minutes.

P6249 **APPEAL NOTIFICATION**

Town and Country Planning (Appeals) (Written Representations Procedure) (England) Regulations 2009

Members duly noted appeal decision APP/D0840/W/24/3342304 PA23/05550 - Conversion of ground floor gym to 4. no letting rooms and construction of 6no letting rooms within proposed first and second floor extension. Merchants Manor, Western Terrace, Falmouth. Mr & Mrs N & S Rudlin & Parry-Rudlin. Cornwall Council decision: Refused.

P6250 **HIGHWAYS/TRAFFIC MANAGEMENT/ROAD SAFETY**

Road Traffic Regulation Act 1984 S.14: Temporary Prohibition of Traffic

Members duly noted temporary speed restriction of 20 MPH to allow works to be completed over an area of highway being Hillhead Road, Hill Head, Kergilliack between the property named Higher Kergilliack House and grid reference SW78475 33458 for approximately 670 metres from 25th September 2024 to 31st March 2025 (24 hours).

Members duly noted road closure on Silverdale Road to Swanpool Road via The West Side Of Swanpool, Falmouth from 1st to 3rd October 2024 (24 hours) for Kier on behalf of South West Water to carry out works.

Members duly noted road closure on Bickland Hill, Falmouth from 7th to 8th October 2024 (09:30 to 16:00 hours) for Daniel Eaton at RSK Hi-Line to carry out tree works.

Members duly noted road closure on Bar Lane, Falmouth from 9th to 10th October 2024 (09:00 to 15:00 hours) for Sunbelt Rentals to carry out works.

Members duly noted road closure for the Mayors Civic Parade over an area of highway being High Street, Market Strand, Killigrew Street, Webber Street, Market Street and Church Street, Falmouth for their entire lengths on 13th October 2024 from 10:00 to 13:00 hours.

Members duly noted road closure on Hill Head, Penryn, Hillhead Road, Kergilliack and Kergilliack Road, Falmouth from 4th to 7th November 2024 (09:30 to 15:30 hours) for Sunbelt Rentals to carry out works.

Members duly noted the road closure on A39 between Falmouth Road Roundabout and Roundabout East of Hillhead Farm, Penryn from 7th November 2024 to 8th

November 2024 (19:00 to 06:00 hours) for Ross Strick at Cormac Solutions Ltd to carry out works.

P6251 **DECISION LIST**

Members duly noted a list of recent planning decisions made by Cornwall Council.

P6252 **LICENSING**

Premises License Application

Cream Cornwall Ltd, 51 Church Street, Falmouth

Members duly considered grant to license for sale of retail of alcohol (off sales) Monday to Saturday 0900 hours to 1800 hours and Sundays 1000 hours to 1600 hours. The sale of alcohol to be part of gift set sales only.

The applicant advised that the grant for sale of retail of alcohol was to allow for hamper sales with the inclusion of miniature bottles of gin or rum.

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

RESOLVED that the Council approve the grant to license.

Pavement License

Costa Coffee, 51 Market Street, Falmouth

Members duly considered pavement License renewal in respect of the above that is due to expire on 30th September, 2024. The license holder has applied to renew the license, in exactly the same terms as previously granted, until 30th September, 2026.

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

RESOLVED that the Council approve the pavement license renewal.

P6253 **ANY LATE RECEIVED PLANNING APPLICATIONS THAT THE CHAIR CONSIDERS TO BE OF URGENCY**

None.

There being no further business the Chair declared the meeting closed at 6.30pm.

Signed: Dated:

30th September 2024
APPENDIX I

- 1. Penwerris** **PA24/06706** **Mr Chris Roberts**
(Case Officer: Abbie Franklin)
First floor rear bathroom extension. New glass roof to rear courtyard. Changes to rear extension windows. New front access steps into basement.
17 Dunstanville Terrace, Falmouth.

Recommend Approval.

- 2. Arwenack** **PA24/06781** **Mr Roger Caldwellader**
(Case Officer: Abbie Franklin)
Notification of works to a tree in a Conservation Area namely cut back to old cuts as marked by yellow lines on photos to one Holm Oak - T1.
12 Boscawen Road, Falmouth.

Recommend Approval.

- 3. Arwenack** **PA24/06788** **Swier**
(Case Officer: Mark Ball. Mark.Ball@cornwall.gov.uk)
Application for works to a Tree subject to Tree Preservation Order namely prune to clear building on SW quadrant by 2m. Remove all epicormic growth to break of crown to T1 (TURKEY OAK).
2 Woodlane Drive, Falmouth.

Recommend approval as the works will have no negative impact on the Oak Tree.

- 4. Penwerris** **PA24/06789** **Mr James Skelding**
(Case Officer: Chloe Britten. Chloe.Britten@cornwall.gov.uk)
Notification of works to trees in a Conservation Area namely reduction of approximately 12-15 leylandi trees in a row at the end of the garden.
Claremont, 15 Park Crescent, Falmouth.

Recommend approval as the trees are very rigorous and will outgrow the site.

- 5. Arwenack** **PA24/06840** **Mr and Mrs Ames**
(Case Officer: Chloe Britten. Chloe.Britten@cornwall.gov.uk)
Notification of works to a tree in a Conservation Area namely T1 - Lime tree. Pollard tree at original pollard point to maintain height and shape.
The Red House, 24 Melvill Road, Falmouth.

Recommend Approval.

- 6. Arwenack PA24/06885 Amanda Baker**
(Case Officer: Chloe Britten: Chloe.Britten@cornwall.gov.uk)
Works to Tree(s) within a Conservation Area (TCA) - T1 - Multi-stemmed Pittosporum - Remove 2 x major stems interrupting fence-line; plus prune remaining secondary material overhanging garden. T2 - Silverberry - Fell. T3 - Multi-stemmed Myrtle - Prune back newly exposed material to limit overhanging material to 1m laterally from boundary line.
Pantiles 4 Stracey Road Falmouth

Recommend Approval.

- 7. Arwenack PA24/06909 Peter Hooper**
(Case Officer: Abbie Franklin)
Works to trees subject to a Tree Preservation Order (TPO), works include: The mature Monterey Pine, whilst a real feature of the property and surrounding area, is dominating the garden, removing the 4 lowest limbs would benefit the property significantly, whilst retaining the overall presence of the tree to the area.
Chy Lowarth, 9 Tresahar Gardens, Falmouth.

Recommend refusal as the removal of the four bottom limbs is excessive and would have a negative impact on the tree.

- 8. Boslowick PA24/07074 Mr Tom Bennetts**
(Case Officer: Chloe Britten: Chloe.Britten@cornwall.gov.uk)
Application for works to a Tree subject to Tree Preservation Order namely life the height of the crown approximately 4 metres and thin the crown to allow more light though (T19 – Beech tree).
The Poundings, Swanpool, Falmouth.

Recommend approval as the works will improve access to the property.

- 9. Arwenack PA24/07099 Mr Toby Nanning**
(Case Officer: Chloe Britten: Chloe.Britten@cornwall.gov.uk)
Notification of works to a tree in a Conservation Area namely removal of limb back to join with main tree trunk.
University College Falmouth, Woodlane, Falmouth.

Recommend approval as the removal of the limb is necessary for the integrity of the tree and for the safety of the public.

30th September 2024

APPENDIX II

1. **Arwenack** **PA24/04031** **Mr and Mrs Maxted**
(Case Officer: Helen Trebilcock: Helen.Trebilcock@cornwall.gov.uk)
Change of use from community building (use class F) to a single dwelling house (C3).
Falmouth Theatre Company, Chapel Terrace, Vernon Place, Falmouth.

Recommend approval.

2. **Arwenack** **PA24/06377** **Mr D Smithies**
(Case Officer: Mark Webb. Mark.Webb@cornwall.gov.uk)
Replacement shopfront and altered access, partial conversion and extension to create 7no. Use Class C3 dwellings with associated external alterations and retained ground floor commercial unit with basement storage.
29 - 30 Market Street, Falmouth.

Recommend approval subject that the shop front replicates the surrounding shops in a more traditional way by installing a panel bottom / mould which would be in keeping with the street scene.

3. **Penwerris** **PA24/06466** **Mr Ian Shorthouse**
(Case Officer: Mark Ball. Mark.Ball@cornwall.gov.uk)
Demolition of one house. Construction of 5 apartments and 2 houses with associated parking and landscaped amenity space.' without compliance of condition 2 of decision PA20/04042 dated 26/01/2021.
Waters Edge, 22 North Parade, Falmouth.

Recommend approval.

4. **Boslowick** **PA24/06711** **Mr and Mrs Pentecost**
(Case Officer: Helen Trebilcock: Helen.Trebilcock@cornwall.gov.uk)
Additional storey above an existing garage.
29 The Gluyas, Falmouth.

Recommend approval.

5. **Arwenack** **PA24/06873** **Mr and Mrs Hodgson and Martin**
(Case Officer: Abbie Franklin)
Proposed single storey extension, continuation of front lean to roof and conversion of garage into bedroom.
28 Marlborough Avenue, Falmouth.

Recommend approval.

6. **Arwenack** **PA24/06958** **Practical Developments**
(SW) Ltd
(Case Officer: James Mosley: jmoseley1@cornwall.gov.uk)
General alterations to previously approved flat roofed area with access to a balcony.
2 Boscawen Road, Falmouth.

Recommend refusal due to inappropriate balustrade design that is not in keeping with the character of the building or the street scene.

7. **Arwenack** **PA24/06995** **Mr D Clarkson**
(Case Officer: Chloe Britten: Chloe.Britten@cornwall.gov.uk)
Proposed extensions and internal alterations.
10 Lansdowne Road, Falmouth.

Recommend refusal as not in keeping with the character of the area and the proposed changes do not match the quality expected by Conservation Area Design Policies DG3 and DG7.

8. **Penwerris** **PA24/07157** **Dunford and Legassick**
(Case Officer: Abbie Franklin)
Alterations and extension to dwelling.
33 Glasney Road, Falmouth.

Recommend approval.

9. **Trescobeas** **PA24/07188** **Ms Anna Crouse**
(Case Officer: Abbie Franklin)
Proposed demolition of existing verandah and steps, and construction of single storey extension to rear of property.
5 Tresco Place, Falmouth.

Recommend approval.

TOWN AND COUNTRY PLANNING ACT 1971

FOR SUBMISSION TO THE COUNCIL ON 30th SEPTEMBER 2024

Mr Shirley	Proposed flat development to provide 2 no flats. 3 Avenue Road, Falmouth. PA24/01482	Approved *
Mr & Mrs Oakleigh Wood	Construction of a side extension and associated works. 7 Arwenack Avenue, Falmouth. PA24/05569	Approved
Mr Manson	Construction of external staircase and associated works. 20 Gyllyngvase Terrace, Falmouth. PA24/03635	Approved
Mr & Mrs Boulton	Extension to the existing first floor structure without compliance with condition 2 of decision PA22/06345 dated 04/10/2022. 12 North Parade, Falmouth. PA24/05345	Withdrawn
Mr Mike Shields	Non material amendment in relation to decision notice PA23/02857 dated 25.07.2023: Change of window details to use 14mm Heritage units including glazing dividers and applied timber bars (all hardwood) as opposed to the individual Finneo panes. Flat 1, 43 High Street, Falmouth. PA24/06311	Approved
Mr and Mrs Rupert and Helen Waters	Proposed demolition of existing extension and part of boundary wall and outbuilding and replacement extension and associated works. 10 Basset Street, Falmouth. PA24/05918	Approved
Mr and Mrs Curtis-Adkins	Relocation of front door and 2 storey rear extension 31 Boslowick Road, Falmouth. PA24/05781	Approved
Catherine Self	Change of Use from mixed use C1 Hotel and C3 Dwellinghouse to Sui Generis (HMO) and C3 Dwellinghouse Eden Lodge 54 Melvill Road, Falmouth. PA24/06045	Withdrawn

Mr David Scott	Notification of works to trees in a Conservation Area namely remove 1 dying Apple tree (T1) and to crown reduce 2 young Copper Beech trees (T2 and T3) Kinbrae House Gyllyngvase Road, Falmouth. PA24/06297	Decided not to make a TPO (TCA apps)
Mr Dodd	Notification of works to a tree in a Conservation Area namely fell T1 Norway Maple 26 Avenue Road, Falmouth. PA24/06295	Decided not to make a TPO (TCA apps)
Mrs Colgan	Notification of works to a tree in a Conservation Area namely to remove 3 low branches from a fairly mature Arbutus tree located 5 Basset Place, Falmouth. PA24/06155	Decided not to make a TPO (TCA apps)
Wildstone Estates Limited	Erection of one free standing D6 advertisement display. 60 Dracaena Avenue, Falmouth. PA24/05748	Approved
Mr and Mrs Parker	Erection of garage. Nandu, Trescobeas Road, Falmouth. PA24/05498	Approved
Mrs Jan Winslade	Works to trees in a Conservation Area for Oak (T1) - raise to 5.2-5.3m over highway and raise 2.5m over footpath (please see accompanying photo). Copper Beech (T2) - reduce by 1.5-2m (please see accompanying photo). Cornus (T3) - fell. Myrtle (T4) - fell. T3 and T4 to be replaced by 2 Oak trees and 1 Apple tree. St Ruan, Tresahar Road, Falmouth. PA24/06687	Decided not to make a TPO (TCA apps)

FALMOUTH TOWN COUNCIL

Minutes of a Meeting of the Planning & Licensing Committee held on Monday 21st October 2024 in the Atherton Suite, The Old Post Office, Falmouth at 6.00 pm.

Present: Councillors S D Eva, G F Evans MBE, A J Jewell CC, Ross and Z Young.

In Attendance: E Middleditch (Administration Officer)
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 meeting is a public one and there may be recordings of your participation.

P6254 APOLOGIES

Apologies for absence were received and approved from Councillor Clegg (holiday), Councillor Magowan CC (Cornwall council commitments) and Councillor Spargo (family commitments).

P6255 INTERESTS AND DISPENSATIONS

Councillor Eva declared a non-disclosable interest in Licensing Application for the Golf Club as he was a member of Falmouth Golf Club and he left the meeting during the discussion.

P6256 MINUTES

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

RESOLVED that that the minutes of the Planning and Licensing Committee held on 30th September 2024 be approved as a correct record of the proceedings and signed by the Chair.

P6257 PLANNING APPLICATIONS

Members considered a list of planning applications which had been commented on by the Chair and Vice-Chair, under the delegated procedure agreed in accordance with Minute 6/2474 of the meeting held on the 3rd April 2000 and amended by Minute P3017.

It was proposed by Councillor Eva, seconded by Councillor Ross and

RESOLVED that the observations set out in Appendix I, which forms part of these minutes be approved and adopted as the observations of the Town Council.

Members considered a list of planning applications not dealt with under the delegated procedure outlined above. The Chair reported in respect of those applications as appropriate.

It was proposed by Councillor Jewell, seconded by Councillor Ross and

RESOLVED that the Town Council makes the observations set out in Appendix II which forms part of these minutes.

P6258 NATIONAL PLANNING POLICY REFORM

Members duly noted the National Policy Framework Reforms. The Council recognised the pressures on the sewage system and felt that all new houses should be sustainable and have solar panels, proper infrastructure should be in place and self builds to be encouraged.

P6259 HIGHWAYS/TRAFFIC MANAGEMENT/ROAD SAFETY

Road Traffic Regulation Act 1984 S.14: Temporary Prohibition of Traffic

Members duly noted overnight maintenance works on the A39 from Monday 4th to Thursday 7th November 2024.

Members duly noted road closure on Hillhead Road, Kergilliack from 11th November to 13th December (24 hours) for Scott Trembath at MJL Contractors to carry out works.

Members duly noted road closure on Cliff Road, Falmouth from 18th November to 23rd November (24 hours) for Simon Stock at APS Construction Services to carry out works.

Members duly noted road closure on Glasney Road, Falmouth from 20th to 21st November (9:30 to 16:00 hours) for Lee Graham at D A Giles to carry out works.

Trelawney Road Tree Replacement Scheme

Members duly considered a proposed highway scheme in Trelawney Road, Falmouth to replace three existing trees and to plant an additional new one. The tree stump at the junction of Trelawney Road and Florence Place to also be removed. It was agreed to support the scheme as the existing trees were causing structural damage to neighbouring properties.

P6260 DECISION LIST

Members duly noted a list of recent planning decisions made by Cornwall Council.

P6261 **LICENSING**

Falmouth Golf Club, The Green, Falmouth

Members duly considered variation to license to include whole boundary of the premises for sale of alcohol to allow sale of alcohol from within a mobile unit or similar within the boundary grounds of the golf course and car park as shown on the attached plan. No supply of alcohol outside after 23:00 hours – non standard timing. All other licensable activities and hours to remain the same as the existing license.

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

RESOLVED that the Town Council approve the variation to license.

Councillor Eva left the meeting during the consideration of the above matter and Councillor Robinson took the chair (left 620pm, returned 627pm).

P6262 **ANY LATE RECEIVED PLANNING APPLICATIONS THAT THE CHAIR CONSIDERS TO BE OF URGENCY**

None.

There being no further business the Chair declared the meeting closed at 6.30pm.

Signed: Dated:

21st October 2024

APPENDIX I

- 1. Penwerris** **PA24/02441** **Mrs Francesa Healey**
(Case Officer: Chloe Britten – Chloe.Britten@cornwall.gov.uk)
Proposal to rebuild 42 foot of existing brick boundary wall to original height in the original position.
15 Dunstanville Terrace, Falmouth.

Recommend Approval
- 2. Penwerris** **PA24/05477** **Mr James Aspinall**
(Case Officer: Helen Trebilcock – helen.trebilcock@cornwall.gov.uk)
The installation of photovoltaic slate to the front and rear elevation roof of Rose Cottage.
Rose Cottage, Symons Hill, Falmouth.

Recommend Approval
- 3. Penwerris** **PA24/06227** **Mr and Mrs Stapleton**
(Case Officer: Mark Webb – Mark.Webb@cornwall.gov.uk)
Proposed conversion of existing building into 2no flats.
69 Killigrew Street, Falmouth.

Recommend Approval
- 4. Penwerris** **PA24/06622** **Mr Nathan Sheehy**
(Case Officer: Chloe Britten – Chloe.Britten@cornwall.gov.uk)
Listed Building Consent for internal and external repairs along with replacement windows.
21A High Street, Falmouth.

Recommend Approval
- 5. Arwenack** **PA24/07094** **Mr Toby Nenning**
(Case Officer: Chloe Britten – Chloe.Britten@cornwall.gov.uk)
Notification of works to trees in a Conservation Area namely Crown Lift all trees/shrubs along side the road through the University to the height of 5.2m to allow vehicles through without damage. There is a mix of trees, 1 sweet chestnut, 4 yews, 1 pittasporum, magnolia and smaller shrubs.
University College Falmouth, Woodlane, Falmouth.

Recommend Approval

- 6. Arwenack** **PA24/07440** **Mr Sam Twaites**
(Case Officer: Chloe Britten - Chloe.Britten@cornwall.gov.uk)
Works to trees in a conservation area (CA), works include CPT-07- group of Leyland cypress circa 22 stems forming hedge-reduce height row of leyland cypress by 3-4m and remove snapped out limbs and branches ,approximately 22 stems all over 15m. constant limb/stem failure of the row of trees as have outgrown location, reduce the height to help prevent limb failures, whilst retaining a screen still.
3 Grovehill Drive, Falmouth.

Recommend Approval

- 7. Boslowick** **PA24/07489** **Mrs Joanne Pascoe**
(Case Officer: Abbie Franklin – Abbie.Franklin@cornwall.gov.uk)
Application for works to Trees subject to Tree Preservation Order namely A1 (G17) White Poplar - reduce part failed branch to point of failure and remove detached hanging branch (in Beech Tree) A1 (G77) Oak - remove failed/detached hung up stem A1 (G38) Monterey Pine - remove broken branch A1 (T1) Beech -Reduce Northern Stem by 5m and reshape A1 (T4) Sycamore - Repollard at previous pollard points. Remove epicormic growth.
Land At Tregonigie Greenbelt, Bickland Water Road, Falmouth.

Recommend approval.

- 8. Arwenack** **PA24/07525** **Mr Forgham**
(Case Officer: Mark Ball – Mark.Ball@cornwall.gov.uk)
Works to trees in a conservation area (CA), works include T1 - Reduce Holly tree away from roof of property to ensure no damage to roof and guttering.
Woodlane Social Club, 9 Woodlane, Falmouth.

Recommend Approval

- 9. Boslowick** **PA24/07527** **Mr James**
(Case Officer: Abbie Franklin - Abbie.Franklin@cornwall.gov.uk)
Works to trees subject to a Tree Preservation Order (TPO), works include T1 - Maple - Reduce crown by approx 2m on over extended growth.
114 Longfield, Falmouth.

Recommend approval as the reduction to the crown of the maple is formative pruning that will not have an adverse effect on the tree.

10. Arwenack **PA24/07695** **Mrs Lorraine Drybrough**
(Case Officer: Chloe Britten – Chloe.Britten@cornwall.gov.uk)

Notification of works to Trees in a Conservation Area namely: T1 - Dying Palm Tree, fell. T2 - Bay Tree, reduce whole crown to four metres above ground level and shape. T3 - Multi-stemmed Bay Tree, fell 3 smaller stems nearest house and reduce whole crown of remaining larger stem to five metres above ground level and shape.
Dingley Dell, 22 Avenue Road, Falmouth.

Recommend Approval

11. Penwerris **PA24/07775** **Mrs Francesca Healey**
(Case Officer: Chloe Britten – Chloe.Britten@cornwall.gov.uk)

Listed building consent for rebuilding 42 foot of existing brick boundary wall with existing cleaned bricks to original height in the original position.
15 Dunstanville Terrace, Falmouth.

Recommend Approval

12. Arwenack **PA24/07799** **Mr Joe Healey**
(Case Officer: Helen Trebilcock – Helen.Trebilcock@cornwall.gov.uk)

Non-material amendment in relation to decision notice PA24/04113 dated 20/08/2024, namely 1) Addition of roof lights to seaward elevation. 2) Inclusion of wall on terraced area. 3) Increase height of glass balustrade.
Gyllyngvase Beach Café, Cliff Road, Falmouth.

Recommend Approval

21st October 2024

APPENDIX II

- 1. Penwerris** **PA24/05862** **Mr M Ginns**
(Case Officer: Mark Webb – Mark.Webb@cornwall.gov.uk)
Proposed construction of a 3-storey dwelling with off-road parking and amenity area.
River View, 93 North Parade, Falmouth.

Recommend approval.

- 2. Arwenack** **PA24/06495** **Mr Will Jackson**
(Case Officer: Helen Trebilcock – helen.trebilcock@cornwall.gov.uk)
Demolition of existing house and the construction of a self-build dwelling with
associated new vehicular access, parking and landscaping.
Boldmere, 13 Spernen Wyn Road, Falmouth.

Recommend refusal as not in keeping with the street scene and due to poor drainage
due to rain water run off from the hard standing.

- 3. Arwenack** **PA24/07518** **Mr Nigel Carpenter**
(Case Officer: Mark Ball – Mark.Ball@cornwall.gov.uk)
Submission of details to discharge Condition numbers 7 and 23 in respect of Decision
Notice PA17/11714 dated 06/07/18.
St Michaels Resort, 7 Stracey Road, Falmouth.

No comment as the Town Council were incorrectly consulted.

- 4. Arwenack** **PA24/07604** **Mr R. Jefferd**
(Case Officer: Abbie Franklin – Abbie.Franklin@cornwall.gov.uk)
Proposed balcony extension and associated works.
10 Tredova Crescent, Falmouth.

Recommend approval.

TOWN AND COUNTRY PLANNING ACT 1971

FOR SUBMISSION TO THE COUNCIL ON 21st OCTOBER 2024

Mr and Mrs Simon and Amanda Seaton	Replace 2nr first floor windows with doors and Juliet balconies. Replace ground floor kitchen window with doors. 3, The Old Schoolhouse Clare Terrace, Falmouth. PA24/05895	Approved*
Ms Natasha Harvey	Erection of dwellinghouse and garage and associated landscaping without compliance with Condition 2 of appeal decision notice APP/D0840/W/21/3277614 dated 06.12.2021. Stansville, Boscawen Road, Falmouth. PA24/06125	Approved*
Mr and Mrs Buist	Internal and external alterations to the existing dwelling with a proposed two-storey side extension, external landscaping and solar panels. Otta House 2 Spernen Wyn Road Falmouth PA24/06278	Approved*
Mr Jack Shields	Retrospective advertisement consent for 2no. 3mm aluminium composite panels with laminated print to face installed on garden wall. The Fitzroy, Cliff Road, Falmouth. PA24/06332	Refused*
Miss Sophie Stephens	Non material amendment in relation to Decision Notice PA21/04472 dated 27.02.23 – To change a parking space into a double length space. 44-46 Market Street, Falmouth. PA24/06742	Approved
John Bawden	Works to trees in a Conservation Area for Lime (T1) - remove. Tree is in unsuitable location below BT wires. Replace with Black Mulberry. Sycamore (T2) - remove. Tree is in declining condition (please see photographs). Replace with Black Walnut. Lime (T3) - reduce radial spread from approximately 2.5m to 2m, and raise crown to approximately 2.5m, as pruning works. Imperial Court Bar Road, Falmouth, PA24/06574	Decided not to make a TPO (TCA apps)

Mr & Mrs J Hackwell	Proposed Rear Extension and Installation of Solar Panels to Roof. 20 Arwenack Avenue, Falmouth. PA24/03961	Approved
Mr Paul Lower	Listed building consent for demolition of existing single storey extension and part of party garden wall and construction of replacement single storey extension to rear of property. 5 Bar Terrace, Bar Road, Falmouth. PA24/05685	Approved
Mr Paul Lower	Demolition of existing single storey extension and part of party garden wall and construction of replacement single storey extension to rear of property. 5 Bar Terrace, Bar Road, Falmouth. PA24/05686	Approved
Mr Adrian Chalker	Proposed internal refurbishment of ground and first floor, and PV panels to roof. New external garden room to replace existing shed to rear of property. 6 Gyllyng Street, Falmouth. PA24/05646	Approved
Swier	Application for works to a Tree subject to a Tree Protection Order namely prune to clear building on SW quadrant by 2m. Remove all epicormic growth to break of crown to T1 (TURKEY OAK). 2 Woodlane Drive, Falmouth. PA24/06788	Approved
Mr and Mrs David Scott	Demolition in a conservation area, Side and Front Extensions, Roof Extensions and alterations, Porch canopy extension and alterations, Boundary wall and Landscape alterations. Kinbrae House, Gyllyngvase Road, Falmouth. PA24/06029	Approved
Mr Robert E	Works to trees subject to a Tree Preservation Order (TPO), works include reduce ash and a hazelnut tree. 257 Longfield, Falmouth. PA24/05270	Approved
Amanda Baker	Works to Tree(s) within a Conservation Area (TCA) - T1 - Multi-stemmed Pittosporum - Remove 2 x major stems interrupting fence-line; plus prune remaining secondary	Decided not to make a

	material overhanging garden. T2 - Silverberry - Fell. T3 - Multi-stemmed Myrtle - Prune back newly exposed material to limit overhanging material to 1m laterally from boundary line. Pantiles, 4 Stracey Road, Falmouth. PA24/06885	TPO (TCA apps)
Mr Roger Caldwellader	Notification of works to a tree in a Conservation Area namely cut back to old cuts as marked by yellow lines on photos to one Holm Oak - T1 12 Boscawen Road, Falmouth PA24/06781	Decided not to make a TPO (TCA apps)
Mr and Mrs Ridgeon	Proposed two story side extension and front porch. 6 Carrick Road, Falmouth. PA24/06071	Approved
Mr and Mrs Munro	Double storey rear extension and alterations of a terraced townhouse in a conservation area. 7 Basset Street, Falmouth. PA24/05293	Approved
Mr and Mrs Ames	Notification of works to a tree in a Conservation Area – namely T1 – Lime tree. Pollard tree at original pollard point to maintain height and shape. The Red House, 24 Melvill Road, Falmouth PA24/06840	Decided not to make a TPO (TCA apps)

FALMOUTH TOWN COUNCIL

Minutes of a Meeting of the Planning & Licensing Committee held on Monday 11th November 2024 in the Atherton Suite, The Old Post Office, Falmouth at 6.00 pm.

Present: Councillors S D Eva, D E Clegg, G F Evans MBE, A J Jewell CC,
B M A Ross, J C Robinson, J M Spargo and Z Young.

In Attendance: E Middleditch (Administration Officer)
H Attree (Administrative Assistant)

Also Attended: M Hoorman (PA24/07811 – 9 North Parade, Falmouth)
(PA24/07979 – 14 Margaret Place, Falmouth)
R Hulbert (PA24/07811 – 9 North Parade, Falmouth)
E Lochrie (Swanpool Beach Café, Falmouth)

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.

P6263 **APOLOGIES**

None received. Councillor Magowan CC had notified his apologies.

P6264 **INTERESTS AND DISPENSATIONS**

The Town Clerk had granted a general dispensation for Councillors to consider Falmouth Town Council applications PA24/08324 and PA24/08325, as it was considered in the public interest to do so.

Councillor Eva declared a non-disclosable interest in PA24/078 as his daughter works for Lawrence Associates and he left the meeting during the discussion.

P6265 **MINUTES**

It was proposed by Councillor Eva, seconded by Councillor Ross and

RESOLVED that that the minutes of the Planning and Licensing Committee held on 21st October 2024 be approved as a correct record of the proceedings and signed by the Chair.

P6266 **PLANNING APPLICATIONS**

Members considered a list of planning applications which had been commented on by the Chair and Vice-Chair, under the delegated procedure agreed in accordance with Minute 6/2474 of the meeting held on the 3rd April 2000 and amended by Minute P3017.

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

RESOLVED that the observations set out in Appendix I, which forms part of these minutes be approved and adopted as the observations of the Town Council.

Members considered a list of planning applications not dealt with under the delegated procedure outlined above. The Chair reported in respect of those applications as appropriate.

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

RESOLVED that the Town Council makes the observations set out in Appendix II which forms part of these minutes.

P6267 **PLANNING NEWS FOR LOCAL COUNCILS AND AGENTS – AUTUMN 2024**

Members duly noted the Cornwall Council planning newsletter for local Councils.

P6268 **HIGHWAYS/TRAFFIC MANAGEMENT/ROAD SAFETY**

Road Traffic Regulation Act 1984 S.14: Temporary Prohibition of Traffic

Members duly noted the road closure on Hillhead Road, Kergilliack from 11th November 2024 to 13 December 2024 (24 hours) for Scott Trembath at MJL Contractors Ltd to carry out works.

Members duly noted the road closure on Cliff Road, Falmouth from 18th November 2024 to 23rd November 2024 (24 hours) for Simon Stock at APS Construction Ltd to carry out works.

Members duly noted the road closure on Cliff Road, Pendennis Road, and Castle Drive on the 24th November 2024 (1015 to 1200 hours) for the Falmouth Mob Match to take place.

Members duly noted the road closure on Vernon Place, Falmouth from 9th December 2024 to 17th December 2024 (0930 to 1800 hours) for National Grid to carry out works.

Members duly noted the road closure on Mongleath Road, Falmouth from 16th December 2024 to 18th December 2024 (24 hours) for National Grid to carry out works.

P6269 **DECISION LIST**

Members duly noted a list of recent planning decisions made by Cornwall Council.

P6270 **LICENSING**

Premise License Application

Swanpool Beach Cafe, Swanpool Road, Falmouth

Members duly considered variation to existing license to supply alcoholic hot drinks in a takeaway cup on and off the premises during the winter months Monday to Sunday 0800 to 1730 hours from 1st November to 28th February.

The applicant advised that the variation to license was to offer boozy hot chocolates during the winter season in biodegradable cups which would be operated in compliance with the BIN 25 Policy. A successful trial was run last winter using temporary events notices.

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

RESOLVED that the Town Council approve the variation to license.

Street Trading Renewal

Kris Trevelyan trading as Tidal Coffee at Queen Mary Road, Falmouth

Members duly considered street trading renewal application from Kris Trevelyan trading as Tidal Coffee who wishes to continue trading at Queen Mary Road, Falmouth from 1st January to 31st December 2025 Mondays to Sundays 0700 to 2100 hours selling 'Coffee, tea, bakery items (pastries/cakes) snacks (crisps/chocolate) and Ice Cream in pre-loaded tubs and Lollies. The converted horse trailer vehicle will be stored when not in use:- 'In a safe off-road location'.

It was proposed by Councillor Eva, seconded by Councillor Robinson and

RESOLVED that the Town Council approve the street trading renewal.

Mr Lee Alexander trading as Falmouth Dairy at Pendennis Point, Falmouth

Members duly considered street trading renewal application from Mr Lee Alexander trading as Falmouth Dairy who wished to continue trading at Pendennis Point Falmouth from 1st January to 31st December 2025 Mondays to Sundays 09:00 to 22:00 hours selling 'Ice creams soft whippy and scoop, Ice Lollies, Cold Drinks, Snacks (chocolate and crisps), and Sweets'.

It was proposed by Councillor Robinson, seconded by Councillor Ross and

RESOLVED that the Town Council approve the street trading renewal.

Mr Lee Alexander trading as Cafe Kernow at Pendennis Point, Falmouth

Members duly considered street trading renewal application from Mr Lee Alexander trading as Cafe Kernow who wished to continue trading at Pendennis Point Falmouth from 1st January to 31st December 2025 Mondays to Sundays 08:00 to 18:00 selling 'Cornish Coffee, Cornish tea, Hot Chocolate, Cornish Milkshakes, Cornish Ice Cream / Sweet Treats, Cornish Pasties / Pastries'.

It was proposed by Councillor Ross, seconded by Councillor Robinson and

RESOLVED that the Town Council approve the street trading renewal.

Mr Richard Paul Williams selling daffodils at the entrance to Prince of Wales Pier, Falmouth.

Members duly considered a street trading renewal application from Mr Richard Paul Williams who wishes to continue trading at the entrance to Prince of Wales Pier, Falmouth from 1st January 2025 to 30th April 2025 and also December 2025 on Mondays, Tuesdays, Thursdays, Fridays and Saturdays from 08:30 – 17:00 hours. The small stand with canopy (L 2m x W 1m x H 1.5 m) will be stored off site when not in use.

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

RESOLVED that the Town Council approve the street trading renewal.

Mr Daniel King trading as Kings Ice Cream, Site 1 Pendennis Point, Falmouth

Members duly considered a street trading renewal application from Mr Daniel King trading as Kings Ice Cream who wishes to continue trading at Pendennis Point, Falmouth from 1st January 2025 to 31st December 2025 Mondays to Sundays 10:00 to 20:00 hours selling ice cream, lollies, hot and cold drinks.

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

RESOLVED that the Town Council approve the street trading renewal.

P6271 **ANY LATE RECEIVED PLANNING APPLICATIONS THAT THE CHAIR CONSIDERS TO BE OF URGENCY**

None.

There being no further business the Chair declared the meeting closed at 6.45pm.

Signed: Dated:

APPLICATIONS FOR CONSIDERATION

AT MEETING

11th NOVEMBER 2024

11th NOVEMBER 2024

APPENDIX I

- 1. Arwenack** **PA24/01916** **Mr Edwin John Wilburn**
(Case Officer: Chloe Britten – Chloe.Britten@cornwall.gov.uk)
Proposed facelift of seabank flats which includes rendering the existing external works and essential repairs, maintenance and replacements.
Seabank, Gyllyngvase Hill, Falmouth.

Recommend approval.
- 2. Penwerris** **PA24/07414** **Mr Kirran Bruce**
(Case Officer: Chloe Britten – Chloe.Britten@cornwall.gov.uk)
Extend the current roof terrace to include the rest of the area available and install an industry standard steel fire escape stairs to the existing terrace.
The Chintz, Old Brewery Yard, High Street, Falmouth.

Recommend approval.
- 3. Penwerris** **PA24/07692** **Mr Michael Hurst**
(Case Officer: Marc Delpeche - Marc.Delpeche@cornwall.gov.uk)
Application for a lawful development certificate for existing use class C4 – house in multiple occupation.
57 Budock Terrace, Falmouth.

Recommend approval.
- 4. Penwerris** **PA24/07785** **Mr Richard Tiptaft**
(Case Officer: Chloe Britten – Chloe.Britten@cornwall.gov.uk)
Works to Tree within a Conservation Area (TCA) - Reduction of overgrown Bay Tree in rear garden by approximately 30%.
6 Basset Place, Falmouth.

Recommend Approval.
- 5. Penwerris** **PA24/07880** **Laura Sagar**
(Case Officer: Abbie Franklin – Abbie.Franklin@cornwall.gov.uk)
Works to trees in a conservation area (CA), works include T1 - 1 x medium magnolia - initiate pollarding regime at approximately 3m height.
Good Winds, 13 Stratton Terrace, Falmouth.

Recommend approval.

- 6. Penwerris** [PA24/ 07887](#) **Mr Simon Roebuck**
(Case Officer: Chloe Britten – Chloe.Britten@cornwall.gov.uk)

Notification of works to Trees in a Conservation Area namely felling of T1 Ash.
3 Basset Place, Falmouth.

Recommend approval as there are signs of honey fungus which may cause the tree to fail in the future and any failure is likely to cause significant damage to old stone wall and the house itself.

- 7. Boslowick** [PA24/07961](#) **Mr Matthew Rose**
(Case Officer: Mark Ball – Mark.Ball@cornwall.gov.uk)

Proposed removal of unsafe dead branches from Horse Chestnut Tree.
8 Prislow Close, Falmouth.

Recommend approval as the removal of the limbs will have no impact on the tree.

- 8. Penwerris** [PA24/08106](#) **Mr and Mrs Tabor**
(Case Officer: Chloe Britten – Chloe.Britten@cornwall.gov.uk)

Hip to Gable Loft Conversion with front dormer.
59 North Parade, Falmouth.

Recommend approval.

- 9. Penwerris** [PA24/08324](#) **Mr Andy Medlin**
(Case Officer: Mark Webb – Mark.Webb@cornwall.gov.uk)

Alterations to existing building comprising of thermal and energy related improvements, with associated repairs, to the Listed Building.
Municipal Building, The Moor, Falmouth.

Recommend approval.

- 10. Penwerris** [PA24/08325](#) **Mr Andy Medlin**
(Case Officer: Mark Webb – Mark.Webb@cornwall.gov.uk)

Listed Building Consent for alterations to existing building comprising of thermal and energy related improvements, with associated repairs, to the Listed Building.
Municipal Building, The Moor, Falmouth.

Recommend approval.

TOWN AND COUNTRY PLANNING ACT 1971

FOR SUBMISSION TO THE COUNCIL ON 11TH NOVEMBER 2024

Name of Applicant	Works, Location, App. Number	Decision
St Austell Brewery	Festoon lighting & associated festoon posts, new additional planters to perimeter & associated planting to provide natural screening to boundary, 3no. new 4 x 4m parasols/ umbrellas, 8no. new millboard tables & gabion stools. Chain Locker, Quay Street, Falmouth. PA24/01546	Refused*
St Austell Brewery	Listed building consent for Festoon lighting & associated festoon posts, new additional planters to perimeter & associated planting to provide natural screening to boundary, 3no. new 4 x 4m parasols/ umbrellas, 8no. new millboard tables & gabion stools. Chain Locker, Quay Street, Falmouth. PA24/01547	Refused*
Turners Britannia Parks Limited	Replacement of 1no. approved park home with 1no. residential dwelling with associated works. Land At Twinbrook Park, Goldenbank, Falmouth. PA24/00275	Refused
Exempt Property Unit Trustees Limited	Pre-application advice for mixed use development (residential and commercial). Hine Downing, 8 - 10 Berkeley Vale, Falmouth. PA24/01036	Closed – Advice Given
Thomas Knight	Pre application advice for construction of a separate 2 storey dwelling of standard construction. 23 Wellington Terrace, Falmouth. PA24/01052	Closed – Advice Given
Cornwall Council	Exception Notice for 2 x small Hawthorn and 2 x small Hazel trees, remove, trees are obstructing access along highway footway. Trees are positioned on the edge of a low bank (please see accompanying photos). One of the Hawthorns has extensive decay at base and a part of the tree recently fell on a parked car. Street Record, Fawkener Close, Falmouth. PA24/01268	Closed – Advice Given
Mr and Mrs Maxted	Change of use from community building (use class F) to a single dwelling house (C3). Falmouth Theatre Company, Chapel Terrace, Vernon Place, Falmouth. PA24/04031	Approved
Mrs Lisa Pagin	Certificate of Lawfulness for existing use of property to continue as a sui generis HMO. 9 Dracaena Avenue, Falmouth. PA24/05712	Approved

Mr Ian Shorthouse	'Demolition of one house. Construction of 5 apartments and 2 houses with associated parking and landscaped amenity space.' without compliance with condition 2 of decision PA20/04042 dated 26/01/2021. Waters Edge, 22 North Parade, Falmouth. PA24/06466	Approved
Mr and Mrs Pentecost	Additional storey above an existing garage. 29, The Gluyas, Falmouth. PA24/06711	Approved
Mr and Mrs Richardson	Proposed single storey rear extension. 32 Mongleath Avenue, Falmouth. PA24/06681	Approved
Mr Chris Roberts	First floor rear bathroom extension. New glass roof to rear courtyard. Changes to rear extension windows. New front access steps into basement. 17 Dunstanville Terrace, Falmouth. PA24/06706	Approved
Mr and Mrs Hodgson and Martin	Proposed single storey extension, continuation of front lean to roof and conversion of garage into bedroom. 28 Marlborough Avenue, Falmouth. PA24/06873	Approved
Mr John Allen	Application for a lawful development certificate for proposed use for commencement of works, for the works undertaken include the demolition of existing buildings comprising garages, storage and former staff bedrooms and the construction of a new wall (means of enclosure) and planting area with soft landscaping in accordance with the description and approved plans - the extent of works have been annotated on the submitted drawing 2904.5.20. The Royal Duchy Hotel, 4 Cliff Road, Falmouth. PA24/06900	Granted
Peter Hooper	Works to trees subject to a Tree Preservation Order (TPO), works include The mature Monterey Pine, whilst a real feature of the property and surrounding area, is dominating the garden, removing the 4 lowest limbs would benefit the property significantly, whilst retaining the overall presence of the tree to the area. Chy Lowarth, 9 Tresahar Gardens, Falmouth PA24/06909	Refused – one reason for refusal
Mr Toby Nenning	Notification of works to trees in a Conservation Area namely Crown Lift all trees/shrubs along side the road through the University to the height of 5.2m to allow vehicles through without damage. There is a mix of trees, 1 sweet chestnut,	Decided not to make a TPO

	<p>4 yews, 1 pittasporum, magnolia and smaller shrubs. University College Falmouth, Woodlane, Falmouth. PA24/07094</p>	
Mr Toby Nenning	<p>Notification of works to a tree in a Conservation Area namely removal of limb back to join with main tree trunk. University College Falmouth, Woodlane, Falmouth. PA24/07099</p>	Decided not to make a TPO
Mr Sam Twaites	<p>Works to trees in a conservation area (CA), works include CPT-07- group of Leyland cypress circa 22 stems forming hedge-reduce height row of leyland cypress by 3-4m and remove snapped out limbs and branches ,approximately 22 stems all over 15m. constant limb/stem failure of the row of trees as have outgrown location, reduce the height to help prevent limb failures, whilst retaining a screen still. 3 Grovehill Drive, Falmouth. PA24/07440</p>	Decided not to make a TPO
Mr Forgham	<p>Works to trees in a conservation area (CA), works include T1 - Reduce Holly tree away from roof of property to ensure no damage to roof and guttering. Woodlane Social Club, 9 Woodlane, Falmouth. PA24/07525</p>	Decided not to make a TPO

FALMOUTH TOWN COUNCIL

Minutes of a Meeting of the Planning & Licensing Committee held on Monday 2nd December 2024 in the Atherton Suite, The Old Post Office, Falmouth at 6.00 pm.

Present: Councillors D E Clegg, A J Jewell CC, B M A Ross, J C Robinson, J M Spargo and Z Young.

In Attendance: AM Williams (Town Clerk)
E Middleditch (Administration Officer)

Also Attended: R Hulbert (PA24/07811 – 9 North Parade, Falmouth)
G Chappel (PA24/08387 – Land South of Ashfiled Villas, Falmouth)

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.

P6272 APOLOGIES

Apologies for absence were received and approved from Councillor S D Eva (holiday) and Councillor G F Evans MBE (ill).

P6273 INTERESTS AND DISPENSATIONS

None.

P6274 MINUTES

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

RESOLVED that that the minutes of the Planning and Licensing Committee held on 11th November 2024 be approved as a correct record of the proceedings and signed by the Chair.

P6275 PLANNING APPLICATIONS

Members considered a list of planning applications which had been commented on by the Chair and Vice-Chair, under the delegated procedure agreed in accordance with Minute 6/2474 of the meeting held on the 3rd April 2000 and amended by Minute P3017.

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

RESOLVED that the observations set out in Appendix I, which forms part of these minutes be approved and adopted as the observations of the Town Council.

Members considered a list of planning applications not dealt with under the delegated procedure outlined above. The Chair reported in respect of those applications as appropriate.

It was proposed by Councillor Robinson, seconded by Councillor Jewell and

RESOLVED that the Town Council makes the observations set out in Appendix II which forms part of these minutes.

P6276 HIGHWAYS/TRAFFIC MANAGEMENT/ROAD SAFETY

Road Traffic Regulation Act 1984 S.14: Temporary Prohibition of Traffic

Members duly noted road closure on B3292 Treluswell to Penryn from Monday 2nd December to Thursday 5th December 2024 for planned overnight maintenance works

Members duly noted road closure on Vernon Place, Falmouth from 9th December 2024 to 17th December 2024 (07:30 to 18:00 hours) for National Grid to carry out works.

Members duly noted road closure on Trelawney Road, Falmouth from the 16th December 2024 to the 20th December 2024 (0730 to 1700 hours) for Cormac Solutions Ltd to carry out works.

Members duly noted road closure on Hillhead Road, Kergilliack from the 17th December 2024 to the 18th December 2024 (0800 to 1600 hours) for Cormac Solutions Ltd to carry out works.

P6277 DECISION LIST

Members duly noted a list of recent planning decisions made by Cornwall Council.

P6278 LICENSING

Premise License Application

Ellihaye (Boat), Port Pendennis Marina, Tinnerys Walk, Port Pendennis, Falmouth

Members duly considered grant to license for sale by retail of alcohol on the premises Monday to Sunday 1000 hours to 2200 hours. Ellihaye is a boat running tours from Falmouth, it carries 12 paying passengers and 2 crew. The boat will not be moored selling alcohol in the harbour only when out to sea.

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

RESOLVED that the Town Council approve the grant to license.

P6279 ANY LATE RECEIVED PLANNING APPLICATIONS THAT THE CHAIR CONSIDERS TO BE OF URGENCY

None.

There being no further business the Chair declared the meeting closed at 7.00pm.

Signed: Dated:

APPENDIX I

1. **Arwenack** [PA24/08160](#) **Mr & Mrs Goldburn**
(Case Officer: Helen Trebilcock – Helen.Trebilcock@cornwall.gov.uk)

Existing access and driveway widened with replacement gates and gate posts.
Cleeve, 19 Spernen Wyn Road. Falmouth

Recommend approval.

2. **Boslowick** [PA24/08386](#) **Mr Hall**
(Case Officer: Abbie Franklin – Abbie.Franklin@cornwall.gov.uk)

Works to trees subject to a Tree Preservation Order (TPO), works include crown reduction of approx 1.5m to suitable points in line with BS3998 with nothing over 40mm removed should allow more light into the under canopy whilst retaining a the trees presence in the area.

Echoes, Swanpool, Falmouth.

Recommend approval as the Beech has been reduced in the past and further reduction above the previous pruning points is acceptable.

3. **Arwenack** [PA24/08408](#) **Mrs Maria Browne**
(Case Officer: Mark Webb – Mark.Webb@cornwall.gov.uk)

Works to trees in a conservation area (CA), works include . Fell Eucalyptus Tree (A), Group B reduce by 30%, Group C reduce along fence, Dracaena Palm Remove unhealthy stems (D&E) , Crown raise beech (F) Remove Conifer (G) Remove Ash (H) Reduce Cherry Tree by 30% (I) Remove limbs from Ash (J) Holly Reduce height of stem to 2m (K) (L)Apple tree cut back to fence, willow tree cut to ground level Group M pollard Mertle, Holly cut to ground level, Leylandii reduce to 30%, Group N Holly Cut to ground level, Ash cut to ground level.`

Methodist Homes For The Aged, Langholme, Arwenack Avenue, Falmouth.

For information only.

4. **Boslowick** [PA24/08430](#) **Mr Penhaligon**
(Case Officer: Chloe Britten – Chloe.Britten@cornwall.gov.uk)

Works to trees subject to a Tree Preservation Order - T23 - Re-pollard Poplar to previous points, retain sap risers where possible, sever Ivy. G1- Reduce damaged lateral over garage roof by 3m where possible due to recent wind damage. Prune 0.5m clear of BT wires.

Flat 1, Swanpool Gardens, Swanpool, Falmouth.

Recommend approval as these are reasonable pruning works.

- 5. Penwerris** [PA24/08597](#) **Mrs Jenny Sewell**
(Case Officer: **Chloe Britten – Chloe.Britten@cornwall.gov.uk**)
Works to trees subject to a Tree Preservation Order (TPO), works include T1- Turkey Oak- reduce limbs away from conservatory giving 4-5m clearance & reduce large lateral limb over drive to reduce weight and remove significant rubbing branch T2 Holly- Reduce by approx 1-1.5m to maintain as shrub T3 Pittosporum- Reduce by approx 1.5m back old pruning wounds to maintain as hedge/shrub screen from road. The Hollies, Tresahar Road, Falmouth.

Recommend Approval.

- 6. Penwerris** [PA24/08609](#) **Mr Paul Cull**
(Case Officer: **Mark Ball – Mark.Ball@cornwall.gov.uk**)
Works to trees in a conservation area (CA), works include T1- Betula pendula. Crown reduce by 2-3m T2- Yucca. Remove 2x tallest stems. T3- Cupressus macrocarpa. Remove branches overhanging garden from neighbour's tree and remove branch stubs.
9 Dunstanville Terrace, Falmouth.

For information only.

- 7. Arwenack** [PA24/08661](#) **Cpt Grodon Kent**
(Case Officer: **Mark Webb – Mark.Webb@cornwall.gov.uk**)
Works to trees in a Conservation Area for 2 x Golden Macnacarpus Trees - remove. Trees are becoming too large for the area they occupy, have been poorly crown lifted/pruned in the past and are not feasible to maintain in their current condition. Works should allow for more light and space, and the possibility of planting more suitable shrubs. Another tree of the same species will also be able to use the space to grow and maintain the character of the area.
14 tracey Road, Falmouth.

For information only.

APPENDIX II

- 1. Arwenack** **PA24/07045** **Mr Justin Paull**
(Case Officer: Abbie Franklin – Abbie.Franklin@cornwall.gov.uk)

Change of use from flats to a single dwelling, and first floor glazed balcony extension over flat roof where existing approved extension has not yet been constructed.

16A Tredynas Road, Falmouth.

Recommend refusal due to overlooking issues and un-neighbourly as overbearing and potential noise nuisance issues from the balcony area.

- 2. Penwerris** **PA24/07811** **Mr and Mrs Doran**
(Case Officer: Chloe Britten – Chloe.Britten@cornwall.gov.uk)

Create 1no. parking space in rear garden.

9 North Parade, Falmouth.

Recommend refusal due to highways concerns as vehicles reversing 70 metres down a quiet lane is not acceptable on safety grounds. The application should incorporate on site vehicular turning provision.

- 3. Arwenack** **PA24/08209** **Mr Finn Jones**
(Case Officer: Helen Trebilcock – Helen.Trebilcock@cornwall.gov.uk)

Demolition of an existing bungalow and redevelopment into a two-storey family home.

51 Trelawney Road, Falmouth.

Recommend refusal due to over development, overlooking issues and failure to respond to climate emergency.

- 4. Trescobeas** **PA24/08387** **Hannah Julian**
(Case Officer: Mark Webb – Mark.Webb@cornwall.gov.uk)

Proposed Residential Dwelling.

Land South Of 6 Ashfield Villas, Falmouth.

Recommend approval as in keeping with neighbouring properties.

5. Arwenack **PA24/08548** **Mr Joe Healey**
(Case Officer: Helen Trebilcock – Helen.Trebilcock@cornwall.gov.uk)

'Use of outdoor area for restaurant space; replacement of canopy with a zinc roof, to include a terrace for the two existing apartments; and upgrade of windows and doors to main cafe and apartments above the cafe, and conversion of first floor office to an en-suite bedroom' without compliance of Condition 2 of Decision Notice PA24/04113 dated 20.08.24.

Gyllyngvase Beach Café, Cliff Road, Falmouth.

Recommend approval subject to the proposed wall being removed and the public right of way if established is maintained at all times.

6. Arwenack **PA24/08761** **Ms Davidson**
(Case Officer: Mark Webb – Mark.Webb@cornwall.gov.uk)

Proposed permanent stationing of a modified former shipping container to provide indoor seating area for existing cafe to replace existing open-sided, covered seating area and extension of existing raised external decking access.

Castle Beach, Cliff Road, Falmouth.

Recommend approval as the proposals will be more resilient to storm damage.

7. Arwenack **PA24/08769** **Alice Sommerlad**
(Case Officer: Mark Webb – Mark.Webb@cornwal.gov.uk)

Retention and installation of cast iron railings, granite setts and gates to secure the cellar area along with the renovation and re-roofing of the nearby buildings including the old butcher's shop, storage building and WC.

Beerwolf Books, 3 - 4 Bells Court, Market Street, Falmouth.

Recommend approval subject to 10pm cessation of use by the public.

8. Arwenack **PA24/08854** **Alice Sommerlad**
(Case Officer: Helen Trebilcock – Helen.Trebilcock@cornwall.gov.uk)

Change of use of part of the land to be used for outdoor space in conjunction with the public house at Beerwolf Books (retrospective application).

Beerwolf Books, 3 Bells Court, Market Street, Falmouth.

Recommend approval subject to 10pm cessation of use by the public.

TOWN AND COUNTRY PLANNING ACT 1971

FOR SUBMISSION TO THE COUNCIL ON 02ND DECEMBER 2024

Name Of Applicant	Works, Location, App. Number	Decision
Cornerstone	Proposed rooftop installation upgrade to the existing telecommunications equipment. Cornish College, Killigrew Street, Falmouth. PA24/00907	Approved*
Practical Developments (SW) Ltd	General alterations to previously approved flat roofed area with access to a balcony. 2 Boscawen Road, Falmouth. PA24/06958	Approved*
Mr D Clarkson	Proposed extensions and internal alterations. 10 Lansdowne Road, Falmouth PA24/06995	Approved*
Dan Hatt	Change of use of the former Methodist Church to a composite use including commercial spaces on the ground floor, apartments at first floor and retaining the second floor space for a community and private function space. Falmouth Methodist Church, Killigrew Street, Falmouth. PA22/11305	Approved*
Dan Hatt	Listed Building Consent: Change of use of the former Methodist Church to a composite use including commercial spaces on the ground floor, apartments at first floor and retaining the second floor space for a community and private function space. Falmouth Methodist Church, Killigrew Street, Falmouth. PA22/11306	Approved*
Mr David Floyd	Exception Notice for 13 x Oak Trees and 1 x Holly Tree, works include removal of deadwood/removal of broken branches. Twinbrook Park, Goldenbank, Falmouth. PA24/01343/PREAPP	Closed – Advice Given
Mr James Aspinall	The installation of photovoltaic slate to the front and rear elevation roof of Rose Cottage.	Approved

	Rose Cottage, Symons Hill, Falmouth. PA24/05477	
Mr James Aspinall	Listed building consent for the installation of photovoltaic slate to the front and rear elevation roof of Rose Cottage. Rose Cottage, Symons Hill, Falmouth. PA24/05478	Approved
Mr M Ginns	Proposed construction of a 3-storey dwelling with off-road parking and amenity area. River View, 93 North Parade, Falmouth. PA224/05862	Withdrawn
Mr and Mrs Stephens	Proposed conversion of existing building into 2no. flats. 69 Killigrew Street, Falmouth. PA24/06227	Approved
Mr Will Jackson	Demolition of existing house and the construction of a self-build dwelling with associated new vehicular access, parking and landscaping. Boldmere, 13 Spernen Wyn Road, Falmouth. PA24/06495	Refused
Mr Tom Bennetts	Application for works to a Tree subject to Tree Preservation Order namely lift the height of the crown to approximately 4 metres and thin the crown to allow more light through (T19 - Beech tree). The Poundings, Swanpool, Falmouth. PA24/07074	Approved
Mr and Mrs Teasdale	Application for a Lawful Development Certificate for proposed single-storey rear infill extension. 10 Lambs Lane, Falmouth. PA24/07129	Refused
Ms Anna Crouse	Proposed demolition of existing verandah and steps, and construction of single storey extension to rear of property. 5 Tresco Place, Falmouth. PA24/07188	Approved
Mrs Joanne Pascoe	Application for works to Trees subject to Tree Preservation Order	Approved

	<p>namely A1 (G17) White Poplar - reduce part failed branch to point of failure and remove detached hanging branch (in Beech Tree) A1 (G77) Oak - remove failed/detached hung up stem A1 (G38) Monterey Pine - remove broken branch A1 (T1) Beech -Reduce Northern Stem by 5m and reshape A1 (T4) Sycamore - Repollard at previous pollard points. Remove epicormic growth. Land at Tregonigie Greenbelt, Bickland Water Road, Falmouth. PA24/07489</p>	
Mr James	<p>Works to trees subject to a Tree Preservation Order (TPO), works include T1 - Maple - Reduce crown by approx 2m on over extended growth. 144 Longfield, Falmouth. PA24/07527</p>	Approved
Mr R. Jefferd	<p>Proposed balcony extension and associated works. 10 Tredova Crescent, Falmouth. PA24/07604</p>	Approved
Mrs Lorraine Drybrough	<p>Notification of works to Trees in a Conservation Area namely: T1 – Dying Palm Tree, fell. T2 – Bay Tree, reduce whole crown to four metres above ground level and shape. T3 – Multi-stemmed Bay Tree, fell 3 smaller stems nearest house and reduce whole crown of remaining larger stem to five metres above ground level. Dingley Dell, 22 Avenue Road, Falmouth. PA24/07695</p>	Decided Not To Make A TPO
Mr Richard Tiptaft	<p>Works to Tree within a Conservation Area (TCA) – Reduction of overgrown Bay Tree in rear garden by approximately 30%. 6 Basset Place, Falmouth. PA24/07785</p>	Decided Not To Make A TPO
Mr Joe Healey	<p>Non-material amendment in relation to decision notice PA24/04113 dated 20/08/2024, namely 1) Addition of</p>	Withdrawn

	<p>roof lights to seaward elevation. 2) Inclusion of wall on terraced area. 3)Increase height of glass balustrade. Gyllyngvase Beach Café, Cliff Road, Falmouth. PA24/07799</p>	
Laura Sagar	<p>Works to trees in a conservation area (CA), works include T1 - 1 x medium magnolia - initiate pollarding regime at approximately 3m height. Good Winds, 13 Stratton Terrace, Falmouth. PA24/07880</p>	Decided not to make a TPO
Mr Simon Roebuck	<p>Notification of works to Trees in a Conservation Area namely felling of T1 Eucalyptus. 3 Basset Place, Falmouth PA24/07887</p>	Decided Not To Make A TPO
Mr Mike Shields	<p>Change of window details to use 16mm units including glazing dividers and applied timber bars (all hardwood) as opposed to the 14mm units consented under the previous NMA application. Flat 1, 43 High Street, Falmouth. PA24/07957</p>	Approved
Mr Matthew Rose	<p>Proposed removal of unsafe dead branches from Horse Chestnut Tree, as shown in photographs. 8 Prislw Close, Falmouth. PA24/07961</p>	Approved
Divya Sajjala	<p>Under The Electronic Communications Code (Conditions and restrictions) (Amendment) Regulations 2017 - BT intends to install fixed line broadband electronic communications apparatus. Street Record, Queen Anne Gardens, Falmouth. PA24/08895</p>	Closed – Advice Given



SUPERCOUNCILS NETWORK NON-PRECEPT INCOME

OVERVIEW

Tavistock: population 12,000, 25 staff, historic income gearing non-precept = 66%, UDC legacy.

Total *non-Precept* Revenue Income = commercial activities also including other income of fees, charges, sales etc (excluding grants) – iro £1,251,000.

(Note – as compared to total *Precept* Income – £999,718 Band D £207)

- **TRADING - POWER TO ACT** (Localism Act 2011 S1(GPC) & s4 (establishment of a separate company)) - NALC Legal Topic Note 31E refers
- **'COMMERCIAL' INCOME**
 - ❑ Commercial - Market & related activities (principally licences);
 - ❑ Commercial - Retail/Livestock Market/residential Lettings (principally leases);
- **OTHER NON PRECEPT INCOME**
 - **FEES & CHARGES** – car parking, cemetery, premises bookings, etc;
 - **CHARGING FOR COUNCIL SERVICES** (grounds maintenance, event support, BID Co etc);
 - **SALES & CONSENTS;**
 - **EVENTS;**
 - **ROUTINE GRANTS – s106, Locality etc.**



TOWN REGENERATION GRANTS (OUT/IN)

- Accountable Body vis Partner - Power to Act (GPC vs s137)
- Grants Out:- delivery of third party commercial premises regeneration, restoration and bringing back into use grant scheme for the Town. Core Grant received £980,000 (NLHF) plus
 - Scheme Match funding sourced by TTC £200,000 + TTC contribution £300,000; plus
 - Participating Landowner Contributions (est'd £750,000), plus additional works.
- Grants In:- delivery of a WHS Visitor Centre and flexible use office spaces. Core Grant £817,800 (NLHF) plus
 - Scheme Match funding sourced £188,190 (plus Volunteer Contribution £60,000), plus TTC contribution £889,257;
 - Additional external grant funding secured by Council for Anchor Partner £120,000.
- **OPPORTUNITIES & THREATS**
 - Commercial Activity & Uncharted Waters – GPC, Purpose (trading/commercial), Powers and Companies;
 - Commercial Activity – Roles, Responsibilities & Governance;
 - GPC & 3rd party grant schemes:-
 - the future for Local Councils?
 - Implications – capacity, skills, roles/responsibilities (Funders, Members and Officers), safeguards, programme management, accountability, Chinese walls, monitoring & evaluation.

From: NALC Committees <NALCCommittees@nalc.gov.uk>

Sent: 28 November 2024 15:46

To: NALC Committees <NALCCommittees@nalc.gov.uk>

Subject: Note I Super Councils Network session I 15 November 2024

Dear Colleagues,

I hope you are well. Please see below the note of the NALC National Network: Super Councils session from 15 November 2024.

Welcome and introduction

Cllr Paul Harvey, network co-chair, opened the meeting by welcoming everyone and providing a brief overview of the agenda.

Martyn's Law

Helen Ball, town clerk at Shrewsbury Town Council, introduced an item on Martyn's Law (otherwise known as The Terrorism (Protection of Premises) Bill), which was currently progressing through Parliament.

The bill mandated certain safety measures for venues with capacities over 200 people (the standard tier), as well as for ticketed events with over 800 attendees (the enhanced tier).

Helen advised all local (town and parish) councils to assess whether they fell within the scope of the bill, for example, by owning buildings with a capacity of more than 200 people or by holding ticketed events in excess of 800 people.

While councils would have a period of grace once the bill was enacted, there were steps they could take now to prepare for it. These included:

- Reading up on Martin's Law (the bill itself could be found [here](#)) and available guidance, particularly from sources like [Protect UK](#), which consolidates counter-terrorism and public safety resources.
- Looking at the community safety sections on the [NALC](#) and [SLCC](#) websites.
- Using apps like the ProtectUK app, and the [Joint emergency services intelligence platform app](#) (JESIP) to stay informed about threats and emergency response procedures.
- Thinking about how to integrate terrorism risk assessments into their existing health and safety practices.
- Identifying vulnerabilities within buildings, events, and venues. This included checking whether gates and doors were locked, bags left unattended and if unauthorised people were able to walk around.
- Understanding the risks posed by sharing details on public websites (e.g., venue layouts) and being cautious about revealing information that could be used in reconnaissance for attacks.
- Taking training courses, including the Counter Terrorism training available on the ProtectUK website.
- Following national guidance around suspicious packages and suspicious behaviour.

- Thinking about how people would use the spaces they usually use in the event that something abnormal and atypical happened.

Devolution of assets and services

Two town clerks from councils that have taken on assets and services from their principal authorities delivered presentations as follows:

Bridport Town Council, Dorset

Bridport Town Council's key achievements have included successfully saving the Youth and Community Centre from closure in 2016, taking over the Tourist Information Centre in 2017 and revitalising the town's street market, which has expanded into side streets due to its increasing popularity.

Additionally, the council reinstated a community bus service and has assumed responsibility for maintaining highway verges, as well as handling pavement licensing and charity collection permits in Bridport. When Dorset Council refused to transfer the existing public toilets, the council built its own facility with modern amenities, including two changing places toilets.

Asset transfers have also been crucial in the council's efforts to enhance the use of land and buildings in Bridport. For instance, since taking over Asker Meadows, in 2013, the council has managed the land in a way that promotes both nature conservation and its use for festivals and other events. The council now also manages Bridport Football Club and its carpark, which it hopes to turn into the main carpark in Bridport, as well as Bridport Community Orchard. Additionally, after leasing a previously empty building from Dorset County Council, the council has transformed it into a space for both commercial and community use.

Please find the full presentation from Will Austin, town clerk at Bridport Town Council, [here](#).

Bridgwater Town Council, Somerset

Since Somerset Council started facing a budget deficit, Bridgwater Town Council's responsibilities have expanded significantly.

Additional duties the council has taken on include managing 26 play areas, six parks, all open spaces in the town, grass cutting and street cleaning. The council has also become responsible for organising major events like Bridport Fair, which generates approximately £100,000 annually. Furthermore, the council now manages the market, handles the emptying of dog and litter bins and is in charge of the post carnival clean up.

The council has also initiated several local improvements, including the redevelopment of a community centre.

Oxfordshire Councils Charter

Lucy Dalby, county officer at the Oxfordshire Association of Local Councils, spoke about the Oxfordshire Councils Charter, a joint initiative between Oxfordshire County Council, four rural district councils, Oxford City Council and the 250 local (parish and town) councils and 68 parish meetings in Oxfordshire.

The first consultation on the charter took place in October 2023, at a meeting hosted by the county council and attended by representatives of all but one of the district councils and over

50 local councillors. Results of this consultation were then used to form the first draft of the charter.

This was followed by a second consultation in January 2024, with the charter being formalised and signed by the county, district and city councils in May and June 2024 and launched on 15 July 2024.

The charter aims to improve partnership working between local councils and principal authorities, recognise the importance of local councils and enhance local democracy. It also emphasises the need for mutual respect, transparency and accountability and draws heavily on the [civility and respect pledge](#).

Since the charter was launched, there has been an increase in engagement between local councils and the county council and better awareness of local councils from the county council. The charter also serves as a reference for local councils facing challenges in working with principal authorities.

Additionally, the Highways team at Oxfordshire County Council has responded to the formation of the charter by establishing a new team to enhance consultation with local councils.

A review of the charter is planned for early 2025.

Open forum

The head of policy and communications provided an update on NALC's plans following the recent announcement that the government would be increasing the rate of employer National Insurance contributions (NICs) from 13.8% to 15% and reducing the per-employee threshold at which employers become liable to pay National Insurance (the Secondary Threshold) from 6 April 2025 to £5,000.

NALC was very disappointed that local councils would not be compensated for the increase, with analysis showing that it was going to cost the sector at least £10 million. This had been shared with officials, with NALC requesting that they think again about not providing local councils with compensation. NALC had also briefed members of the House of Lords ahead of a debate on the budget and written to the Chancellor and would be following up with representations to the Ministry of Housing, Communities and Local Government.

Network members were encouraged to remind their MPs about the great work they were doing and the impact this would have on them when they met with them. NALC also welcomed feedback from network members on what the impact on their councils would be.

Date and time of next meeting

To be confirmed.

Kind Regards,

Jessica

NALC Committees



Town Management Report to Falmouth Town Council 09/12/24

SAFE & SECURE

This has been a significant focus of activity in recent weeks and months as I have mentioned on previous reports, placing strong challenge on our limited Town Team resources, as well as pressures on our time. The escalation in cases and low business confidence situation due to the range and frequency of incidents being experienced dealing with the various issues by us face to face, dealing with challenging 999 incidents, influencing and lobbying for greater Police resources, central or regional funding, undertaking a close review of our operations and available resources, playing a key role in new safety partnerships and more besides.

Detail on the various components:

- Disc. The rollout of the Disc crime reporting platform continues and has been very well received. We have over 200 business signups, half of whom are active users. The system is starting to build up a vital picture of high street dynamics. The intelligence gathered from incident and crime reports is being actively fed through to the Police to influence allocation of resource. Work continues around training and support, a key strand. The more accurately incidents are reported, then more can be actioned. We have produced a useful 'how to' handout, which will be disseminated via the Rangers to hundreds of businesses over the next few weeks
- Rangers – we're in the process of securing additional funds to support a training enhancement called CSAS, which will give additional powers of influence to the Rangers. The Rangers continue to offer a good visible presence in the town, responding and reacting as is within their current powers to do so, providing much needed reassurance and support to many

businesses. We are liaising with FTC's in-house Environmental Education and Enforcement Officers who have undertaken the enhanced training that I allude to above, teaming up on patrols where feasible and possible, while at the same time, ensuring there is open dialogue and collaborative working practices

- Internal support – this has involved mentoring and supporting our teams in-house, around reporting protocols, 999 procedures, safety and first aid
- Policing –
 1. The positive news of the months of lobbying and situation analysis plus a very productive Traders meeting has been the work of the very recently installed new beat manager Paul Stevenson. He has been a strong visible presence since he started in post several weeks ago, disrupting regular activity and engaging with the business community.
 2. Focus - in terms of the focus of ASB activity for the Police in Falmouth, without going into too much detail, there is a 'hyperfocus' on six key individuals. This process will take time, as there is the building of evidence towards a CBO (Criminal Behaviour Officer), a strong piece of legislation that provides the Police with the powers to ban individuals from a town centre for a period of time or indefinitely (depending on the CPS' input of course). The shift of focus on the six will change once action against one or more of the first key six, is achieved, so in essence, it is a rolling six.
 3. Partnerships – this has strengthened. The Safer Falmouth group that we attend has expanded its remit and in addition a new group, with service leads from all the key agencies has been formed. This is a core information and intelligence gathering/sharing forum that again, we sit on and provide steer
- Town Link Radios – this is starting to play a good role, with more businesses utilising them and feeding into the comms and reporting framework. Our Rangers continue to advise and support businesses here as well



Town Management Report to Falmouth Town Council 09/12/24

TOWN DELIVERY FUND

- I'm pleased to say that although it took a long time to confirm from Cornwall Council, as you are aware that we have been successful with our application into this funding pot for the Town Delivery Fund
- We launched the shopfront improvement grant scheme, one of the core strands of the fund as we have laid out, and this has been very well received and in just a few weeks the full take up of the grant has been used by the businesses. It has been a very quick turnaround and once the businesses have undertaken the work then grants will be paid.
- One of the funding strand remits also enables us to undertake in-depth socio-economic analysis around footfall, spend, postcode and heatmapping, and more information will be available on this in due course

Thank you to all Cllrs who helped out with the Festive Weekend and we wish you all a very Happy Christmas.

**FALMOUTH TOWN COUNCIL
9th DECEMBER 2024
TOWN CLERKS REPORT – PART I**

1. Cornwall Council - Assessment Decision Notice, Councillor Zoe Young -CCN045/24/25

To receive the decision notice and recommended actions to remedy the breaches ()

**Mark Williams FGC FSLCC
Town Clerk
December 2024**



ASSESSMENT DECISION NOTICE

A BREACH OF THE CODE HAS BEEN FOUND

ACTION REQUIRED

Reference:	CCN045/24/25
Complainant:	Councillor C Coley, Falmouth Town Council
Subject Member:	Councillor Z Young, Falmouth Town Council
Person conducting the Assessment:	Simon Mansell, Group Manager - Assurance
Date of Assessment:	2 October 2024

Complaint

The Complaint is that, due to comments made at a meeting of the Council's Finance and General Purposes Committee which was held on 8 July 2024, and posts which were made on social media, the Subject Member has breached the Code of Conduct.

Decision and Action

That, for the reasons set out in this Notice, there has been a breach of the Code of Conduct.

Given the breaches of the Code found, and the manner in which the Subject Member chooses to address officers and the disruption this brings to Committee meetings, it is recommended to the Town Council that the rights extended to its members under Standing Order 1(u) are removed from the Subject Member until May 2025.

The Assessment

In undertaking this assessment, I have had regards to the following:

- The complaint as made;
- The response from the Subject Member; and
- The views of the Independent Person

The Complaint

In making the Complaint, the Complainant has started by saying that it is appreciated that the sanctions under the Code as they stand are unable to fully, or properly deal with the persistently unrepentant behaviour of the Subject Member. However, the Complainant has said that the unchecked poor behaviour of the Subject Member continues to damage the reputation of the Council and the Subject Member's office as Councillor. Further, the Complainant has said that the conduct puts the Council in breach of its duty of care to its employees, it uses up an inordinate amount of time for Council Officers as well as further unnecessary expense to our precept-payers.

It is said that the Subject Member continues to be prolific in her inappropriate and accusatory social media output. At meetings there are frequent requests from the Town Clerk for her to temper her tone and be cognisant of the Town Council's policies and the requirements of the Code of Conduct.

Most recently the Subject Member is said to have attended a meeting of the Council's Finance and General Purposes Committee on 8 July 2024. Even though the Subject Member is not a member of the Committee the practice of the Council is for the Chair to allow non-members to speak, with the Council's Standing Orders allowing for this.

At such meetings, it is said it has become regular practice for the Subject Member to record herself making grandstanding statements in the meetings, and the meeting on 8 July 2024, the Complainant has said, was no different. In the public part of the meeting the Subject Member, with another member, were disparagingly critical of the Council's Responsible Financial Officer (RFO), Ruth Thomas, who was in attendance presenting a financial forecasting report. The comments are said to have denigrated her professionalism and ability. At the same time the Subject Member also returned to her untrue allegations regarding the Tallships 2023 event safety and financial matters.

The Chair requested that those statements were withdrawn as they were not correct. However, it is set out that the Councillors did not withdraw their statements and both Councillors continued to talk over the Chair, (and each other) and failed to respect the Chair when she stood to regain order and because of this the meeting had to be adjourned.

Upon resumption the Chair advised that both Councillors' statements were unfounded and incorrect and stated that the Council had the utmost confidence in the RFO. The other member clarified that the comments were not directed at the professionalism or conduct of the RFO but the reporting format and apologised for the comments the following day.

Undeterred by this, at the conclusion of the meeting the Subject Member loudly and in front of all remaining attendees rehearsed her previous allegations regarding the Town Clerk and perceived failures in his role as Gold Command for Event Management of Tallships 2023 and that he had instigated a cover-up of those things, including by the Police and others, and a cover up of financial irregularities. As a part of this cover-up, she alleged that the Council had paid to receive a national award from the Association of Town Management for the event, another thing that the Council has had to refute, and which damages its reputation.

The Complainant has said that, as the Chair of the Falmouth Town Council Staffing Committee, it is clear to her that the Subject Member continues to consistently fail to recognise both her and the Council's duty of care to its employees and the Subject Member is said to seem to positively relish the fact that she can do this. It is said in the Complaint that this is affecting the wellbeing of the Council's officer team and discourages officers from attending meetings (outside of formal meetings it is only the Town Clerk that now interacts with the Subject Member following the Standards recommendation regarding managing interactions). The Subject Member fails to respect the Council's Chairs, her fellow Councillors, nor observe the practices of the Council and the requirements of the Code of Conduct.

Several social media posts made by the Subject Member have been provided as part of this Complaint to demonstrate the lack of support shown by the Subject Member towards the Town Council in general, with the Subject Member stating at one point, when referring to the Tallships event in the Town in 2023 that she was the sole councillor to witness an expensive shambles at the docks last summer.

In summary, the Complainant has said that that Subject Member has failed to treat others with respect. She has attempted to bully and harass Town Council officers and conducted herself contrary to the standards required, bringing the office of councillor into disrepute. She has failed to comply with the directions of the Monitoring Officer, and the need to complete Code of Conduct Training refresher and as directed by the Monitoring Officer.

Response from the Subject Member

Please note that, as previously advised, for serious health reasons I remain unable to engage with any further Code of Conduct complaints etc without the support of a trained and independent neurodiversity mentor from within the Council's ecosystem.

This is a standard Reasonable Adjustment to which I believe I am legally entitled under the Equalities Act 2010.

I note that the promised neurodiversity training for Falmouth Town Council staff, officers and councillors does not seem to have been rearranged as yet; if it has, I have neither been informed nor invited.

This ongoing campaign of Code of Conduct complaints by members of the Labour group on Falmouth Town Council and others supported by the Town Clerk, combined with his insistence that I engage with these complaints without access to the appropriate accessibility support, feels a lot like bullying and may be discriminatory in fact.

Application of the Code of Conduct

In considering the Complaint as made, I am satisfied that the Subject Member was acting in their official capacity at the time of the alleged conduct and therefore was bound by the Code of Conduct.

As with all ethical standards complaints, this is assessed against the Code of Conduct adopted by the Council and the procedures for assessing complaints adopted by Cornwall Council. The information provided is assessed on the balance of probabilities; this is, would a reasonable person objectively considering of all the facts

be of the view it is more likely than not that the actions of the Subject Member amount to a breach of the Code of Conduct.

Consideration of the Facts

In undertaking this assessment, I have taken into account the fact that there is a quasi-employer/employee relationship between the Subject Member and Council officers and therefore there is a need to ensure that the relationship of trust and confidence, which has to exist in an employment situation, is maintained.

Prior to considering the facts, there is a need to address the comments from the Subject Member as are set out above.

This Complaint was first sent to the Subject Member on 8 August 2024, and it was then raised by the Subject Member that she is of the opinion that she required the support of a trained and independent neurodiversity mentor from within the Council's eco system.

Whilst this is a matter for the Town Council in order to allow extra time for this to be resolved, several extensions of time have been granted to the Subject Member. The Town Council extended offers of support to the Subject Member, but these have been refused.

The Clerk to the Town Council advises that Neurodiversity Awareness training for councillors and staff has been undertaken and she, the Subject Member, has already been made aware of this.

Throughout this, the Subject Member has continued to act in her capacity as a Councillor, without the support she has stated she needs, and it is because of this, that the Complaint is being considered at assessment. The Code of Conduct is a statutory requirement, and it is a requirement of the Localism Act there has to be a system in place to ensure that complaints against a member who is undertaking their duties as a Councillor and on taking office agreed to be bound by the Code.

I will cover the allegations of bullying in the summary, below. However, it is sufficient for the purposes of this assessment to state that, whilst the Subject Member may not like the fact a complaint has been made against her, there is nothing to indicate that the Complaint is bullying in its nature.

Paragraph 2.1 of the Code of Conduct sets out that a Councillor is required to treat others with respect. This is one of the longest standing provisions in the Code and is set in place to ensure that all elected members, whilst being able to challenge matters, do so in a manner which is not personal to others. There is also a need, if the person is an officer of the Council, for the member concerned not to break the relationship of trust and confidence which needs to exist in the employer/employee relationship.

On that basis, there is nothing to prevent any Councillor from challenging the RFO of the Council about financial matters providing this is done in a professional manner, and the fact that the challenges both to the RFO and the Clerk were not brought in this manner is the crux of the Complaint.

At the meeting, the Subject Member is said to have denigrated the professionalism and ability of the RFO, with these comments then crossing from the professional to the personal.

The Subject Member is then said to have again raised allegations regarding the Tallships 2023 event safety and financial matters, which have no basis in proven fact, and even after the meeting recommenced the Subject Member continued to berate the Town Clerk and again what she sees as perceived failures in his role as Gold Command for Event Management of Tallships 2023. Further, it is alleged that the Clerk had instigated a cover up of those things, including by the Police and others, and a cover up of financial irregularities. Further, as part of this cover-up, the Subject Member alleged that the Council had paid to receive a national award from the Association of Town Management for the event, another thing that the Council has had to refute, and which damages its reputation.

Even though paragraph 2.1 is one of the most breached paragraphs of the Code of Conduct, it is highly unusual for a member of any Council to make allegations such as those set out above and have nothing to support them.

I have no doubt that a reasonable person viewing the facts objectively would not expect an elected member to conduct themselves in this manner at a meeting. It is fanciful to suggest that, given the number of different agencies who were involved with Tallships, there has been a cover up of any failings by the Clerk, by default the Subject Member is accusing these agencies of being involved in this.

Alongside this there is a need to consider the employment relationship and I cannot see any circumstances in which an employee would expect to be treated in the same manner by their employer as demonstrated by the Subject Member.

Therefore, it is considered that the Subject Member has breached paragraph 2.1 of the Code of Conduct for Falmouth Town Council.

The requirements imposed by paragraph 2.10 of the Code of Conduct state that a member must not conduct themselves in a manner which could reasonably be regarded as bringing their office or the Council into disrepute.

In taking into account all of the facts of this matter, that is the comments at the meeting on 8 July 2024 and the comments on social media, some of which link to the comments made at the meeting, as well as being disrespectful these also can be reasonably regarded as disreputable.

A reasonable person would no doubt expect their local member to challenge the Council when it was appropriate to do so and use quantifiable evidence to support their argument. Rather than do this, the Subject Member has adopted a stance of confrontation by continuing to go back over unfounded allegations and conspiracies in a manner which cannot be one a reasonable person would support.

Due to this conduct it is considered that the Subject Member has brought her office, but not her Council, into disrepute and has therefore breached paragraph 2.10 of the Code.

Having been found in breach of paragraphs 2.1 and 2.10 of the Code of Conduct, it follows that the Subject Member has failed to uphold the high standards of conduct

which are expected of her and because of this the Subject Member has also breached 2.10 of the Code of Conduct for Falmouth Town Council.

Views of the Independent Person

Having read the screenshots accompanying the Complaint, it would seem that Councillor Young may be using her position to air her views as a critic of Falmouth Town Council and is accused of showing no regard to the Council's Social Media Policies. It is alleged that she has been the subject of previous complaints and has refused to comply with Standards Assessment Notices and stated them to be flawed and biased. She did not attend Code of Conduct refresher training contrary to a Standards Assessment recommendation.

It is alleged that Councillor Young has been disruptive during the Council meeting on 8 July 2024 causing it to be adjourned and at that meeting, and on its resumption, was critical of the RFO and the auditing of Tallships 2023, stating that she also believed there was poor management by the Town Clerk including, inter alia, financial irregularities. She also accused the Town Council of paying to receive a national award for the event. Councillor Young was told that her allegations were untrue and had been addressed in a previous Standards Decision Notice. I note that it would appear that Councillor Young has not provided any evidence to support her comments about any irregularities or mismanagement.

It would appear that Councillor Young has a history of conflict with the Town Council and in Councillor Coley's view has been consistently disruptive and disrespectful to her colleagues. I note that the names of three witnesses have been provided in support of the Complaint.

My note above indicates that the Code of Conduct applies to all members of the Council and that it is the member's responsibility to comply with the Code. I do not believe that Councillor Young has accepted either of those aspects. I have not had the benefit of Councillor Young's response but on the balance of probabilities from what I have read, I feel it is likely that Councillor Young has breached the Code, sections 2.1, 2.5, 2.10 and 2.13 as stated at the head of the Complaint.

Summary and Actions

In considering this Complaint, I can find nothing to suggest bullying or political interference as has been suggested by the Subject Member and there is nothing which has been provided in the course of assessing this Complaint that the Clerk has insisted that the Subject Member respond to the Complaint. The Clerk has offered to assist the Subject Member, but this offer was refused.

In assessing this Complaint the consideration was, should an elected member be allowed to challenge the professionalism of officers in public, to make unfunded allegations and do this without anything to support the allegations made.

In adopting the stance of a reasonable person, the way the Subject Member spoke at the meeting on 8 July 2024 breached the Code both from the stance as what was said which was disrespectful on a personal basis and that it breached the trust and confidence that the Subject Member should be working to maintain.

The ability to speak at Committees when a Councillor is not a member of that Committee is not an automatic right, and it is noted that the Standing Orders for the Town Council which were agreed in May 2024, at Standing Order (1)(u) it states that Councillors who are non-committee members can attend and speak at the discretion of the Chair, usually on a matter affecting their ward. They cannot vote.

Given the manner in which the Subject Member chooses to address officers and the disruption this brings to Committee meetings, it is recommended to the Town Council that the rights extended to its members under Standing Order 1(u) are removed from the Subject Member until May 2025.

What happens now?

This decision notice is sent to the Complainant, the member against whom the allegation has been made, the Clerk to Falmouth Town Council and a copy placed on Cornwall Council's web site.

Right of review

At the written request of the Subject Member the Monitoring Officer can review and, if the review is successful this may result in a change to the finding made in the original assessment.

We must receive a written request from the Subject Member to review this decision within 14 days from the date of this notice, explaining in detail on what grounds the decision should be reviewed. The grounds for requesting a review must be substantive, and a re-submission of the original complaint will not be classed as substantive, and neither will a request that sets out the findings are disagreed with. There must be fresh information in the request which was not considered at assessment which is such that this may result in a different outcome.

If we receive a request for a review, we will write to all the parties mentioned above, notifying them of the request to review the decision.

Additional help

If you have difficulty reading this notice we can make reasonable adjustments to assist you, in line with the requirements of the Equality Act 2010.

We can also help if English is not your first language.