



FALMOUTH TOWN COUNCIL

Agenda Council Meeting

Date 10/03/2025
Time 19:00 -
Location Council Chamber
Chair A Rowe
Explanation You are hereby summoned to attend a meeting of Falmouth Town Council to be held in the Council Chamber on Monday 10th March 2025 at 1900 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

- 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.
- 4 Minutes**
To take as read and confirm as accurate the minutes of the meetings held on 9th December 2024 and 25th January 2025. (1-19)
- 5 Town Mayors Report**
To receive such communications as the Town Mayor may wish to lay before the Council. (20)
- 6 Deputy Mayors report**
To receive such communications as the Deputy Mayor may wish to lay before the Council. (21)
- 7 Public Questions**
None received.

- 8 Police Report**
To receive the Falmouth Community Police Report.
- 9 Fairtrade**
To receive the Falmouth Fairtrade Report. (22-23)
- 10 Community Network Manager Report**
To receive the report of the Falmouth and Penryn Community Link Officer.
- 11 Cornwall Councillor Reports**
To receive the reports of the Falmouth Cornwall Councillors.
- 12 Committee Reports**
To receive and consider the Reports from the following Committees:
- 12.1 Finance & General Purposes Committee Part I Reports dated 20th January 2025 and 24th February 2025. (24-81)
- 12.2 Planning & Licensing Committee Reports dated 16th December 2024, 13th January 2025, 3rd February 2025 and 24th February 2025. (82-155)
- 12.3 Cultural Services & Leisure Committee Report dated 15th January 2025. (116-126)
- 12.4 Grounds Facilities & Environmental Action Committee Report dated 15th January 2025. (127-154)
- 13 Financial Regulations 2025-27**
Pursuant to Minute F7020 to approve the recommendation of the Finance & General Purposes Committee to approve the attached Financial Regulations (in Finance and General Purposes Minutes dated 24th February 2025).
- 14 Code of Conduct Complaint - Decision Notice**
To note the outcome of the Code of Conduct complaint relating to Councillor Young and consider the recommendations therein. (155-159)
- 15 Town Management Report**
To receive the Town Management Report. (160-161)
- 16 Town Clerks Report Part I**
To receive the Town Clerk's Part I Report. (162)
- 17 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

Minutes of a meeting of the Council held on Monday 9th December 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, D V Evans BEM, A J Jewell CC (from point mentioned), D A Konik, T M Pearce, E E Seiler, D W Saunby CC, J M P Spargo and Z Young (to point mentioned).

In Attendance: A M Williams (Town Clerk)
D C Shankland (Communications Officer)
J C Aston (Multi-skilled Operative Grounds)
S M Addinall (Falmouth Fire Station)
Councillor L Magowan (Cornwall Council, Arwenack ED)
P Fitzpatrick & J Grafton (Falmouth Fairtrade)
P Wellings & A Gilbert (Truro and Penwith College)
S Pond (Macebearer)
C Ford & K Merton (South West Water)

C6021 APOLOGIES

Apologies were received and approved from Councillors Eva (holiday), G F Evans (ill), and Robinson (holiday).

C6022 INTERESTS AND DISPENSATIONS

None received.

The Mayor had assumed that Councillor Young would declare an interest in Minute C6037. She did not and he reminded her of the advice received that she should consider declaring an interest. Nevertheless, he advised that he would permit her to address the matter.

C6023 COMMUNITY SAFETY AND FIRE REPORT

The report of the Falmouth Community Fire Station Manager was received and included an update on Cornwall's longest fire, and he answered questions thereon, advising that the Environment Agency's investigation remained ongoing and why costs had been accrued. He also updated on fundraising for local charities and dementia awareness support.

C6024 MINUTES

It was proposed by Councillor Rowe seconded by Councillor Coley and

RESOLVED that the Part I minutes of the meeting held on 30th September 2024 be confirmed as a correct record and signed by the Chair.

C6025 DEPUTY MAYOR'S REPORT

The Deputy Mayor presented their report that was duly noted.

C6026 COMMUNITY POLICE REPORT

The Mayor reported a positive meeting with Falmouth Police Inspector Milburn, who would attend a future meeting of the Council with a community policing update.

C6027 PUBLIC QUESTIONS

None received.

C6028 MARITIME LINE

Councillor D V Evans reported on the meetings of the Forum and positive usage figures for the branch line as well as the outcomes of the user survey. He responded to questions including on tree clearance (diseased tree removal only). The report and minutes were duly noted.

C6029 FALMOUTH ACCELERATED PROGRAMME: STORM OVERFLOW REDUCTION: SOUTH WEST WATER

Charlie Ford, Project Manager presented an update on the Programme, and with Kathy Merton the Regulatory Programme Manager responded to questions. The Combined Sewerage/Storm Overflows had been extended to 17 (from 9 planned) and he explained how they sat in the overall programme. There were four ways to reduce: Infiltration, surface water separation, building additional storage, and operational/asset optimisation. He updated on the wider Falmouth scope and schematic and the Queen Mary Gardens plan current position – two options: deliver a storm tank at 300sqm alongside infiltration reduction, and deliver reduced storage, alongside surface waters separation and infiltration reduction. Now postponed from 31st March 2025 completion to after the 2025 summer embargoes, this was to investigate feasible surface water separation opportunities. Over 2800m of sewer had been surveyed and that data would inform the proposals by clarifying road gully connections. 17 new screens would be required, and he outlined their positioning.

Next steps: holistic catchment review and detailed design proposals for fast track elements of work was due to complete in June 2025; Queen Mary Gardens sat outside that work and would remain accelerated, with surface water proposals or decision making early in 2025; there would be a re-evaluation of the Falmouth Catchment model to deliver ‘quick wins’; deliver ‘no regrets’ work such as infiltration at Queen Mary Gardens and further; establish collaborative relationships with local and broader stakeholders, that would include the Town Council.

C6030 TOWN MAYOR’S REPORT

The Town Mayor presented their report that was duly noted. Additionally, he was pleased to note that the Council had received a Judge’s Commendation in the Cornwall Sustainability Awards and had been shortlisted for Council of the Year in the National Association of Local Councils Awards, as well as nominations for Sustainability and for the Town Clerk. He also referenced the statement from the Mayor of Penzance previously circulated to councillors and supported.

Alongside Truro and Penwith College he presented the Council’s Multi-skilled Operative (Grounds) Jack Aston with the Institute of Leadership and Management award.

He also presented Sean Pond with a long-service award for acting as Macebearer for 18 years.

The Mayor adjourned the meeting at 7.55pm and reconvened at 8pm.

C6031 COMMUNITY AREA PANEL

The Panel’s Action Notes were duly noted.

C6032 CORNWALL COUNCILLORS REPORTS

Arwenack

Councillor Magowan updated on the trader concession in Queen Mary Gardens which was being reviewed by Cornwall Council. He had also met with St Michaels Hotel and the Licensing Officer regarding the Oyster Festival event. He also updated on the planning application for the Gylly Café, which would see a proposed wall removed and the steps from Cliff Road retained for public access during operating hours. He also updated on the Cornwall Leisure Framework, alongside the representations of the Town Council he had challenged the formula used to establish public swimming need, this had been considered by Cornwall Council's Overview and Scrutiny Committee and was progressing to Cabinet consideration where the Framework was likely to be ratified.

Trescobeas and Budock

Councillor Saunby updated on the Falmouth Fire Station Managers report regarding the fire at Kergilliack and the Environment Agency licensing of the Greenspot, and the maintenance of the hedge adjoining the Fire Station. The Station Manager confirmed the hedge was the responsibility of the Fire Service and was being looked into. Councillor Saunby reported upon highway issues at Hillhead Road and pavement height, and at Eve Parc, as well as housing issues he had assisted. He updated on his work on the Miscellaneous Licensing Committee at Cornwall Council.

Penwerris

Councillor Rowe reported on his induction at Cornwall Council. He was taking up a number of housing issues for residents and with Councillors Konik and Pearce met with the Penwerris Tenants Association. Mould Survey actions and remediations remained an outstanding matter. Caravans in the highway near Ponsharden were being moved by the Highways Authority. He was disappointed that some planning application call-ins he had taken forward for the Town Council had been ignored by Cornwall Council who were dismissive of Neighbourhood Plan policies.

Boslowick

Councillor Jewell presented later in the meeting when he was able to join, and reported on storm damage to trees locally. He had supported the recent Motion to Cornwall Council regarding farmers inheritance tax.

C6033 FAIRTRADE FALMOUTH

The Fairtrade Falmouth representatives reported upon local Fairtrade events during 2024 the last of which was participation in the Green Libraries Week and looking forward to 2025 which would be a 20th anniversary year for Fairtrade Falmouth. The report was noted, and Councillors would participate in promoting anniversary events.

C6034 COMMITTEE REPORTS

The Finance and General Purposes Committee Part I Report dated 21st October 2024 was presented by Councillor Clegg, Vice-Chair of the Committee.

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

RESOLVED that the Part I Report of the Committee dated 21st October 2024 be approved.

The Finance and General Purposes Committee Part I Report dated 2nd December 2024 was presented by Councillor Clegg, Vice-Chair of the Committee.

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

RESOLVED that the Part I Report of the Committee dated 2nd December 2024 be approved.

The Grounds, Facilities and Environmental Action Committee Part 1 Report dated 13th November 2024 was presented by Councillor Clegg, Chair of the Committee.

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

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

The Cultural Services and Leisure Committee Part I Report dated 13th November 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 I Report of the Committee dated 13th November 2024 be approved.

The Planning and Licensing Committee Report dated 30th September 2024 was presented by Councillor Clegg, Vice-Chair of the Committee.

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

RESOLVED that the Report of the Committee dated 30th September 2024 be approved.

The Planning and Licensing Committee Report dated 21st October 2024 was presented by Councillor Clegg, Vice-Chair of the Committee.

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

RESOLVED that the Report of the Committee dated 21st October 2024 be approved.

The Planning and Licensing Committee Report dated 11th November 2024 was presented by Councillor Clegg, Vice-Chair of the Committee.

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

RESOLVED that the Report of the Committee dated 11th November 2024 be approved.

The Planning and Licensing Committee Report dated 2nd December 2024 was presented by Councillor Clegg, Vice-Chair of the Committee.

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

RESOLVED that the Report of the Committee dated 2nd December 2024 be approved.

C6035 NATIONAL ASSOCIATION OF LOCAL COUNCILS - SUPER COUNCILS NETWORK

The notes of the meeting of the Super Councils Network held on 15th November 2024 were duly noted.

C6036 TOWN MANAGEMENT REPORT

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

C6037 TOWN CLERK'S REPORT – PART I

The Town Clerk presented his Part I Report including an update on storm damage and remediation measures that was duly noted. And:

Cornwall Council - Assessment Decision Notice, Councillor Zoe Young - CCN045/24/25

The Town Clerk reported the received decision notice and recommended actions therein to remedy the breaches.

The Mayor permitted Councillor Young to speak to the report and reminded her not to raise matters not pertinent to the Council's consideration. Councillors Coley and Edwards also spoke to the report.

A request for a recorded vote was received and it was proposed by Councillor Rowe, seconded by Councillor Edwards and

RESOLVED that the report be noted and that Councillor Young had breached the Code of Conduct in being disrespectful of council officers, breaching the trust and confidence that she should be working to maintain, then given the manner she chooses to address officers and the disruption she brings to committee meetings then Councillor Young's ability to speak at Committees that she is not a member of under Standing Order 1(u) be removed until May 2025.

Those voting for the Motion: Councillors Clegg, Coley, Edwards, Konik, Pearce, Rowe, Saunby, Seiler and Spargo. Those voting against the Motion: Councillor Young. Those abstaining from voting: Councillor D V Evans.

Councillor Young now left the meeting and Councillor Jewell now joined the meeting.

C6038 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
9TH DECEMBER 2024

C6039 MINUTES- PART II

It was proposed by Councillor Rowe seconded by Councillor Coley and

RESOLVED that the minutes of the special meeting of the Council held 30th September 2024 be confirmed as a correct record and signed by the Chair.

C6040 COMMITTEE REPORTS

The Report of the Staffing Committee dated 14th October 2024 was presented by Councillor Coley, Chair of the Committee.

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

RESOLVED that the Report of the Committee dated 14th October 2024 be approved.

The Part II Report of the Grounds, Facilities and Environmental Action Committee dated 13th November 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 II Report of the Committee dated 13th November 2024 be approved.

The Part II Report of the Cultural Services and Leisure Committee dated 13th November 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 13th November 2024 be approved.

The Part II Report of the Finance and General Purposes Committee dated 21st October 2024 was presented by Councillor Clegg, Vice-Chair of the Committee.

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

RESOLVED that the Part II Report of the Committee dated 21st October 2024 be approved.

The Part II Report of the Finance and General Purposes Committee dated 2nd December 2024 was presented by Councillor Clegg, Vice-Chair of the Committee.

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

RESOLVED that the Part II Report of the Committee dated 2nd December 2024 be approved.

There being no further business to transact the Town Mayor declared the meeting closed at 8.35 pm.

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



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.

FALMOUTH TOWN COUNCIL

Minutes of a meeting of the Council held on Monday 20th January 2025 at 8.20pm held in the Atherton Suite, The Old Post Office, The Moor, Falmouth. TR11 3QA

Present: Councillors A L Rowe CC (Town Mayor), L D Coley (Deputy Mayor), D E Clegg, S D Eva, D V Evans BEM, A J Jewell CC, D A Konik, T M Pearce, J C Robinson, D W Saunby CC, E E Seiler, and J M P Spargo.

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

C6041 APOLOGIES

Apologies were received and approved from Councillors Edwards (family matter), and G F Evans (ill).

C6042 INTERESTS AND DISPENSATIONS

None received.

C6043 PRECEPT 2025/26

The Town Mayor requested the Chair of the Finance and General Purposes Committee to present the agreed 2025/26 budget to enable the Council to confirm the 2025/26 precept call which needed to be notified to Cornwall Council. This notification had been delayed from 31st December 2024 to allow the Council to further consider its draft budget. The precept would be paid in two instalments on 1st April 2025 and 1st September 2025.

The Chair of the Finance and General Purposes Committee outlined the process of budget setting through service committees and service leads which had been thorough and considered. She recognised the considerable efforts of the Responsible Financial Officer in preparing the budget recommendation. She referenced inflation and increasing commodities and contractor costs and the Council's commitments to address its low General Fund Reserve balance. The second homes levy income would create an earmarked reserve for renovation works to the Municipal Buildings. The recommendation saw consolidation and resilience for the Council's services. In response to Councillor questions the Responsible Financial Officer advised that it was not fiscally responsible to use general reserves balances as part of budget setting, nor set a budget that would knowingly require the use of reserves.

The Mayor requested that the thanks and recognition of the Council for the efforts of the Responsible Financial Officer be noted.

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

RESOLVED that the Council confirms the 2025/26 budget and sets its precept for 2025/26 at £3,677,262.79.

A Council Tax Band D equivalent of £444.06 per annum. An increase of 2.97% (£12.82 per annum at band D) over 2024/25.

Councillor Saunby had requested that voting be recorded. Those voting for the motion: Councillors Clegg, Coley, Eva, Konik, Pearce, Robinson, Rowe, and Seiler. Those voting against: Councillors D V Evans, Jewell, Saunby and Spargo.

There being no further business to transact the Town Mayor declared the meeting closed at 8.40 pm.

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

Mayor's Report: March 2025

This has been a busy few months with lots of events and invitations from local groups and organisations. The main event was the Xmas period and this kicked off with the Xmas lights switch on which was very well attended and was a good community event. On 1st Dec I attended the Xmas Tree Festival at Princess Pavilion and there was a good turn out, it was a pleasure to thank all of the community groups involved and this event is going from strength to strength. On 3rd Dec I was able to go to St Francis School to give vouchers to the 2 winners of the Xmas Card design competition as both winners were from the same school, they were delighted to have won and we took a few photos with them at the school.

On 5th December I went to the Source FM Xmas carol concert and this year I was happy to support the event with a cash donation which allowed the event to proceed, it obviously means a lot to the children who sing on the night and hopefully this event will grow to become a staple of our Xmas calendar. The Festive Weekend planned for the 7th/8th was cancelled due to predicted bad weather and that weather did turn up and so cancelling was the right thing to do but of course it was disappointing for us all but we can't control the weather.

On 13th I attended the Docks as a guest of A+P and heard all about their plans to grow and expand their business to provide more jobs locally. On the 22nd I attended the 9 Lessons Service at KCMC and read one of the lessons. This was a special evening for me and it reminded me of when I used to go as a child and for me it is what a real Xmas is all about. It was a lovely community feeling with lots of good cheer.

January is traditionally a quiet time for the Mayor as people get into gear for the new year and events slow down which gives people a time to reflect on both the past year and the new one. However on Jan 10th with the Mayors Secretary, we went to the Falmouth Hotel to talk about the planned Mayors Ball and it was exciting to imagine the event coming together for the end of March. On the 17th, I was honoured to take Councillor Geoffrey Evans to lunch at the Greenbank Hotel with a few of his invited guests to thank him for his 50 years of service to the Town, he stands as an example to us all and it was fascinating to hear his stories of the past 50 years and to hear about his friendship with our dear late Queen.

The 23rd was spent at a CALC event in Truro Library and the main point of discussion was the potential for local govt reorganisation over the next 5 years. On the 24th I went to the Barchester Care Home to celebrate their 3rd anniversary and I enjoyed an afternoon of entertainment tea and cakes and lots of chats with the residents and staff, it is a lovely facility.

The 1st Feb brought a visit from Alison Hernandez PCC who was able to give us an overview of policing locally and to discuss any new resource that may become available to us in the near future. On the 4th Feb with Cllr Clegg we held a Tree Champions Day at the Atherton Suite to welcome some new members and to offer training and updates to all our members to help us support the trees of Falmouth whenever able.

The past few weeks have been spent meeting business owners in the Town to see what their concerns are locally and to drum up support for the Mayors Ball which I hope will be a successful night that will raise money for the Young Generation Theatre Group.

Deputy Mayor Report (Full Council Meeting for 10th March 2025)

It has been a relatively quiet time since the last Council meeting held in December, However, I have had the opportunity to represent Falmouth Town Council as Deputy Mayor through undertaking the following engagements:

On Wednesday 11th December I along with Cllr Pearce as my consort attended a Band of Brothers presentation ceremony at Pendennis Community Centre, Falmouth Town Council was acknowledged for its support in working with this charity. A Band of Brothers works with young men aged 18-25 who are in the criminal justice system or at risk, helping them to turn their lives around through mentoring. It was very heartening to hear personal accounts of how this organisation had helped them.

The Mayor, Demelza, Val and I presented Cllr Geoffrey Evans MBE the Freedom of Falmouth Award for his services over more than fifty years to the town with a lunch at the Greenbank Hotel, Cllr Evans entertaining anecdotes from his experiences on FTC made for a very enjoyable lunch.

Towards the latter part of January, I attended the relaunch of Newell's Travel agency on the Moor. It was very well attended and the revamp looked amazing.

The Falmouth Marine Band presentation evening took place in February. The money they have raised over the year through events they have performed at has enabled them to support local charities. It was a privilege to be part of this presentation, they were very generous with their time and funds supporting at least ten charities across the town which included sports, veterans and the arts groups. A real sense of community prevailed throughout the evening.

Recently I attended the NALC Parliamentary reception held at the House of Lords with the Town Clerk and Cllr Edwards, Falmouth Town Council had been nominated for three of the five awards, Clerk of the Year, Town of the Year and Sustainability. The nominations recognised Falmouth's achievements that the officers, councillors and the community of Falmouth dedicate to making Falmouth a good place for everyone.

Fairtrade Falmouth

Quarterly Report to Falmouth Town Council Meeting 10th March 2025

Fairtrade Sign welcoming visitors to Falmouth

It is a dream come true to see not one but two **Fairtrade Signs** welcoming visitors to our town. We are extremely grateful to Falmouth Town Cultural Services Committee for funding this project and to Karen Hall, strategic Environmental Officer for seeing this project through. **THANK YOU** so much. It is a very fitting way to celebrate 20 years of Falmouth as a Fairtrade town.

Fairtrade events in 2025

Our first event this year takes place Saturday 8th March. We are looking looking forward to participating in the BENOW Festival - a community festival exploring the culture of women. This 4-day event organised by Falmouth Art Gallery begins Wednesday 4th March 2025. We have been invited to take part Saturday 8th March in the Council Chambers. We will be highlighting women Fairtrade tea farmers and workers. The Fairtrade team will serve Fairtrade refreshments throughout the day.

If our team members are available, we are happy to take the opportunity to promote Fairtrade at any events happening in the town. Later this year we are planning to have a presence at one of the Parklive events. The Great Big Green Week (7th - 15th June) is an event that offers Fairtrade Falmouth the opportunity to show Fairtrade's support for climate action. We hope to take part in this event in some way. If the Fun Palace event is taking place later this year, and we are available, we would love to be part of this event too.

Celebrating 20 years of Fairtrade in the town of Falmouth

In our November quarterly report we floated the idea of bringing together representatives from local businesses, Falmouth & Penryn university, town councillors and those involved in gaining Fairtrade Town status way back in 2005, to celebrate together this milestone and to say thank you. Is this possible? We have no idea what it takes to organise an event like this nor the cost involved. We have a small balance in our Fairtrade account which enables us to run ongoing events, so it would be difficult for us to make a contribution towards costs but we could look at organising a fundraising event to help towards funding a celebratory event.

Fairtrade Fortnight 2025 22nd September - 5th October 2025. Fairtrade campaigners will be celebrating the difference we can all make when we choose Fairtrade. There will be a big focus on Fairtrade Tea. The council chambers is an ideal venue for our team to celebrate Fairtrade Fortnight with our supporters. We hope we can have the use of the chambers as usual. We will explore a possible date for the event at our next meeting and will contact the mayor's secretary.

Falmouth and Penryn University.

We have enjoyed taking part in Freshers Week over the past few years, and plan to continue this initiative. We would like to repeat the give-away project we ran last year, however, we need to explore ways to fund this.

Pat Fitzpatrick 3rd March 2025

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 20th January 2025 at 7.00 pm.

Present: J C Robinson (Chair), D E Clegg (Vice-chair), L D Coley, S D Eva, D V Evans BEM, A J Jewell CC, T M Pearce, and A L Rowe CC.

Councillors D A Konik, B M A Ross, D W Saunby CC, E E Seiler (from point mentioned), and J M Spargo also attended.

In Attendance	A M Williams	(Town Clerk)
	R N Thomas	(Responsible Finance Officer)
	A Westcott & J Chambers	(Falmouth United Grant applicants)
	J Ellis & P Oxford	(Kernow Pickleball Grant applicants)
	S Nicholls & J Williams	(Falmouth Docks Table Tennis Grant applicants)

F6996 APOLOGIES

None received.

F6997 INTERESTS AND DISPENSATIONS

Councillor Eva declared a non-registerable interest in the Falmouth Age Concern grant application, as he was appointed to the management committee, and left the meeting during the consideration thereof.

F6998 MINUTES

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

RESOLVED that the Part I Minutes of the meeting held on 2nd December 2024 be confirmed as a correct record of the proceedings and signed by the Chair.

F6999 GRANT APPLICATIONS

The 2024/25 grants schedule was duly noted.

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

RESOLVED that pursuant to section 19 of the Local Government (Miscellaneous Provisions) Act 1976, the Kernow Pickleball Club be awarded a grant of £242 towards the promotion of and provision of pickleball sessions in Falmouth.

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

RESOLVED that pursuant to section 19 of the Local Government (Miscellaneous Provisions) Act 1976, Falmouth Town AFC be awarded £2000 towards the upgrade of ground facilities to meet league requirements.

Councillors committed to allocate Town Council and Cornwall Council Councillor Community Chest funds to increase the Falmouth Town AFC funding to meet the match-funding level to access Football Association financial support (£3750).

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

RESOLVED that pursuant to section 19 of the Local Government (Miscellaneous Provisions) Act 1976, Falmouth United Youth FC be awarded £1000 towards the provision of pitch hire and equipment.

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

RESOLVED that pursuant to section 19 of the Local Government (Miscellaneous Provisions) Act 1976, Falmouth Docks Table Tennis Club be awarded £2284 towards the provision of an outdoor table tennis installation at Dracaena Fields, subject to consents.

An amendment by Councillor Eva that a grant of £1000 be made was not seconded.

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

RESOLVED that pursuant to section 133 of the Local Government Act 1972, Falmouth Age Concern be awarded a 2025/26 annual grant of £1000 towards the charity's organised events.

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

RESOLVED that pursuant to section 1 of the Localism Act 2011, Coast Medic be awarded a 2025/26 annual grant of £1000 towards the maintenance of vehicles and provision of uniforms.

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

RESOLVED that pursuant to section 133 of the Local Government Act 1972, Bosvale Community Centre be awarded a 2025/26 annual grant of £1000 towards the charity's costs in providing community hall booking availability.

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

RESOLVED that pursuant to section 1 of the Localism Act 2011, Carnon Carers be awarded a 2025/26 annual grant of £250 towards the charity's organised events.

The Community Chest Fund schedule was duly noted as was the advice of the Town Clerk to ensure allocations were made before the commencement of the pre-election period restrictions from 14th March 2025.

F7000 PROJECTS

The Committee noted the following project updates:

Resource

Works currently progressing to programme and to budget, Arts Council Funding application for technical fit out equipment currently in progress. Project completion date 31st March 2025. Leases being created for Source FM occupation and for Café provider, the franchise to be tendered.

Princess Pavilion

Community Ownership Fund works regarding energy efficiencies were in progress or complete. Floor works were in progress. Temporary site closure was required during part of January 2025.

Town Vitality Funding

The additionality funding from the Town Centre Masterplan Works had enabled an additional project. There was also additional funding from a further stream of shared prosperity funding. The shop front improvements grant scheme had been well taken up and the application window was now closed, and first payments had been made. Further social economic and footfall surveys for three years would be undertaken for the town centre.

F7001 FORECAST YEAR END POSITION

The Responsible Financial Officer presented the forecast year end position for 2024/25 as of 31st December 2024 and with the Chair responded to questions.

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

RESOLVED that the 2024/25 forecast be noted.

Councillor D V Evans requested that his name be recorded as having voted against.

F7002 2025/26 DRAFT BUDGET

The Chair reported that all service committee and service manager input and recommendations had now been received and had informed the draft budget. The Responsible Financial Officer had inputted inflationary and other cost increases that were known. The second-homes levy would be used to create an Earmarked Reserve to match funding for improvements to the Municipal Buildings, there was also a commitment to gradually reinstate General Fund Reserve levels. This would see an increase of £12.82 per annum at Band D over 2024/25 (2.97%). £8.55 per annum at Band A. She recommended the adoption of the draft budget to enable the Council to set its 2025/26 precept. With the Responsible Financial Officer, she responded to questions and requested that each committee member talks to the proposal.

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

RESOLVED that the 2025/26 Budget as attached be approved and the Council recommended to determine its precept.

Councillors D V Evans and Jewell requested that their names be recorded as having voted against. Councillor Seiler entered the meeting during the consideration of the above matter.

F7003 LOCAL GOVERNMENT SETTLEMENT AND REFORMS

The Devolution White Paper, Remote meetings intention, Joint Panel on Accountability and Governance review, and the Standards Regime consultation updates were all noted.

F7004 NATIONAL ASSOCIATION OF LOCAL COUNCILS

Chair's Letter

The Chair's open letter to all Councils was duly noted.

National Awards

The Council's shortlisting in three award categories was noted with satisfaction.

F7005 LOCAL AUTHORITY PROPERTY FUND

The implementation of the Sustainability Disclosure requirements was noted.

F7006 LLOYDS BANK NOTIFICATION

The interest rate notification was noted.

F7007 CORNWALL COUNCIL TRADING CONCESSIONS

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

RESOLVED that the Council advises Cornwall Council that it does not support the use of Gyllyngvase Car Park for 'pop-up' trading concessions, as it was concerned at a lack of local consultation and engagement with the proposal, which would have an unacceptable visual impact on the Conservation Area, as well as the loss of parking space which would have a detrimental impact, particularly in the summer season. Additionally, there are safety concerns encouraging pedestrian footfall in a car park.

F7008 FALMOUTH INFORMATION SERVICE

The footfall and usage data for 2023 and 2024 was noted.

F7009 EXPENDITURE AND PETTY CASH

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

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

F7010 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.

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 November 2024 - PO Building	24/25PO3411	1,518.00	1,518.00	-	1,518.00
DD	Cornwall Council - Business rates November 2024 - PO Building 1st Floor	24/25PO3412	873.00	873.00	-	873.00
DD	Cornwall Council - Business rates November 2024 - Municipal Building	24/25PO3413	707.00	707.00	-	707.00
DD	Cornwall Council - Business rates November 2024 - PO Building 2nd Floor	24/25PO3414	561.00	561.00	-	561.00
DD	Cornwall Council - Business rates-November 2024-Cemetery Pennance Rd	24/25PO3415	593.00	593.00	-	593.00
DD	Cornwall Council - Business rates November 2024-Cemetery Swanpool Rd	24/25PO3416	307.00	307.00	-	307.00
DD	Cornwall Council - Business Rates November 2024 - Mortuary	24/25PO3417	327.00	327.00	-	327.00
DD	Cornwall Council - Business rates November 2024 - Quarry Car Park	24/25PO3418	134.00	134.00	-	134.00
DD	Cornwall Council - Municipal Building November 2024 - Library	24/25PO3419	1,206.00	1,206.00	-	1,206.00
DD	Cornwall Council-Business rates November 2024- Princess Pavilion	24/25PO3420	852.00	852.00	-	852.00
DD	Cornwall Council - Council Tax November - Kimberley Park Lodge	24/25PO3421	-	-	-	-
DD	Cornwall Council - Business Rates November - Pendennis Point Car Park	24/25PO3422	100.00	100.00	-	100.00
BP	Tessa Marie expenses - Oat milk x6, Tea bags	24/25PO3423	14.69	14.69	-	14.69
BP	Tessa Marie expenses - Winter boots	24/25PO3424	65.70	65.70	-	65.70
	BACS Payment Marie		80.39	80.39	-	80.39
BP	Jacob Moss Expenses - Taxi to & from Eat Art to collect collection AG	24/25PO3425	19.00	19.00	3.17	15.83
BACS	Absolute Canvas - Marquee hire 7-8th Dec 2024 Festive w'end	24/25PO3426	3,068.18	3,068.18	511.36	2,556.82
BACS	AGMP- Big Country Tick sales 15/10 (-INV 2976-2064.04=£3725.96 to pay)	24/25PO3427	5,790.00	5,790.00	965.00	4,825.00
BACS	Art Angels - Card for Shop Stock AG	24/25PO3428	480.89	480.89	80.15	400.74
BACS	Bartletts - Walk in Fridge repair PP	24/25PO3429	239.08	239.08	39.85	199.23
BACS	BHGS - x2prs secateurs Grounds team	24/25PO3430	112.49	112.49	18.75	93.74
BACS	BHGS - Biogreen phoenix greenhouse heater-gylyngdune gardens	24/25PO3431	261.60	261.60	43.60	218.00
	Total BACS -BHGS		374.09	374.09	62.35	311.74
BACS	Sam Bradbury - Cat Half term w'shop 29/10 AG	24/25PO3432	90.00	90.00	-	90.00
BACS	Sam Bradbury - Flappin Bat half term w'shop 31/10/24 AG	24/25PO3433	90.00	90.00	-	90.00
	Total BACS -Bradbury		180.00	180.00	-	180.00
BACS	Mark Claxton - Sound engineer 3 Daft Monkeys PP	24/25PO3434	180.00	180.00	-	180.00
BACS	Clear Brew - Dispense check & clean sockets/keg/b'boards PP	24/25PO3435	150.00	150.00	25.00	125.00
BACS	Cornwall Council -Occupational Health referral M Brotherton	24/25PO3436	360.00	360.00	60.00	300.00
BACS	Cornwall Council - Occ Health retainer 30/10/24-31/10/25	24/25PO3437	2,280.00	2,280.00	380.00	1,900.00
BACS	CSE - Touch software x 3 terminals PP	24/25PO3438	90.00	90.00	15.00	75.00
BACS	Denmans - 18w 4 pin white DD Lamp x5- PP	24/25PO3439	26.16	26.16	4.36	21.80
BACS	Denmans - 18w 4 pin white DD Lamp x9- PP	24/25PO3440	47.09	47.09	7.85	39.24
BACS	Denmans - Dulux 9w white - Facilities	24/25PO3441	19.24	19.24	3.21	16.03
	Total BACS -Denmans		92.49	92.49	15.42	77.08
BACS	Easy EPC - Display Energy Certificate OPO	24/25PO3442	594.00	594.00	99.00	495.00
BACS	Easy EPC - Display Energy Certificate MB	24/25PO3443	594.00	594.00	99.00	495.00
	Total BACS -Easy EPC		1,188.00	1,188.00	198.00	990.00
BACS	FFC - Mised Salad Leaves	24/25PO3444	14.00	14.00	-	14.00
DDR	G45 - Cash collection x4 1-31/10/24	24/25PO3445	154.03	154.03	25.67	128.36
BACS	Greenhams - Bleach, mini jumbo 2ply toilet rolls - Toilets	24/25PO3446	367.62	367.62	61.27	306.35
BACS	Greenhams - Emergency eye wash, first aid plasters-Toilets	24/25PO3447	81.90	81.90	13.65	68.25
BACS	Greenhams - Respirator,spectacle afety x2,coveralls,gloves PP	24/25PO3448	112.58	112.58	18.76	93.82
BACS	Greenhams - Regatta Jacket x5, sea logo,FAL Town Team, BID, FTC	24/25PO3449	214.31	214.31	35.72	178.59
	Total BACS -Greenhams		776.41	776.41	129.40	647.01
BACS	Datasharp - Printing PP/OPO/MB	24/25PO3450	217.82	217.82	36.30	181.52
BACS	Duchy Hospital - Physio 26/10/24 Mbrotherton	24/25PO3451	50.00	50.00	-	50.00
BACS	Infinitus - Civic Parade guard 13/10	24/25PO3452	128.16	128.16	21.36	106.80
BACS	Infinitus - CCTV Operator Oct x91.5hrs, Helston 61hrs	24/25PO3453	3,484.32	3,484.32	580.72	2,903.60
BACS	Infinitus - Street Rangers-October x130 hrs	24/25PO3454	2,776.80	2,776.80	462.80	2,314.00
BACS	Infinitus - Alarm Response 13/10 PP	24/25PO3455	36.60	36.60	6.10	30.50
	Total BACS -Infinitus		6,425.88	6,425.88	1,070.98	5,354.90
BACS	Jigas - 60/40 & 30/70 gas cylinder refills PP	24/25PO3456	99.00	99.00	16.50	82.50
BACS	Matt Johnson - x10 2025 Calenders Shop Stock AG	24/25PO3457	60.00	60.00	-	60.00
BACS	Malcolm Joseph - Box Office 1st & 2nd November PP	24/25PO3458	87.50	87.50	-	87.50
BACS	Katherine Langley - Box Office 1st & 2nd November PP	24/25PO3459	87.50	87.50	-	87.50
BACS	Macsalvors - Sandbags for Xmas Trees, Shovel for Cemetery	24/25PO3460	52.55	52.55	8.76	43.79
BACS	Macsalvors - Gloves,-Cemetery	24/25PO3461	33.45	33.45	5.58	27.88
	Total BACS -Macsalvors		86.00	86.00	14.33	71.67
BACS	Thomas Merritt - PP Office & Show rep for October x130 Hrs	24/25PO3462	2,600.00	2,600.00	-	2,600.00
BACS	ObjectiveIT - x41 Support & monitoring PP	24/25PO3463	3,444.00	3,444.00	574.00	2,870.00
BACS	ObjectiveIT - x25 Support & monitoring FTCM	24/25PO3464	2,100.00	2,100.00	350.00	1,750.00
BACS	ObjectiveIT - x89 Support & Monitoring FTC	24/25PO3465	7,314.00	7,314.00	1,219.00	6,095.00
	Total BACS -ObjectiveIT		12,858.00	12,858.00	2,143.00	10,715.00
BACS	Office Smart - Pck of 10 Yellow Lever Arch Files	24/25PO3466	60.42	60.42	10.07	50.35
BACS	Office Smart - Chalk Markers, Zippy bags, address labels	24/25PO3467	107.12	107.12	17.85	89.27
	Total BACS -Office Smart		167.54	167.54	27.92	139.62
BACS	Percomm - Paxton Net2 install PP, Net2 controller Corp	24/25PO3468	930.60	930.60	155.10	775.50
BACS	Pips - x110 Pasties, x20 veg Pasties, x10 Cheese - PP	24/25PO3469	420.00	420.00	-	420.00
BACS	Rabart - Stop Stain Blocker, Scuttle,brush,mold stop-Tunnel Beach	24/25PO3470	94.33	94.33	15.72	78.61
BACS	Rabart - Dulux Trade Matt White-Grove Toilets	24/25PO3471	32.11	32.11	5.35	26.76
	Total BACS -Rabart		126.44	126.44	21.07	105.37
BACS	RBG - Single flush button, Pneumatic valve,wc seat-Gyly Toilets	24/25PO3472	702.13	702.13	117.02	585.11
BACS	Nigel Rafferty - Blade set for hedge trimmer - Grounds	24/25PO3473	148.75	148.75	24.79	123.96
	CN Nigel Rafferty - charged for brush cutter handle while under warranty	24/25PO3474	- 304.76	- 304.76	- 50.79	- 253.97
BACS	Richards Desihn - Park Lodge Resource Fund	24/25PO3475	55,765.49	55,765.49	9,294.25	46,471.24
BACS	Roskillys - Ice Cream Straw/cream,salted caramel,mango PP	24/25PO3476	95.41	95.41	15.90	79.51
BACS	Smith & Reed - w/c 28/10 NM Webber temp Finance	24/25PO3477	135.04	135.04	22.51	112.53
BACS	SWW - 23/5-15/8/24 Castle Beach Toilets	24/25PO3478	596.51	596.51	-	596.51
BACS	SWW - 1/10-1/11 Library/Gallery	24/25PO3479	110.14	110.14	-	110.14
BACS	SW Play - KP-Repairs to play equipment	24/25PO3480	5,570.40	5,570.40	928.40	4,642.00
			109,729.95	109,729.95	16,347.66	93,382.30

Finance & General Purpose Meeting

Schedule of payments made for approval at above meeting

Cheque No	Inv No:	Inv Total	Gross	VAT	NET
BACS Swift - Scourers, Hand soap, wash up liq PP	24/25PO3481	92.64	92.64	15.44	77.20
BACS Tony Denton - The Beat Feat- Balance PP No VAT charged on Deposit)	24/25PO3482	3,220.00	3,220.00	920.00	2,300.00
BACS Travis Perkins - Sugar soap, Scouring pads, Duck Cloth-Facilities	24/25PO3483	22.60	22.60	3.77	18.83
BACS Lewis Williams - House LD 3 Daft Monkeys, The Jerseys PP	24/25PO3484	360.00	360.00	-	360.00
BACS Withey - LM67 HBE - MOT, blown bulbs	24/25PO3485	287.00	287.00	39.50	247.50
BACS Withey - WK64 BWC Disconnect tracker, MOT, service	24/25PO3486	963.36	963.36	151.39	811.97
Total BACS - Withey		1,250.36	1,250.36	190.89	1,059.47
BACS FFC - Donations received at PP	24/25PO3487	72.00	72.00	12.00	60.00
BACS YPO - Tall Frame AG	24/25PO3488	332.99	332.99	55.50	277.49
BACS YPO - Greaseproof Paper, Coloured handles, sponge brushes AG	24/25PO3489	29.87	29.87	4.98	24.89
Total BACS - YPO		362.86	362.86	60.48	302.38
BACS Biffa - OPO Stanadard general waste collection	24/25PO3490	601.75	601.75	100.29	501.46
BACS Biffa - OPO Recycling dry mixed waste collection	24/25PO3491	372.24	372.24	62.04	310.20
BACS Biffa - OPO Glass waste collection	24/25PO3492	256.91	256.91	42.82	214.09
BACS Biffa - PP Stanard/recycling waste collection	24/25PO3493	510.83	510.83	85.14	425.69
BACS Biffa - PP Glass waste collection	24/25PO3494	83.42	83.42	13.90	69.52
BACS Biffa - Confidential waste collection OPO	24/25PO3495	20.70	20.70	3.45	17.25
Total BACS - Biffa		1,845.85	1,845.85	307.64	1,538.21
BACS Carey Davies - Tech support 1-31/10/24 PP	24/25PO3496	1,458.00	1,458.00	-	1,458.00
BACS Stones Bakery - x4 Large sourdoughs, x40 rolls PP	24/25PO3497	35.19	35.19	-	35.19
19533 Petty Cash chq for Mayor	24/25PO3498	300.00	300.00	-	300.00
BP Karen Hall Expenses - Bus to & from Penryn College-Careers Fair	24/25PO3499	3.50	3.50	-	3.50
BP Mark Williams Expenses - Headphone adapter & power bank for iPhone	24/25PO3500	33.98	33.98	5.66	28.32
BACS 3 Daft Monkeys - Show 1/11/24 PP	24/25PO3501	2,058.95	2,058.95	-	2,058.95
BACS Ann's Pasties - x50 sml pasties, x60 Irge s'rolls PP	24/25PO3502	225.00	225.00	-	225.00
BACS BigDug - Deluxe Air Lumber loaded office chair	24/25PO3503	227.94	227.94	37.99	189.95
BACS Sam Bradbury - Prep for Peg Automata w/shop AG	24/25PO3504	30.00	30.00	-	30.00
BACS Sam Bradbury - Fun Palace-Origami 10-3.30 AG	24/25PO3505	150.00	150.00	-	150.00
Total BACS - Bradbury		180.00	180.00	-	180.00
BACS Carters - Brown kraft twist handle AG	24/25PO3506	79.04	79.04	13.17	65.87
BACS Coast2Coast - 1/11 event security '3 Daft Monkeys' x13.5 hrs	24/25PO3507	294.30	294.30	49.05	245.25
BACS Coast2Coast - 2/11 event supervisor 'The Jerseys' x4.5hrs PP	24/25PO3508	94.50	94.50	15.75	78.75
Total BACS - Coast2Coast		388.80	388.80	64.80	324.00
BACS Devon & Cwll 4x4 x6 responders, x1 event lead 10/11/24	24/25PO3509	365.00	365.00	-	365.00
BACS Driving Mobility - Shopmobility membership 1/12/24-30/11/25	24/25PO3510	50.00	50.00	-	50.00
BACS Duchy Defibs - 12/11 Pads x5, Battery x1 -Town	24/25PO3511	780.00	780.00	130.00	650.00
BACS EE - charges 24/10-7/12/24 Phones & OPO lift autodial	24/25PO3512	652.97	652.97	108.83	544.14
BACS Essential - Hot Choc, teabags, cordial, lentil chips PP	24/25PO3513	418.73	418.73	9.97	408.76
BACS FFC - Mixed Salad PP	24/25PO3514	18.20	18.20	-	18.20
BACS FFC - Mixed salad, landress PP	24/25PO3515	26.00	26.00	-	26.00
Total BACS - FFC		44.20	44.20	-	44.20
BACS Fire safety - 1/7-30/9/24 weekly fire safety visit/testing/logbook PP	24/25PO3516	504.00	504.00	84.00	420.00
BACS Fire Safety - 1/7-30/9/24 weekly fire safety visit/testing/logbook OPO/MB	24/25PO3517	792.00	792.00	132.00	660.00
Total BACS - Fire Safety		1,296.00	1,296.00	216.00	1,080.00
BACS GMC Dist- shop stock bracelets, e'rings, hair pin, socks AG	24/25PO3518	245.95	245.95	40.99	204.96
BACS Hachette - Shop stock Paperbacks AG	24/25PO3519	140.16	140.16	23.36	116.80
BACS Halsgrove - x10 Henry Scott Tuke paintings-shop stock AG	24/25PO3520	194.94	194.94	-	194.94
BACS Internal Garden - ReSource Project KP 'Tree Sounds'	24/25PO3521	2,750.00	2,750.00	-	2,750.00
BACS Malcolm Joseph - Box Office x3.5hrs 9/11 PP	24/25PO3522	43.75	43.75	-	43.75
BACS Katharine Langley - Box Office x3.5hrs 9/11 PP	24/25PO3523	43.75	43.75	-	43.75
BACS Lubbe - 1300 Dble Early Mixed bulbs Tulips Gyllygndune	24/25PO3524	546.00	546.00	91.00	455.00
BACS Macmillan - Shopstock-Sketch, Folklore, drawing AG	24/25PO3525	204.30	204.30	17.75	186.55
CN Majestic - refund for returned wine July 24	24/25PO3526	-179.82	-179.82	-29.97	-149.85
BACS Martyn's Maintenance- Seafront/toilets/PP/Town/OPO/Dracaena-Paintin	24/25PO3527	3,762.24	3,762.24	-	3,762.24
BACS Refund Jeremy Mitchell for overpayment on Markets	24/25PO3528	32.50	32.50	-	32.50
BACS Muse Productions-x60 Notecards AG	24/25PO3529	60.00	60.00	-	60.00
BACS Nisbets - Olympia pump action Airpot, Cafetiere AG	24/25PO3530	53.85	53.85	8.97	44.88
BACS Nisbets - Host Bain Marie PP	24/25PO3531	288.00	288.00	48.00	240.00
Total BACS - Nisbets		341.85	341.85	56.97	284.88
BACS Objective Tree - Arboricultural consultancy-RTC Pendennis Point	24/25PO3532	360.00	360.00	-	360.00
BACS Office Smart - Tape Dispenser, tape, stapler, staples, pens	24/25PO3533	23.45	23.45	3.91	19.54
BACS Sam Pascoe - Installation of stairway 4/11-12/11/24 AG	24/25PO3534	568.15	568.15	-	568.15
BACS Pizza Jockey - Splanna Pizza's AG	24/25PO3535	260.55	260.55	43.42	217.13
BACS RGB - Intatherm Eco Lever Tap PP	24/25PO3536	358.80	358.80	59.80	299.00
BACS RGB - Flexible tap tails Pair. PP	24/25PO3537	9.56	9.56	1.59	7.97
BACS RGB - Compression female adaptor PP	24/25PO3538	4.94	4.94	0.82	4.12
BACS RGB - Mono flexible tap connector PP	24/25PO3539	5.09	5.09	0.85	4.24
Total BACS - Rawle Gammon		378.39	378.39	63.07	315.33
BACS Roasting Room - Brazil Single estate coffee, columbia sugar cane PP	24/25PO3540	322.00	322.00	-	322.00
BACS Roasting Room - Brazil Single estate coffee, columbia sugar cane PP	24/25PO3541	180.00	180.00	-	180.00
Total BACS - Roasting Room		502.00	502.00	-	502.00
BACS RTP - Building survey MB 28/9-25/10 mileage/parking MB	24/25PO3542	2,410.62	2,410.62	401.77	2,008.85
BACS SLCC - Membership fee Mark Williams 2025	24/25PO3543	565.00	565.00	-	565.00
BACS SWW - 16/8-5/11/24 Castle Beach Toilets	24/25PO3544	1,571.09	1,571.09	-	1,571.09
BACS SWW - 7/8-6/11/24 Maenporth Beach toilets	24/25PO3545	1,364.17	1,364.17	-	1,364.17
BACS Speedy Hire- Dehumidifier Oct '24, Power breaker Oct 24 MB	24/25PO3546	441.60	441.60	73.60	368.00
BACS Stones- x4 Irge sourdoughs, x40 rolls PP	24/25PO3547	35.19	35.19	-	35.19
BACS Swift - Rubber gloves, parchment, dishwasher rinse PP	24/25PO3548	35.72	35.72	5.95	29.77
BACS Travis Perkins - Webber hill Handle, Fac woodscrews, drill bit	24/25PO3549	39.60	39.60	6.60	33.00
BACS Trevarthens - Cooked Ham PP	24/25PO3550	10.21	10.21	-	10.21
19534 Pavilion Petty Cash Top-up	24/25PO3551	296.93	296.93	-	296.93
Total		142,601.85	142,601.85	19,242.71	123,359.14

Finance & General Purpose Meeting

Schedule of payments made for approval at above meeting

Cheque No	Inv No:	Inv Total	Gross	VAT	NET
BACS M Peachey - Mace Bearer - Sea Sunday, Civic Service & Remembrance Sunda	24/25PO3552	60.00	60.00	-	60.00
BACS P Kneebone - Civic - First Poppy Laying & Armistice Day Service	24/25PO3553	40.00	40.00	-	40.00
BACS Eve Bouratt - AG - Art for Well being Workshops & Discover Art Workshops	24/25PO3554	450.00	450.00	-	450.00
BACS Intertide - AG - Splanna - Seaweed Workshop	24/25PO3555	200.00	200.00	-	200.00
BACS J Brodie Luke -Cemetery - Digger Hire 2 days August 2024	24/25PO3556	180.00	180.00	30.00	150.00
BACS J Brodie Luke -Cemetery - Digger Hire 3 days September 2024	24/25PO3557	306.00	306.00	51.00	255.00
BACS J Brodie Luke -Cemetery - Digger Hire 8 days October 2024	24/25PO3558	672.00	672.00	112.00	560.00
Total BACS - J Brodie Luke		1,158.00	1,158.00	193.00	965.00
BACS SWW - 29/6-31/10/24 POW Toilets	24/25PO3559	2,783.95	2,783.95	-	2,783.95
CN BritGas - 14/9-21/10/24 PP Cancelled bill 800518646 Gas	24/25PO3560	319.01	319.01	15.19	303.82
DDR BritGas - 14/9-21/10/24 PP Revised Gas	24/25PO3561	405.48	405.48	67.58	337.90
DDR BritGas - 1-31/10/24 Library Electric	24/25PO3562	232.89	232.89	11.09	221.80
DDR BritGas - 24/9-23/10/24 Non Conform Cemetary Workshop Electric	24/25PO3563	90.45	90.45	4.30	86.15
DDR BritGas - 25/9-24/10 KP Workshop Electric	24/25PO3564	159.41	159.41	7.59	151.82
DDR BritGas- 26/9-25/10/24 CofE Chapel Electric	24/25PO3565	25.66	25.66	1.22	24.44
DDR BritGas - 2/10-1/11/24 Mortuary Electric	24/25PO3566	165.88	165.88	7.89	157.99
DDR BritGas - 2/10-1/11/24 Swanpool Toilets Electric	24/25PO3567	60.11	60.11	2.86	57.25
DDR BritGas - 1/10-1/11/24 Maenporth Toilets Electric	24/25PO3568	55.33	55.33	2.63	52.70
DDR BritGas - 2/10-1/11/24 Library Electric	24/25PO3569	886.45	886.45	147.74	738.71
DDR BritGas - 2/10-1/11/24 KP Electric	24/25PO3570	86.07	86.07	4.09	81.98
DDR BritGas - 2/10-1/11/24 Gyllyngdune Cottage Electric	24/25PO3571	206.22	206.22	9.82	196.40
DDR BritGas - 3/10-1/11/24 PP Stable Block Electric	24/25PO3572	21.67	21.67	1.03	20.64
DDR BritGas - 1-31/10/24 PP Theatre Electric	24/25PO3573	1,152.60	1,152.60	192.10	960.50
DDR BritGas - 1-31/10/24 PP Café/Gardens electric	24/25PO3574	3,797.92	3,797.92	632.98	3,164.94
DDR BritGas - 29/9-24/10/24 MB Electric	24/25PO3575	274.38	274.38	45.73	228.65
DDR BritGas - 2/10-1/11/24 POW Toilets Electric	24/25PO3576	96.32	96.32	4.58	91.74
DDR BritGas - 1-31/10/24 CSCP Electric	24/25PO3577	429.26	429.26	20.44	408.82
DDR BritGas - 4/10-4/11/24 Grove Place Toilets Electric	24/25PO3578	238.48	238.48	11.35	227.13
DDR BritGas - 4/10-4/11/24 Webber St Toilets Electric	24/25PO3579	44.03	44.03	2.09	41.94
DDR BritGas - 27/9-5/11/24 Feeder Pillar OPO Electric	24/25PO3580	34.46	34.46	1.64	32.82
DDR BritGas - 10/10-6/11/24 OPO Electric	24/25PO3581	1,412.71	1,412.71	235.45	1,177.26
DDR BritGas - 7/10-6/11/24 Feeder Pillar Adj Bench Electric	24/25PO3582	-	-	-	-
BACS Cllr L Coley - Deputy Mayor allowance - Wool coat	24/25PO3583	139.00	139.00	-	139.00
BACS Dan Chaney - AG - Maintenance & alterations to delivery, pickup, re-arrange	24/25PO3584	90.00	90.00	-	90.00
BACS Quantil - KP - Wallflowers	24/25PO3585	1,596.94	1,596.94	266.16	1,330.78
BACS Big Foot Events - Town - Snow Machine Hire & Giant Snow Globe 7th & 8th D	24/25PO3586	9,450.00	9,450.00	1,575.00	7,875.00
BACS Big Foot Events - Town -Ice Rink & Curling Lane 7&8/12/24	24/25PO3587	9,700.00	9,700.00	1,616.67	8,083.33
Total BACS - Big Foot Events		19,150.00	19,150.00	3,191.67	15,958.33
BACS Young Generation - Mayoral - money raised during church collection	24/25PO3588	92.50	92.50	-	92.50
BACS Ann's - PP - 50 small pasties, 60 large sausage rolls & 60 cocktail pasties	24/25PO3589	297.00	297.00	-	297.00
BACS Autograffiti - Xmas - Yellow road signs stickers - Festive Week, Harmony choi	24/25PO3590	99.84	99.84	16.64	83.20
BACS Bronwen Anwyll - AG - Tissue paper stained glass family workshop	24/25PO3591	75.00	75.00	-	75.00
BACS Bartlett - PP - Bulb	24/25PO3592	5.52	5.52	0.92	4.60
BACS BG Electrical - PP - Assess & fault find various recessed ceiling lights not work	24/25PO3593	324.00	324.00	54.00	270.00
BACS Coast 2 Coast - PP - Security for Cardinal Black 09.11.24	24/25PO3594	294.30	294.30	49.05	245.25
BACS CC - Penwerris ward contested election 19 September 2024 by election recha	24/25PO3595	217.42	217.42	-	217.42
BACS Sarah Cove - AG - 1 Day of Collections Care & Conservation Training	24/25PO3596	500.00	500.00	-	500.00
BACS CPL - AG - Manilla Boardbacked Env 267x318mm	24/25PO3597	39.00	39.00	6.50	32.50
BACS Fleet - Dracaena - Bowl filter	24/25PO3598	18.24	18.24	3.04	15.20
BACS Greenham - Toilets - Hand soap, toilet rolls, compostable food caddy liners	24/25PO3599	752.16	752.16	125.36	626.80
BACS A Goodwin Signwriting - AG - Design & production of 3 signs & travel	24/25PO3600	775.00	775.00	-	775.00
BACS R Jandrell - AG - Baby Jam & Rhyme time sessions, Leading a Baby paint sessi	24/25PO3601	400.00	400.00	-	400.00
BACS M Joseph - PP - Box office duties 15th & 16th Nov 24	24/25PO3602	87.50	87.50	-	87.50
BACS Kernow Pipes & Drums - Civic - Attend Remembrance Parade	24/25PO3603	400.00	400.00	-	400.00
BACS Nathan May - PP - House engineer for DJ Yoda + Support.	24/25PO3604	180.00	180.00	-	180.00
BACS Raja - AG- Recy BBL Blanket 1200 x 50m	24/25PO3605	127.30	127.30	21.22	106.08
BACS Brian Robinson Photography - PP - Music photography 29.09.24, 16.11.24 & 1	24/25PO3606	150.00	150.00	-	150.00
BACS Roskilly's - PP - Assprted 120ml tubs of ice cream & Lickalix	24/25PO3607	312.63	312.63	52.10	260.53
BACS Royal Mail - Marketing - Door to Door drop	24/25PO3608	853.84	853.84	141.95	711.89
BACS Swift - PP - Plain tea spoon pack 12	24/25PO3609	9.58	9.58	1.60	7.98
BACS Swift - PP - Wooden stirrers, food cartons, sponge backed scourers	24/25PO3610	169.81	169.81	28.30	141.51
Total BACS - Swift		179.39	179.39	29.90	149.49
BACS The Printing Chambers - PP - A2 poster & 300 x A5 flyers for Christmas Tree F	24/25PO3611	41.00	41.00	-	41.00
BACS The Printing Chambers - PP -2 x A4 & 25 x A3 & 10 x A4 posters & 250 A5 flye	24/25PO3612	90.00	90.00	-	90.00
Total BACS - The Printing Chambers		131.00	131.00	-	131.00
BACS TSL Engraving - Skatepark - 4 x 6X 4 polished brass plaques	24/25PO3613	140.00	140.00	-	140.00
BACS Verdant - PP - Lightbulb extra pale Ale	24/25PO3614	318.00	318.00	53.00	265.00
BACS Waterplus - Mortuary water 14.10.24-14.11.24	24/25PO3615	10.30	10.30	1.72	8.58
BACS Wildbrow - PP - Marketing Support October 24	24/25PO3616	930.00	930.00	-	930.00
19535 FTC Petty Cash	24/25PO3617	234.10	234.10	-	234.10
BACS Falmouth Form Art Festival- Grant 24/25POGRA011	24/25PO3618	1,000.00	1,000.00	-	1,000.00
BACS Autograffiti - Festive Banner for Festive weekend	24/25PO3619	318.00	318.00	53.00	265.00
BACS Autograffiti - Fun Palace banner AG	24/25PO3620	90.00	90.00	15.00	75.00
Total BACS - Autograffiti		408.00	408.00	68.00	340.00
		186,770.55	186,770.55	24,847.94	161,922.61

Finance & General Purpose Meeting

Schedule of payments made for approval at above meeting

Cheque No	Inv No:	Inv Total	Gross	VAT	NET
BACS Sam Bradbury - Home Ed Tile Painting w/shop 18/11 AG	24/25PO3621	150.00	150.00	-	150.00
BACS Coast2Coast - 15/11 'Talon' Security x2 for 9hrs total PP	24/25PO3622	189.00	189.00	31.50	157.50
BACS Coast2Coast - 16/11 event security x4.5hrs super, x27 x6staff DJ Yoda	24/25PO3623	672.30	672.30	112.05	560.25
BACS Coast2Coast-18/11 'Star Sailor' supervix x4.5hrs, x13.5 staff x3	24/25PO3624	388.80	388.80	64.80	324.00
Total BACS - Coast2Coast		1,250.10	1,250.10	208.35	1,041.75
BACS David Carne - Labour to roll away bandstand sails KP	24/25PO3625	150.00	150.00	25.00	125.00
BACS Cornwall Council - Open Space CCTV Fal Nov 2024	24/25PO3626	1,108.22	1,108.22	184.70	923.52
BACS CSE - PP Touch Office Web Nov 2024	24/25PO3627	30.00	30.00	5.00	25.00
BACS CSE - PP Box of 20 Thermal Rolls	24/25PO3628	81.48	81.48	13.58	67.90
Total BACS - CSE		111.48	111.48	18.58	92.90
BACS Fernbank - Printing of 10 Posters (xmas)-outdoor advertising Fal	24/25PO3629	396.00	396.00	66.00	330.00
BACS Life - Falmouth Life-Full page winter advert FTC/Bid-recharge	24/25PO3630	840.00	840.00	140.00	700.00
BACS Nisbets - Olympia Cafertiere AG	24/25PO3631	25.15	25.15	4.19	20.96
BACS Nisbets - Burco Water Boiler PP	24/25PO3632	179.98	179.98	29.99	149.99
Total BACS - Nisbets		205.13	205.13	34.18	170.95
BACS SWW - 9/9- 1/10 External meter PP	24/25PO3633	12.47	12.47	-	12.47
BACS SWW - 2/10-4/11/24 External meter PP	24/25PO3634	5.77	5.77	-	5.77
Total BACS - SWW		18.24	18.24	-	18.24
BACS SWW - 9/9-1/10 PP Meter 2	24/25PO3635	4.41	4.41	-	4.41
BACS SWW - 2/10-4/11 PP Meter 2	24/25PO3636	6.51	6.51	-	6.51
Total BACS - SWW		10.92	10.92	-	10.92
BACS SWW - 9/9-4/11/24 PP Meter 1	24/25PO3637	1,697.15	1,697.15	-	1,697.15
BACS Verdant - Sundialer Ale, German Pilsner, Lightbulb Extra Pale PP	24/25PO3638	874.80	874.80	145.80	729.00
CC Altrad - 3.9 m Scaffold Board - Cemetry	24/25PO3639	264.00	264.00	44.00	220.00
CC The Range - 8ft Pre lit Xmas Tree - Town Management	24/25PO3640	133.11	133.11	22.18	110.93
CC Celtic Sustainables - Home Kit Graffiti Trigger Spray - Skatepark	24/25PO3641	119.68	119.68	19.95	99.73
CN Celtic Sustainables - Home Kit Graffiti Trigger Spray - Skatepark	24/25PO3642	32.90	32.90	5.48	27.42
CC Microsoft - Azure Standard - Corp	24/25PO3643	591.24	591.24	98.55	492.69
CC Tesco - Civic - Remembrance Sunday Refreshments	24/25PO3644	31.70	31.70	5.28	26.42
CC Light In The Box - Xmas Decorations - Events	24/25PO3645	98.90	98.90	-	98.90
CC Evenbrite-Empowering the Young Councillors of Tomorrow -Corp	24/25PO3646	52.04	52.04	8.67	43.37
CC Baker Ross -Xmas items Various - Town Management	24/25PO3647	422.17	422.17	41.49	380.68
CC Asda - Lidl - Milk Coffee Sugar - Grounds	24/25PO3648	23.35	23.35	0.14	23.21
CC Amazon - Hypoallergic Cushion Pads - Town Management	24/25PO3649	10.99	10.99	1.83	9.16
CC Amazon - Santa Hats - Town Management	24/25PO3650	5.35	5.35	-	5.35
CC Amazon - Xmas Cushion Covers - Town Management	24/25PO3651	25.98	25.98	4.34	21.64
CC Amazon - Mending Agent Repair Cream - Gallery	24/25PO3652	9.58	9.58	1.60	7.98
CC Amazon - Anti Glare Touch Screen Monitor - PP	24/25PO3653	248.70	248.70	41.45	207.25
CC Amazon - Super Kids Paint Set - Gallery	24/25PO3654	53.55	53.55	8.92	44.63
CC Safety Sign 4 Less - No Dogs Except Guide Dogs Sign - Parks	24/25PO3655	109.92	109.92	18.32	91.60
CC Amazon Web - Service Charges - Corp	24/25PO3656	30.70	30.70	4.94	25.76
CC Aggregate Industries - Bench Install - Cemetry	24/25PO3657	189.67	189.67	-	189.67
DD American Express - Account Balance - Corp	24/25PO3658	6.75	6.75	-	6.75
DD Bank Of Ireland - Fees - Corp	24/25PO3659	18.77	18.77	-	18.77
DD Allstar - Diesel / Unleaded - Fac / Cem /	24/25PO3660	338.48	338.48	56.41	282.07
DD Allstar - Diesel - Unleaded / Grounds -Fac - KP	24/25PO3661	393.33	393.33	65.56	327.78
DD RAM Tracking - Servive Maintenance & Admin Fee - Grounds & Facilities	24/25PO3662	202.50	202.50	33.75	168.75
DD BT - 01/09 - 30/09/24 - Regular Charges - Corp	24/25PO3663	1,106.80	1,106.80	184.47	922.33
DD BT - 11/09 - 31/10/24 - Regular Charges - Corp	24/25PO3664	750.65	750.65	125.11	625.54
DD BT - 23/06 - 31/12/24 - Regular Charges - Corp	24/25PO3665	1,411.00	1,411.00	235.16	1,175.84
DD BT - 01/09/ - 30/09/24 - Regular Charges - PP	24/25PO3666	726.00	726.00	121.00	605.00
DD BT - 01/10 - 31/10/24 - Regular Charges - PP	24/25PO3667	726.00	726.00	121.00	605.00
DD BT - Fixed Charges - WM42322100 - Corp	24/25PO3668	726.00	726.00	121.00	605.00
DD Safe HR - Membership 15/11 - 14/12/2024 - Corp	24/25PO3669	309.60	309.60	51.60	258.00
DD Cultural Enterprises - Renewal 30/07/24 - 30/07/25 - Cultural	24/25PO3670	275.00	275.00	-	275.00
DD Deputy - Monthly Charge / Employee - 01/10 - 31/10 /24 - PP	24/25PO3671	207.96	207.96	34.66	173.30
DD Sage - 01/10 - 31/10/24 - Corp	24/25PO3672	744.60	744.60	124.10	620.50
DD St A Brew - Proper job - Korev - Rattler - PP	24/25PO3673	2,983.67	2,983.67	497.33	2,486.34
DD St A Brew - Proper job - Korev - Heineken - PP	24/25PO3674	848.14	848.14	141.36	706.78
DD St A Brew - Proper Job - Korev - Guinness - PP	24/25PO3675	747.70	747.70	124.63	623.07
DD St A Brew - Mulled Wine - PP	24/25PO3676	299.94	299.94	49.99	249.95
DD St A Brew - Propr Job - Korev - Guinness - PP	24/25PO3677	1,023.58	1,023.58	170.61	852.97
DD Screwfix - S3 Boots - Grounds	24/25PO3678	87.99	87.99	-	87.99
DD Screwfix - De Icing Salt - PP	24/25PO3679	49.95	49.95	8.33	41.63
DD B&Q - Dewalt Pro Tradesman - Knee Pad - Facilities	24/25PO3680	96.90	96.90	16.16	80.74
DD BT - Fixed Charges - WM42322100 - Corp	24/25PO3681	726.00	726.00	121.00	605.00
DD W C Fruit - Milk Various - Cream - Bacon - PP	24/25PO3682	168.96	168.96	-	168.96
DD W C Fruit - Bakers - Eggs - Salad Gourmet - PP	24/25PO3683	507.03	507.03	-	507.03
DD W C Fruit - Margraine Stork - PP	24/25PO3684	31.65	31.65	-	31.65
DD W C Fruit - Red Onion - Lemon - Milk Various - PP	24/25PO3685	142.36	142.36	12.80	129.56
DD W C Fruit - Red Cabbage - Pears - Eggs - Milk Various - PP	24/25PO3686	171.86	171.86	-	171.86
DD W C Fruit - Parsley - Basil - Coriander - PP	24/25PO3687	218.01	218.01	-	218.01
DD W C Fruit - Lemon Limes Cauli - PP	24/25PO3688	71.96	71.96	4.02	67.94
DD W C Fruit - Lemon- Limes - Milk - PP	24/25PO3689	47.55	47.55	3.60	43.95
DD W C Fruit - Basil - Eggs Milk - PP	24/25PO3690	133.55	133.55	-	133.55
DD W C Fruit - Eggs - Oranges - Milk - PP	24/25PO3691	292.33	292.33	-	292.33
Total		212,562.89	212,562.89	28,410.37	184,152.52

FALMOUTH TOWN COUNCIL

Month Nov-24
Meeting Date 20/01/2025

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 - Red Cabbage - Onion - Hot Chocolate - PP	24/25P03692	104.45	104.45	-	104.45
DD W C Fruit - Milk Oat Skimmed & Full - PP	24/25P03693	16.15	16.15	-	16.15
DD W C Fruit - Limes Bakers Beetroot - PP	24/25P03694	266.04	266.04	14.53	251.51
CN W C Fruit - Milk Oat Skimmed & Full - PP	24/25P03695	17.90	17.90	-	17.90
CN W C Fruit - Milk Full - PP	24/25P03696	1.63	1.63	-	1.63
DD W C Fruit - Popcorn Burts - PP	24/25P03697	13.38	13.38	2.23	11.15
DD W C Fruit - Gratted Mature Cheese - PP	24/25P03698	11.71	11.71	-	11.71
CN W C Fruit - Milk Oat Skimmed & Full - PP	24/25P03699	16.13	16.13	-	16.13
DD W C Fruit - Milk Oat Skimmed & Full - PP	24/25P03700	15.45	15.45	-	15.45
DD W C Fruit - Salad Gourmet - Rocket - Carrot - PP	24/25P03701	170.99	170.99	-	170.99
DD W C Fruit - Milk Oat Skimmed & Full - PP	24/25P03702	15.45	15.45	-	15.45
DD W C Fruit - Parsley - Hot Chocolate - Olive Oil - PP	24/25P03703	149.68	149.68	-	149.68
DD W C Fruit - Eggs Coriander White Cabbage - PP	24/25P03704	125.17	125.17	-	125.17
DD W C Fruit - Milk Oat Skimmed & Full - PP	24/25P03705	15.45	15.45	-	15.45
DD W C Fruit - Eggs Tomato Parsley - PP	24/25P03706	121.50	121.50	-	121.50
DD W C Fruit - Lemon Limes Milk - PP	24/25P03707	52.96	52.96	7.20	45.76
DD W C Fruit - Milk Oat Skimmed & Full - PP	24/25P03708	15.45	15.45	-	15.45
DD W C Fruit - Eggs - Apples - Mince Meat - PP	24/25P03709	170.91	170.91	-	170.91
DD W C Fruit - Milk - Cocoa - Flour - PP	24/25P03710	111.87	111.87	-	111.87
DD W C Fruit - Flat Mushroom Celery Thyme - PP	24/25P03711	106.22	106.22	-	106.22
DD W C Fruit - Coriander - Basil - Parsley - PP	24/25P03712	95.52	95.52	-	95.52
DD W C Fruit - Lemon Limes Sauce - PP	24/25P03713	170.38	170.38	17.36	153.02
DD W C Fruit - Cauli - Cabbage - Celeriac - Milk - PP	24/25P03714	197.97	197.97	-	197.97
DD W C Fruit - Celeriac - PP	24/25P03715	11.40	11.40	-	11.40
DD W C Fruit - Butternut Squash Corriander - Parsley - PP	24/25P03716	201.89	201.89	-	201.89
DD W C Fruit - Lemon Limes Crisps - PP	24/25P03717	78.33	78.33	8.48	69.85
CN W C Fruit - Celeriac - PP	24/25P03718	13.23	13.23	-	13.23
CN W C Fruit - Lemon Limes - PP	24/25P03719	1.01	1.01	-	1.01
BACS M Brotherton - Expenses - Cemetery - Bluetooth receiver	24/25P03720	9.99	9.99	-	9.99
BACS W Collins - Expenses - AG - Sandy's Deli -Cheese & Chutney	24/25P03721	97.50	97.50	16.25	81.25
BACS T Marie - Expenses - Grounds - Headphones for Teams meetings	24/25P03722	13.99	13.99	2.33	11.66
BACS S Eva - Macebearing Duties - St Mazaire, Mayor Making, Sea Sunday, Civic Ser	24/25P03723	220.00	220.00	-	220.00
BACS Booths Print - Town - Recharge to BID - A5 -A6 Flyer Discs tips	24/25P03724	109.00	109.00	-	109.00
BACS Broadband Buyer - Service / Subscription-DrayTek URL Content Filtering 16.01	24/25P03725	52.80	52.80	8.80	44.00
BACS Centralbook.com - AG - Shopstock - Laura Knight & Lee Miller	24/25P03726	32.97	32.97	-	32.97
BACS Clear Brew -PP - Full Dispense system check & regular line clean	24/25P03727	150.00	150.00	25.00	125.00
BACS Cornwall Glass -MB - Supply & fit 4mm Clear Float Glass	24/25P03728	484.80	484.80	80.80	404.00
BACS E Watts & Sons - PP/FTC/TM - 37 Xmas Trees	24/25P03729	666.00	666.00	-	666.00
BACS Greymatter - GFI Archiver subscription Renewal 1 Yr	24/25P03730	379.80	379.80	63.30	316.50
BACS JEB Supples - OPO - Boxer 2-4 Double action FD30	24/25P03731	420.84	420.84	70.14	350.70
BACS Jewson - Old Cemetery - 4/3 Mixer C/W Stand 240v NVR & RCD	24/25P03732	19.30	19.30	3.22	16.08
BACS Jewson - Old Cemetery - 4/3 Mixer C/W Stand Battery Powered	24/25P03733	24.95	24.95	4.16	20.79
BACS Jewson - Old Cemetery - Sawn Carcassing Unseasoned Treated Green 22.0 x 1	24/25P03734	12.79	12.79	2.13	10.66
Total BACS - Jewson		57.04	57.04	9.51	47.53
BACS M Joseph - PP - Box Office duties 21.11.24	24/25P03735	43.75	43.75	-	43.75
BACS Landscape Supply - Chapel/KP - Stihl Autocut Head 46-2 & Square Strimmer C	24/25P03736	256.32	256.32	42.72	213.60
BACS M Perry Associates - ReSource - Structural Engineerinf Scrvices 05.02.24-14.1	24/25P03737	8,926.50	8,926.50	1,487.75	7,438.75
BACS Nick Ferries - PP - Green Waste	24/25P03738	65.28	65.28	10.88	54.40
BACS Office Smart - OPO/AG - Bostil Glue Dots & Lever Arch File	24/25P03739	56.90	56.90	9.48	47.42
BACS PEL - AG - Unbuffered Acid-Free 16gsm tissue paper, Gloves Nitrile Large	24/25P03740	118.38	118.38	19.73	98.65
BACS PHS Group - PP - Admin charge & Sharps container 18.11.24-17.11.25	24/25P03741	189.65	189.65	31.61	158.04
BACS Reach Access - Civic - PA Services & operator for Remembrance Sunday	24/25P03742	210.00	210.00	35.00	175.00
BACS Stones - PP - 40 Rolls & 4 Large Sourdough	24/25P03743	35.19	35.19	-	35.19
BACS The Gem - AG - Chips, vingegar bottle & Fish Cake	24/25P03744	77.50	77.50	-	77.50
BACS Travis - MB - Protec proplex black sheet, Damplas Eco heavy duty eco TPS Rol	24/25P03745	96.90	96.90	16.15	80.75
BACS Travis - MB - Protec proplex black sheet	24/25P03746	7.28	7.28	1.21	6.07
Total BACS - Travis Perkins		104.18	104.18	17.36	86.82
BACS Western Flat Roofing - OPO - Materials for repair	24/25P03747	2,292.00	2,292.00	382.00	1,910.00
19536 AG Petty Cash top up	24/25P03748	286.12	286.12	-	286.12
BACS R Thomas - Expenses - PP Rubber matting	24/25P03749	99.30	99.30	16.55	82.75
BACS R Thomas - Expenses - PP Christmas decorations	24/25P03750	126.95	126.95	-	126.95
Total BACS - R Thomas		226.25	226.25	16.55	209.70
BACS K Hall - Expenses - Tea & Coffee for meeting	24/25P03751	7.56	7.56	-	7.56
BACS Ann's - PP - 50 Small Pasties & 60 large sausage rolls - Duplicated	24/25P03752	Duplicate	Duplicate	-	Duplicate
BACS Ganymed Press - Mayoral- Cllr A Rowe - A5 Christmas cards	24/25P03753	486.00	486.00	81.00	405.00
BACS JEB Suppliers- Toilets - L/H Radar lock and handle set	24/25P03754	247.36	247.36	41.23	206.13
BACS Infinitus - PP - Monthly Key Holding	24/25P03755	33.00	33.00	5.50	27.50
BACS Rabart - Toilets - Dulux smooth Masonry Sandstone, Mould stop, plastic scu	24/25P03756	234.59	234.59	39.10	195.49
BACS Speedy Asset - MB - Dehumidifer & RCD Power breaker	24/25P03757	192.00	192.00	32.00	160.00
BACS Speedy Asset - KP - Fence Panel	24/25P03758	28.80	28.80	4.80	24.00
Total BACS - Speedy Asset		220.80	220.80	36.80	184.00
BACS Swift - PP - Laundry powder & 2 ply Blue handtowel	24/25P03759	44.36	44.36	7.39	36.97
BACS Tyrefinders - Facilities - CN17 CVF 1 x Tyre	24/25P03760	106.80	106.80	17.80	89.00
BACS Cornwall Council - Headland - CEO Provision for SLA Patrols October 2024	24/25P03761	202.81	202.81	33.80	169.01
BACS Greenham - Toilets - Disinfectant & 2 ply toilet rolls	24/25P03762	412.56	412.56	68.76	343.80
		232,329.90	232,329.90	31,120.76	201,209.14

Finance & General Purpose Meeting

Schedule of payments made for approval at above meeting

Cheque No	Inv No:	Inv Total	Gross	VAT	NET
BACS Truro Tractors - Grounds - 21" Polystrong deck MO	24/25PO3763	1,330.00	1,330.00	221.67	1,108.33
BACS Falmouth Cricket Club Junior Section Grant 24/25GRA013	24/25PO3764	300.00	300.00	-	300.00
BACS Ann's Pasties - x50 sml Pasties, x60 lрге s'rolls PP	24/25PO3765	225.00	225.00	-	225.00
BACS Ann's Pasties - x50 sml Pasties, x60 lрге s'rolls PP	24/25PO3766	225.00	225.00	-	225.00
Total BACS - Angegyn		450.00	450.00	-	450.00
BACS Cwll Staff Agency - w/c 11/11 Chef D Ford PP x6.5hrs	24/25PO3767	186.04	186.04	31.01	155.03
BACS Dulux - Samplers Indigo/sea holly/viridian tide/teal lux AG	24/25PO3768	19.15	19.15	3.19	15.96
BACS FFC - Mixed Salad leaves PP	24/25PO3769	14.00	14.00	-	14.00
BACS FFC - Mixed Salad Leaves, Landcress PP	24/25PO3770	26.00	26.00	-	26.00
Total BACS - FFC		40.00	40.00	-	40.00
BACS Malcolm Joseph - Box office duties 18/11 3.5hrs PP	24/25PO3771	43.75	43.75	-	43.75
BACS Katharine Langley - Box office duties 15/11 3.5, 16/11 3.5, 18/11 3.5 PP	24/25PO3772	131.25	131.25	-	131.25
BACS Macsalvors - No Parking signs x2 PP	24/25PO3773	13.51	13.51	2.25	11.26
BACS Museums Assoc- Memb fee D Westlake 1/8/24-31/7/25 AG	24/25PO3774	98.00	98.00	0.65	97.35
BACS Nisbets - x2 APS Pl lids, x2 sml tongs, x1 pasta tongs PP	24/25PO3775	92.80	92.80	15.46	77.34
BACS Kirsten Shanks - Baking for October '24 x67.5hrs PP	24/25PO3776	1,046.25	1,046.25	-	1,046.25
BACS Smith & Reed - w/c 18/11 Finance Temp NM Webber x6.25hrs	24/25PO3777	146.77	146.77	24.46	122.31
BACS Stones Bakery - x4 lрге Sourdough, x40 rolls PP	24/25PO3778	35.19	35.19	-	35.19
19537 Kernow Learning - St Francis Sch Xmas Card Comp	24/25PO3779	100.00	100.00	-	100.00
BACS SW1 Productions - Repayment of overpayment	24/25PO3780	135.00	135.00	-	135.00
BACS Dormakaba - PP - Repair to Auto Swing Door	24/25PO3781	360.00	360.00	60.00	300.00
BACS Farleys House & Gallery - AG - Shopstock	24/25PO3782	244.00	244.00	22.50	221.50
BACS Farleys House & Gallery - AG - Shopstock	24/25PO3783	58.00	58.00	9.67	48.33
Total BACS - Farleys House		302.00	302.00	32.17	269.83
BACS Kernow Pipes & Drums - Town - To attend Christmas lighthst switch on	24/25PO3784	400.00	400.00	-	400.00
BACS Jo Lumber - AG - Learning & Engagement sessions Oct & Nov 2024	24/25PO3785	555.00	555.00	-	555.00
BACS Meacco- AG - Annual service plan from 01.11.24	24/25PO3786	1,140.00	1,140.00	190.00	950.00
BACS Prolux - PP - Supply & Fit 2 x Aluminium Commercial double glazed doors	24/25PO3787	8,769.44	8,769.44	1,461.57	7,307.87
BACS Rabart - Toilets - 2 pack Anti Graffiti clear 5ltr	24/25PO3788	210.54	210.54	35.09	175.45
BACS Travis Perkins - OPO - Sharp/grit sand	24/25PO3789	9.00	9.00	1.50	7.50
BACS Communion One - Hallow Covets	24/25PO3790	4,836.00	4,836.00	806.00	4,030.00
BACS HMRC-PAYE Nov 2024	24/25PO3791	19,907.07	19,907.07	-	19,907.07
BACS HMRC - NI Nov 2024	24/25PO3792	25,557.03	25,557.03	-	25,557.03
BACS Student Loans - Nov 2024	24/25PO3793	1,072.00	1,072.00	-	1,072.00
Total BACS - HMRC		46,536.10	46,536.10	-	46,536.10
BACS CC-Pensions-Nov 2024	24/25PO3794	42,738.29	42,738.29	-	42,738.29
BACS CC- Pensions additional pyt 08 of 12	24/25PO3795	600.00	600.00	-	600.00
Total BACS - CC		43,338.29	43,338.29	-	43,338.29
BACS Standard Life - MJC - AVC	24/25PO3796	90.00	90.00	-	90.00
BACS Unison Membership Fees	24/25PO3797	62.45	62.45	-	62.45
BACS Net Wages	24/25PO3798	144,180.42	144,180.42	-	144,180.42
CLOSED					
		487,286.85	487,286.85	34,005.79	453,281.07

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 December 2024- PO Building	24/25PO3799	1,518.00	1,518.00	-	1,518.00
DD	Cornwall Council - Business rates December 2024 - PO Building 1st Floor	24/25PO3800	873.00	873.00	-	873.00
DD	Cornwall Council - Business rates December 2024 - Municipal Building	24/25PO3801	707.00	707.00	-	707.00
DD	Cornwall Council - Business rates December 2024 - PO Building 2nd Floor	24/25PO3802	561.00	561.00	-	561.00
DD	Cornwall Council - Business rates-December 2024-Cemetery Pennance Rd	24/25PO3803	593.00	593.00	-	593.00
DD	Cornwall Council - Business rates December 2024-Cemetery Swanpool Rd	24/25PO3804	307.00	307.00	-	307.00
DD	Cornwall Council - Business Rates December 2024 - Mortuary	24/25PO3805	327.00	327.00	-	327.00
DD	Cornwall Council - Business rates December 2024 - Quarry Car Park	24/25PO3806	134.00	134.00	-	134.00
DD	Cornwall Council - Municipal Building December 2024 - Library	24/25PO3807	1,206.00	1,206.00	-	1,206.00
DD	Cornwall Council-Business rates December 2024- Princess Pavilion	24/25PO3808	852.00	852.00	-	852.00
DD	Cornwall Council - Business Rates December - Pendennis Point Car Park	24/25PO3809	100.00	100.00	-	100.00
BACS	N Burgess - Expenses - ReSource - Raffle prizes doe carols for Christmas event	24/25PO3810	22.50	22.50	-	22.50
BACS	N Burgess - Expenses - Lights and Sundries for Xmas Tree Festival	24/25PO3811	80.35	80.35	13.39	66.96
	Total BACS - N Burgess		102.85	102.85	13.39	89.46
BACS	Cornwall Pride - Grant Payment - 24/25GRA010	24/25PO3812	1,000.00	1,000.00	-	1,000.00
BACS	Clr L Coley - Deputy Mayor Expenses - Parking & Mileage	24/25PO3813	31.80	31.80	2.00	29.80
BACS	FFC - PP - Payments of Donations received	24/25PO3814	15.00	15.00	-	15.00
BACS	Source FM - Donations from Mayor & Clr S Eva Community Chest	24/25PO3815	500.00	500.00	-	500.00
BACS	Audio Source - Skatefete event - Staging & delivery/collection, Rigging crew & Litec	24/25PO3816	516.00	516.00	86.00	430.00
BACS	Bauer Media- Xmas - run of Network Audio	24/25PO3817	2,236.92	2,236.92	372.82	1,864.10
BACS	Association of Cultural Enterprises - AG- T Bough Attend Conference & Trade Show	24/25PO3818	315.00	315.00	-	315.00
BACS	Eve Bourrat - AG - Art for Wellbeing Workshops 18.11.24, 25.11.24 & 02.12.24	24/25PO3819	450.00	450.00	-	450.00
BACS	CSE - PP - ICR Touch office software x 3 Terminals	24/25PO3820	90.00	90.00	15.00	75.00
BACS	Datasharp - AG, PP & OPO printing charges Nov 2024	24/25PO3821	197.89	197.89	32.98	164.91
BACS	Carey Davies - PP - Tech Support Nov 2024 & COF Funding meeting	24/25PO3822	1,854.00	1,854.00	-	1,854.00
BACS	Devon & Cornwall 4x 4 - Response for Christmas Light Swtich On	24/25PO3823	590.00	590.00	-	590.00
BACS	Laura Horton - ReSource - Bad Sex Writing workshop & event	24/25PO3824	500.00	500.00	-	500.00
BACS	Kevin Gerry - Skatepark - 50% Deposit for Park Benches 3 & 4	24/25PO3825	1,600.00	1,600.00	-	1,600.00
BACS	J Gas - PP - Refill 60/40 mix gas & 10 Ltr CO2 cylinders	24/25PO3826	165.00	165.00	27.50	137.50
BACS	Stones Bakery - PP - 4 Large Sourdough & 40 Rolls	24/25PO3827	35.19	35.19	-	35.19
BACS	Swift - PP - Food cartons, Hot cups, Parchment, Clingfilm, Foil, Steel Scourers	24/25PO3828	425.86	425.86	70.98	354.88
BACS	The Roasting Room - PP - 1kg Brazil single estate, 1 kg Colombia sugar cane	24/25PO3829	357.49	357.49	-	357.49
BACS	Communion One - Hollow Coves 29/9 Ticket Sales PP £3676.50 Contra INV 3005	24/25PO3830	76.88	76.88	-	76.88
BACS	Community Grant - Friends of Tregoniggie D Evans	24/25PO3831	80.00	80.00	-	80.00
BACS	Community Grant - Fal Cricket-Juniors Kit-KE/JS/LC/ES/DC/JR/TP/AJ	24/25PO3832	365.00	365.00	-	365.00
BACS	Community Grant - Love Falmouth-Love xmas-KE/TP/AJ/JR/DC/ES/LC/DS/JS	24/25PO3833	520.00	520.00	-	520.00
BACS	Expenses - A Rowe-Coat for Civic occasions	24/25PO3834	35.00	35.00	5.83	29.17
BACS	Ann's Pasties - x25 sml Pasties, x60 lrgs s'rolls Pp	24/25PO3835	172.50	172.50	-	172.50
BACS	Autograffiti - Road stickers for Festive W'end	24/25PO3836	6.24	6.24	1.04	5.20
BACS	Autograffiti - Sign for land train, banners - Festive w'end	24/25PO3837	156.00	156.00	26.00	130.00
	Total BACS - Autograffiti		162.24	162.24	27.04	135.20
BACS	Baileys - Pure Pastures barley straw - Festiw w'end	24/25PO3838	2.99	2.99	-	2.99
BACS	BG Electrical - Castle Beach toilets - Ect lighting check & adjust timer	24/25PO3839	42.00	42.00	7.00	35.00
BACS	BG Electrical - OPO-supply/fit 12watt LED colour WC 2nd floor	24/25PO3840	81.60	81.60	13.60	68.00
BACS	BG Electrical - MB-disconnect/remove all electrical/telecomms/data ext facing	24/25PO3841	48.00	48.00	8.00	40.00
	Total BACS - Autograffiti		171.60	171.60	28.60	143.00
BACS	SJ Brown - PP Lighting services provided for November '24	24/25PO3842	1,170.00	1,170.00	-	1,170.00
BACS	Coast Medics -Responder x4hrs, amb nurse x4hrs-PP Xmas Tree lights	24/25PO3843	259.20	259.20	43.20	216.00
BACS	FFC - Mixed salad, salad turnip, winter squash PP Duplicated	24/25PO3844	-	-	-	-
BACS	Infinitus - Key Holding Nov '24 MB/OPO	24/25PO3845	66.00	66.00	11.00	55.00
BACS	Infinitus - Key Holding Nov '24 PP	24/25PO3846	33.00	33.00	5.50	27.50
	Total BACS - Infinitus		99.00	99.00	16.50	82.50
BACS	International Events - The Jerseys 2/11/24 INV 2176.00 Contra INV 3032	24/25PO3847	987.83	987.83	-	987.83
BACS	Landscape Supplies - Chainsaw boots, chainsaw trousers-Grounds	24/25PO3848	281.41	281.41	46.90	234.51
BACS	Landscape Supply - Chain oil 20 ltr, 2 stroke oil-Grounds	24/25PO3849	153.48	153.48	25.58	127.90
	Total BACS - Landscape Supply		434.89	434.89	72.48	362.41
BACS	ObjectiveIT - x36 offsite support & systems FTSM	24/25PO3850	3,024.00	3,024.00	504.00	2,520.00
BACS	ObjectiveIT - x30 offsite support & system monitoring PP	24/25PO3851	2,520.00	2,520.00	420.00	2,100.00
BACS	ObjectiveIT x89 Offsite support & monitoring+ Huntress security,cloud back up	24/25PO3852	7,320.00	7,320.00	1,220.00	6,100.00
	Total BACS - ObjectiveIT		12,864.00	12,864.00	2,144.00	10,720.00
BACS	Office Smart - Trodat Pad for 4750 blue/red x3	24/25PO3853	29.48	29.48	4.91	24.57
BACS	Office Smart - Desk Diary WTV A5 Burgundy 2025	24/25PO3854	1.49	1.49	0.25	1.24
BACS	Office Smart - Desk Diary WTV A5 Burgundy 2025	24/25PO3855	1.49	1.49	0.25	1.24
	Total BACS - ObjectiveIT		32.46	32.46	5.41	27.05
BACS	S & P Sandwiches (Pips) x20 s'rolls -Xmas light switch on	24/25PO3856	44.00	44.00	-	44.00
BACS	Printing Chambers - Dusty sunshine x10 A3 x5 A4 PP	24/25PO3857	12.50	12.50	-	12.50
BACS	Reach Access - Hanging Baskets/Bid Bunting/ Xmas Lights	24/25PO3858	7,980.00	7,980.00	1,330.00	6,650.00
BACS	The Roasting Room - 1250kg Brazil Single estate coffee, Zuma origin Pp	24/25PO3859	377.08	377.08	-	377.08
BACS	Sean Wines - Box office hrs for Hollow Coves PP	24/25PO3860	40.00	40.00	-	40.00
BACS	TEC Women - Workshop content develop reSource project KP	24/25PO3861	750.00	750.00	-	750.00
BACS	TEC women - final payment ReSource Project PP	24/25PO3862	750.00	750.00	-	750.00
	Total BACS - TECwomen		1,500.00	1,500.00	-	1,500.00
BACS	Verdant - x4 Lightbulb extra pale Ale PP	24/25PO3863	254.40	254.40	42.40	212.00
BACS	YPO - Single column unit 6 shallow gratnells AG	24/25PO3864	94.79	94.79	15.80	78.99
BACS	Bigdug - PP - Monet Wood Chair Charcoal Fabric Seat with Wooden Frame	24/25PO3865	489.35	489.35	81.56	407.79
BACS	Henrietta Boex - ReSource - KP Bid Writing Report	24/25PO3866	1,125.00	1,125.00	-	1,125.00
	Total		47,511.71	47,511.71	4,433.49	43,078.22

Finance & General Purpose Meeting

Schedule of payments made for approval at above meeting

Cheque No		Inv No:	Inv Total	Gross	VAT	NET
BACS	DG Sound Solutions - PP - Technical Services for Old Mervs & For Ten Years too late	24/25PO3867	360.00	360.00	-	360.00
BACS	DG Sound Solutions - PP - Technical Services for Starsailor	24/25PO3868	180.00	180.00	-	180.00
Total BACS - DG Sound			540.00	540.00	-	540.00
BACS	Freq Audio Systems - PP - Avolites quartz lighting desk + wing	24/25PO3869	576.00	576.00	96.00	480.00
BACS	Greenham - Toilets - Hand soap, disinfectant, toilet rolls	24/25PO3870	1,126.92	1,126.92	187.82	939.10
BACS	Greenham - Facilities - Regatta action navy shorts	24/25PO3871	29.21	29.21	4.87	24.34
BACS	Greenham - Facilities - Bodywarmer, Waterproof jacket & FTC logo	24/25PO3872	219.74	219.74	36.62	183.12
BACS	Greenham - TM - Regatta navy jacket & logo recharge to BID	24/25PO3873	42.86	42.86	7.14	35.72
Total BACS - Greenham			1,418.73	1,418.73	236.46	1,182.28
BACS	Huq Industries - Town Delivery Fund - Elite Dashboard & Reports -36 months	24/25PO3874	30,000.00	30,000.00	5,000.00	25,000.00
BACS	Malcolm Joseph - PP - Box Office duties 27th & 29th Nov 24	24/25PO3875	87.50	87.50	-	87.50
BACS	Katherine Langley - PP - Box office duties 29th Nov 24	24/25PO3876	43.75	43.75	-	43.75
BACS	Planet A Solutions - MB - Assist RTP with Design phases 2/3 of the MB	24/25PO3877	7,560.00	7,560.00	1,260.00	6,300.00
BACS	Thomas Merritt - PP - Office and show prep hours Nov 24 - 169 hours	24/25PO3878	3,380.00	3,380.00	-	3,380.00
BACS	Trevarthen - PP - Turkey corwn, Streaky bacon & Lincolnshire sausage	24/25PO3879	132.69	132.69	-	132.69
CC	Mexgroces - AG - Corn Husks	24/25PO3880	12.75	12.75	2.13	10.63
DDR	Lloyds Bank - Bank charges- 01.10.24-31.10.24	24/25PO3881	50.00	50.00	-	50.00
BACS	Charles Jones - Pendennis Headland - Written Statement of Investigation	24/25PO3882	125.00	125.00	-	125.00
BACS	Talon Music Ltd - PP - Talon To The Limit 2024" 15.11.2024	24/25PO3883	7,128.00	7,128.00	1,188.00	5,940.00
BACS	Worknest - Health & Safety Core-Year 2 Dec '24 - Dec '25	24/25PO3884	2,657.40	2,657.40	442.90	2,214.50
DDR	BritGas - 3/10-7/11/24 MB Electric	24/25PO3885	623.44	623.44	103.90	519.54
DDR	BritGas - 15/10-14/11 MB Gas	24/25PO3886	518.12	518.12	86.35	431.77
DDR	BritGas - 23/10-22/11 Moor Piazza	24/25PO3887	38.19	38.19	1.81	36.38
DDR	BritGas - 24/10-23/11 Cemetery Non conform(workshop) electric	24/25PO3888	99.34	99.34	4.73	94.61
DDR	BritGas - 26/10-25/11 Cemetery CofE Electric	24/25PO3889	22.78	22.78	1.08	21.70
DDR	BritGas - 25/10-24/11 KP Workshop electric	24/25PO3890	207.29	207.29	9.87	197.42
DDR	BritGas - 24/10-23/11 Gylly Toilets Electric	24/25PO3891	77.73	77.73	3.70	74.03
DDR	BritGas - 18/10-24/11 KP Stage Electric	24/25PO3892	42.29	42.29	2.01	40.28
CN	BritGas - 25/10-24/11/24 Castle Beach Cancels 817772587	24/25PO3893	71.07	71.07	3.38	67.69
DDR	BritGas - 25/10-24/11 Castle Beach Revised Electric	24/25PO3894	57.26	57.26	2.72	54.54
DDR	BritGas - 2/11-2/11 Maenporth Beach Electric	24/25PO3895	49.94	49.94	2.37	47.57
DDR	BritGas - 1-30/11/24 CSCP Electric	24/25PO3896	411.35	411.35	19.58	391.77
DDR	BritGas - 1-30/11/24 Library Electric	24/25PO3897	221.26	221.26	10.53	210.73
DDR	BritGas - 2/11-1/12 KP Electric	24/25PO3898	63.68	63.68	3.03	60.65
DDR	BritGas - 2/11-1/12 Swanpool Toilets Electric	24/25PO3899	54.71	54.71	2.60	52.11
DDR	BritGas - 2/11-1/12 POW Toilets Electric	24/25PO3900	86.20	86.20	4.10	82.10
DDR	BritGas - 2/11-1/12 Library Electric	24/25PO3901	829.36	829.36	138.22	691.14
DDR	BritGas - 5/11-3/12/24 Grove Place Toilets Electric	24/25PO3902	193.78	193.78	9.22	184.56
DDR	BritGas - 5/11-3/12/24 Webber st Toilets Electric	24/25PO3903	40.06	40.06	1.90	38.16
BACS	Richards Design & Build- Park Lodge ReSource project	24/25PO3904	96,536.22	96,536.22	16,089.37	80,446.85
BACS	SWW - 5/11-2/12 PP Water	24/25PO3905	901.22	901.22	-	901.22
BACS	SWW - 5/11-2/12 PP External use meter PP	24/25PO3906	6.89	6.89	-	6.89
BACS	SWW - 2/11-2/12 Library/Gallery	24/25PO3907	119.00	119.00	-	119.00
BACS	D Tresise and Baldwin - Refund over overpayment of Memorial Fees	24/25PO3908	185.00	185.00	-	185.00
BACS	Coastmedic - Annual Grant GRA24/25-003	24/25PO3909	1,000.00	1,000.00	-	1,000.00
BACS	Artstat - AG - Shop stock - WN Studio collection sketching set	24/25PO3910	8.45	8.45	1.41	7.04
BACS	Artstat - AG - Shop stock - Air hardening clay, Koh-I-Noor e tier Watercolour set	24/25PO3911	165.10	165.10	27.52	137.58
Total BACS - Artstat			173.55	173.55	28.93	144.63
BACS	BG Electrical - Toilets - Refit 12W LED light fittings & turn time clock off	24/25PO3912	48.00	48.00	8.00	40.00
BACS	BG Electrical - KP - Reconnect & refit disables toilet alarm pull cord to ceiling	24/25PO3913	48.00	48.00	8.00	40.00
Total BACS - BG Electrical			96.00	96.00	16.00	80.00
BACS	CSE - PP - ICR TouchPoint Lite with Touch Office Web Integration -Dec 2024	24/25PO3914	30.00	30.00	5.00	25.00
BACS	Duchy Defibrillators - OPO -New replacement battery & G3 pads	24/25PO3915	648.00	648.00	108.00	540.00
BACS	Thomas Fattorini - Civic - Bespoke Printed Scroll	24/25PO3916	977.94	977.94	162.99	814.95
CN	Thomas Fattorini - Civic - Credit carriage charge	24/25PO3917	17.94	17.94	2.99	14.95
Total BACS - Thomas Fattorini			960.00	960.00	160.00	800.00
BACS	Roskillys - PP - Assorted 120ml ice cream tubs & Assorted Lickalix	24/25PO3918	439.85	439.85	73.30	366.55
BACS	Tyrefinders - Facilities - CV17 CVF Puncture repair	24/25PO3919	24.00	24.00	4.00	20.00
DDR	Allstar - Diesel Unleaded - Various Dept	24/25PO3920	704.56	704.56	117.42	587.14
DDR	BT - Internet Services - Rental - Corp	24/25PO3921	471.60	471.60	78.60	393.00
DDR	BT - Regular Charges - 01/11/24 - 30/11/24	24/25PO3922	726.00	726.00	121.00	605.00
DDR	Deputy - 01/11/24 - 30/11/24 - PP	24/25PO3923	202.80	202.80	33.80	169.00
DDR	G4S - Monthly Charges 01/11/24 - 30/11/24 Corp	24/25PO3924	192.54	192.54	32.09	160.45
DDR	Clover - Card Processing - 01/10/24 - 31/10/24 - PP	24/25PO3925	710.23	710.23	-	710.23
DDR	Paymentsense - Terminal Rental - 01/10/24 - 31/10/24 - PP	24/25PO3926	564.18	564.18	94.03	470.15
DDR	Sage - Monthly Subscription - Corp	24/25PO3927	744.60	744.60	124.10	620.50
DDR	St A Brew - Proper Job Korev Rattler - PP	24/25PO3928	492.48	492.48	82.08	410.40
DDR	St A Brew - Gordons Gin Jagermeister Smirnoff Red - PP	24/25PO3929	2,803.26	2,803.26	467.25	2,336.01
DDR	St A Brew - Prpoer Job Korev Guinness - PP	24/25PO3930	1,370.28	1,370.28	228.38	1,141.90
DDR	W C Fruit - Beetroot Large Eggs Bakers - PP	24/25PO3931	187.12	187.12	-	187.12
DDR	W C Fruit - Tomato Salad Flat Mushroom Parsnip - PP	24/25PO3932	368.39	368.39	-	368.39
DDR	W C Fruit - Milk skimmed - PP	24/25PO3933	3.14	3.14	-	3.14
DDR	W C Fruit - Chocolate Cream Mince Pies - PP	24/25PO3934	70.91	70.91	4.45	66.46
DDR	W C Fruit - Bakers Leek Mushrooms - PP	24/25PO3935	163.48	163.48	-	163.48
DDR	W C Fruit - Bakers Parsley Basil - PP	24/25PO3936	173.91	173.91	-	173.91
DDR	W C Fruit - Oranges & Milk - PP	24/25PO3937	43.72	43.72	2.43	41.29
			215,902.17	215,902.17	30,933.54	184,968.63

FALMOUTH TOWN COUNCIL

Month Dec-24
Meeting Date 20/01/2025

Finance & General Purpose Meeting

Schedule of payments made for approval at above meeting

Cheque No	Inv No:	Inv Total	Gross	VAT	NET
DDR W C Fruit - Milk Oat - PP	24/25PO3938	13.40	13.40	-	13.40
DDR W C Fruit - Eggs Salad Lettuce - PP	24/25PO3939	138.30	138.30	-	138.30
DDR W C Fruit - Parsnip Cabbage Red Onion PP	24/25PO3940	210.10	210.10	-	210.10
DDR W C Fruit - Eggs Medium Free Range PP	24/25PO3941	241.01	241.01	-	241.01
DDR W C Fruit - Marshmallows & Crisps - PP	24/25PO3942	41.77	41.77	1.80	39.97
DDR W C Fruit - Mince Pie Pack - PP	24/25PO3943	12.15	12.15	-	12.15
DDR W C Fruit - Classic Mincemeat - Milk Peas PP	24/25PO3944	67.94	67.94	-	67.94
DDR W C Fruit - Limes Orange Juice Carrot PP	24/25PO3945	463.45	463.45	11.10	452.35
DDR W C Fruit - Milk Oat Full & Skimmed - PP	24/25PO3946	17.68	17.68	-	17.68
DDR W C Fruit - Squash Parsley Olive Oil - PP	24/25PO3947	120.71	120.71	-	120.71
DDR W C Fruit - Limes Squash - PP	24/25PO3948	35.15	35.15	-	35.15
DDR W C Fruit - Milk Oat Skimmed & Full - PP	24/25PO3949	15.45	15.45	-	15.45
DDR W C Fruit - Milk Oat Skimmed & Full - PP	24/25PO3950	17.68	17.68	-	17.68
DDR W C Fruit - Eggs Parsley Butter - PP	24/25PO3951	76.72	76.72	-	76.72
DDR W C Fruit - Lemon Limes & Milk - PP	24/25PO3952	116.65	116.65	9.12	107.53
DDR W C Fruit - Crumble Topped Mince Pies - PP	24/25PO3953	32.35	32.35	-	32.35
CN W C Fruit - Marshmallows - PP	24/25PO3954	30.97	30.97	-	30.97
CN W C Fruit - Marshmallows - PP	24/25PO3955	Duplicate	Duplicate	-	Duplicate
CN W C Fruit - Squash - PP	24/25PO3956	15.20	15.20	-	15.20
CC PSA Parts - Main Battery Pack 15V - Facilities	24/25PO3957	103.80	103.80	17.30	86.50
CC Asda - Xmas Chocs King Charles School Parliament - General	24/25PO3958	89.80	89.80	-	89.80
CC Apple - iCloud with 200 gig - Corp - September	24/25PO3959	2.99	2.99	0.50	2.49
CC Apple - iCloud with 200 gig - Corp - October	24/25PO3959a	2.99	2.99	0.50	2.49
CC Apple - iCloud with 200 gig - Corp - November	24/25PO3959b	2.99	2.99	0.50	2.49
CC Apple - iCloud with 200 gig - Corp - December	24/25PO3959c	2.99	2.99	0.50	2.49
CC Amazon - Law Cemetry & Cremation Managers - Cemetry	24/25PO3960	46.00	46.00	-	46.00
CC Amazon - Vacant / Do Not Disturb Sign - PP	24/25PO3961	13.15	13.15	2.19	10.96
CC Amazon - Stanley 2000 Series Toolbox - PP	24/25PO3962	11.81	11.81	1.97	9.84
CC Amazon - Everlay 2025 Calendar - PP	24/25PO3963	21.99	21.99	3.67	18.33
CC Amazon - Internal SSD for Laptop - Town Team	24/25PO3964	62.99	62.99	10.50	52.49
CC Amazon - Internal SSD for Laptop - Town Team	24/25PO3965	62.99	62.99	10.50	52.49
CN Amazon - Internal SSD for Laptop - Town Team	24/25PO3966	29.99	29.99	5.00	24.99
CC Asda - Mayoral - Cllr A Rowe - Refreshments for Xmas Lights Switch on Reception	24/25PO3967	178.39	178.39	-	178.39
CC Easyspace - Yearly Domain Billing - Corp	24/25PO3968	16.82	16.82	2.80	14.02
CC Event Brite - D Westlake Training - Gallery	24/25PO3969	64.00	64.00	-	64.00
CC Meadowmania - Yellow Rattle Seed - Cemetry	24/25PO3970	32.78	32.78	5.46	27.32
CC Mailchimp - Standard Plan & Additional Contact Blocks - Corp	24/25PO3971	55.78	55.78	-	55.78
CC Mailchimp - Standard Plan & Additional Contact Blocks - Corp	24/25PO3972	57.46	57.46	-	57.46
CC Meta - Various Campaign Adds - PP	24/25PO3973	111.64	111.64	-	111.64
CC Meta - Various Campaign Adds - PP	24/25PO3974	200.00	200.00	-	200.00
CC Meta - Various Campaign Adds - PP	24/25PO3975	200.00	200.00	-	200.00
CC Meta - Various Campaign Adds - PP	24/25PO3976	137.42	137.42	-	137.42
CC Microsoft - 365 Business Basic - 15/11/24 - 14/12/24 - Corp	24/25PO3977	9.80	9.80	-	9.80
CC Microsoft - 365 Business Basic - 21/11/24 - 20/12/24 - Corp	24/25PO3978	93.10	93.10	-	93.10
CC Microsoft 365 Buisness Premium - 01/11/24 - 30/11/24 - Corp	24/25PO3979	144.80	144.80	-	144.80
CC Microsoft - Office 365 E3 - 09/11/24 - 08/12/24 - Corp	24/25PO3980	66.00	66.00	-	66.00
CC Microsoft - Planner Plan 1 - 08/11/24 - 07/12/24 - Corp	24/25PO3981	8.20	8.20	-	8.20
CC Microsoft - Enterprise Mobility + Security E5 - 24/11/24 - 23/12/24 - Corp	24/25PO3982	877.50	877.50	-	877.50
CC Post Office - Mayoral - Cllr A Rowe - Xmas Card Competition Winners Giftcards	24/25PO3983	40.00	40.00	-	40.00
CC Rontec Stretton - Conference Attendance - Refreshments - Corp	24/25PO3984	7.66	7.66	-	7.66
CC Survey Monkey - Renewal FTC Subscription - Gallery	24/25PO3985	320.00	320.00	-	320.00
CC Team Gantt - Lite Manager 30/10/24 - 30/11/24 - PP	24/25PO3986	22.84	22.84	3.69	19.15
CC Trago - TM - Firefly lights & shears. Grounds - Safety Hasp & Staple, Diecast Comb	24/25PO3987	53.94	53.94	8.99	44.95
LCC Solo Press - Business Cards - Town Man	24/25PO3988	22.99	22.99	3.83	19.16
LCC Funidelia - Santa Claus Set - Elf Costumes - Town Man	24/25PO3989	149.89	149.89	-	149.89
LCC Poundland - Xmas Wrapping Paper - Town Man	24/25PO3990	12.50	12.50	2.08	10.42
LCC Trago - Xmas Goodies - Town Man	24/25PO3991	6.22	6.22	1.04	5.18
LCC Trago - Carpets - Town Man	24/25PO3992	52.92	52.92	8.82	44.10
LCC Tesco - Xmas Lights Switch On - Town Man	24/25PO3993	31.60	31.60	-	31.60
LCC Trago - Xmas Goodies - Town Man	24/25PO3994	14.28	14.28	2.38	11.90
LCC Tesco - Xmas Lights Switch On - Town Man	24/25PO3995	38.50	38.50	-	38.50
LCC Trago - Xmas Trees at PP - Town Man	24/25PO3996	91.00	91.00	15.17	75.83
CC BOI - CC fee **** 4708	24/25PO3997	25.00	25.00	-	25.00
BACS Coast2Coast - 21/11 Event sup x6hrs, Event staff x9hrs Will Young PP	24/25PO3998	329.40	329.40	54.90	274.50
BACS Coast2Coast-29/11 sup x4.6hrs, staff x9hrs OO'S Emo Tribute PP	24/25PO3999	294.30	294.30	49.05	245.25
BACS Coast2Coast - 1/12 Event Supervisor x9hrs xmas tree festival PP	24/25PO4000	189.00	189.00	31.50	157.50
Total BACS - Coast2Coast		812.70	812.70	135.45	677.25
BACS Cwll Scrapstore - Membership 2025 AG	24/25PO4001	50.00	50.00	-	50.00
BACS Stones Bakery - x40 Rolls, X4 Irge sourdough PP	24/25PO4002	41.40	41.40	-	41.40
BACS SWW - PP meter 2 5/11-2/12/24	24/25PO4003	5.36	5.36	-	5.36
BACS The Roasting Room - Brazil estate,colombia Sugar,Single origin,zuma spices PP	24/25PO4004	633.78	633.78	-	633.78
BACS D Westlake - Expenses - AG - Parking at Falmouth Uni & Penryn for meetings	24/25PO4005	5.20	5.20	-	5.20
BACS M Brotherton - Expenses -Cemetry - Large can of WD40	24/25PO4006	7.49	7.49	1.25	6.24
BACS J Hendy - Expenses - PP - Mince pies for Xmas tree festival	24/25PO4007	42.00	42.00	-	42.00
BACS T Merritt - PP - Shopping for Starsailor Rider	24/25PO4008	209.69	209.69	34.95	174.74
		222,821.66	222,821.66	31,224.58	191,597.08

FALMOUTH TOWN COUNCIL

Month Dec-24
Meeting Date 20/01/2025

Finance & General Purpose Meeting

Schedule of payments made for approval at above meeting

Cheque No	Inv No:	Inv Total	Gross	VAT	NET
BACS ADT - MB - Maintenance of Fire Alarm system 05.12.24-04.12.25	24/25PO4009	1,058.22	1,058.22	176.37	881.85
BACS Bartlett - PP - Glasswasher repair - Misc consumables CAT	24/25PO4010	6.00	6.00	1.00	5.00
BACS Enigma Audio - PP - Service call to replace 2 x OPUS Audion CS850 high frequency c	24/25PO4011	427.20	427.20	71.20	356.00
BACS Penny Hurst - AG - Shopstock - Pandora A6 Christmas cards	24/25PO4012	12.00	12.00	-	12.00
BACS Infinitus - Guard - Remembrance Day, Reach Maintenance & Xmas light swith on	24/25PO4013	950.52	950.52	158.42	792.10
BACS Infinitus - CCTV Operator Falmouth 98.40 & Helston 65.60 - Nov 24	24/25PO4014	3,747.07	3,747.07	624.51	3,122.56
BACS Infinitus - Street Rangers x130 hours - Nov 24	24/25PO4015	2,776.80	2,776.80	462.80	2,314.00
Total BACS - Infinitus		7,474.39	7,474.39	1,245.73	6,228.66
BACS Rainer Security Products - Toilets - Euro Locks core TW1-27	24/25PO4016	250.80	250.80	41.80	209.00
BACS RGB - Toilets - Korona Soft close WC Seat	24/25PO4017	205.20	205.20	34.20	171.00
BACS RTP - MB - Part agreed fee for RIBA Stages 2 and 3-26.10.24-22.11.24	24/25PO4018	1,440.00	1,440.00	240.00	1,200.00
BACS Eve Bourrat - AG - Workshops December 2024	24/25PO4019	618.95	618.95	-	618.95
BACS Linda Chambers - AG - Baby Painting Sessions 29.11.2024	24/25PO4020	75.00	75.00	-	75.00
BACS Clear Brew -PP - Full Dispense system check & regular line clean	24/25PO4021	150.00	150.00	25.00	125.00
BACS Cornwall Council - Open Space CCTV Falmouth December 2024	24/25PO4022	1,108.22	1,108.22	184.70	923.52
BACS FFC - PP - Mixed Salad	24/25PO4023	14.00	14.00	-	14.00
BACS Head Conservation - AG - Restoration of Hemy	24/25PO4024	800.00	800.00	-	800.00
BACS R Jandrell - AG - Baby Jam & Rhyme time sessions, Leading a Baby paint session	24/25PO4025	375.00	375.00	62.50	312.50
BACS Swift - PP - Glasswasher liquid, 2 ply blue hand towel & Parchment	24/25PO4026	63.06	63.06	10.51	52.55
BACS Free Trade Organisation - PP - Starsailor event 18.11.24 Balance	24/25PO4027	3,150.00	3,150.00	900.00	2,250.00
BACS J Mallard - Expenses - Tree lights & batteries	24/25PO4028	23.00	23.00	-	23.00
BACS Baileys - Hypo-Chloride-cleaning toilets	24/25PO4029	29.50	29.50	4.92	24.58
BACS BG Electrical - PP Supply,wire & fit 1gang IP66 w'proof socket	24/25PO4030	258.00	258.00	43.00	215.00
BACS Biffa - Standard general waste Wheelie Bin Nov '24 OPO	24/25PO4031	568.51	568.51	94.75	473.76
BACS Biffa - Recycling dry/mixed wheelie bins Nov '24 OPO	24/25PO4032	331.85	331.85	55.31	276.54
BACS Biffa - Standard glass mixed wheelie bins Nov '24 OPO	24/25PO4033	167.76	167.76	27.96	139.80
BACS Biffa - General waste wheelie bins Nov '24 PP	24/25PO4034	400.54	400.54	66.76	333.78
BACS Biffa - Standard glass mixed wheelie bins Nov '24 PP	24/25PO4035	73.00	73.00	12.17	60.83
BACS Biffa - Standard Paper confidential wheelie bin OPO	24/25PO4036	41.40	41.40	6.90	34.50
Total BACS - Biffa		1,583.06	1,583.06	263.84	1,319.22
BACS SJ Brown - Lighting services 6/12 Mjoseph, 7/12 Dutty Sunshine PP	24/25PO4037	430.00	430.00	-	430.00
BACS Bauer Media Group- Network Audio Festiw Campaign	24/25PO4038	1,242.30	1,242.30	207.05	1,035.25
BACS Coast Medic - Fal Light switch on Ambulance/paramedic/Care/1st responder	24/25PO4039	712.80	712.80	118.80	594.00
BACS Coast Medic - Remembrance Parade ambulance/care assist/paramedic	24/25PO4040	395.55	395.55	37.80	357.75
Total BACS - Coast Medic		1,108.35	1,108.35	156.60	951.75
BACS DG Sound - 6/12 Tech services Mjoseph & Unquiet Peace PP	24/25PO4041	180.00	180.00	-	180.00
BACS Essential - Tea Bags,squash,lentil chips,quinoa chips PP	24/25PO4042	434.24	434.24	33.96	400.28
BACS Exco - 6/12 attend intruder alarm FTC	24/25PO4043	102.00	102.00	17.00	85.00
BACS Nick Ferris - Green waste PP	24/25PO4044	30.00	30.00	5.00	25.00
BACS Passmore - Nov cleaning PP	24/25PO4045	4,142.56	4,142.56	690.43	3,452.13
BACS Passmore - Cleaning OPO/MB/Atherton/AG/Library	24/25PO4046	5,117.36	5,117.36	852.89	4,264.47
BACS Passmore - Beach Toilets/Town Toilets/Grove Place Graffiti removal clean	24/25PO4047	7,718.03	7,718.03	1,286.34	6,431.69
Total BACS - Passmore		16,977.95	16,977.95	2,829.66	14,148.29
BACS Pineneedle Design - Advert 'My Cornwall Wedding' brochure PP	24/25PO4048	1,074.00	1,074.00	179.00	895.00
BACS Pristine Clean - Gylly Beach toilets - gutters cleaned/flushed upvc 10/12	24/25PO4049	260.00	260.00	-	260.00
BACS SWW - Gylly Toilets 19/9-4/12/24 Water	24/25PO4050	1,927.63	1,927.63	-	1,927.63
BACS SWW - Old Cemetery-nr lodge 19/9-5/12/24	24/25PO4051	85.27	85.27	-	85.27
BACS Trevarthens - Lincolnshire Sausages PP	24/25PO4052	18.81	18.81	-	18.81
BACS Trevarthens - Turkey crowns, Sausages PP	24/25PO4053	255.36	255.36	-	255.36
Total BACS - Trevarthens		274.17	274.17	-	274.17
BACS Withey - BN18 NAA 4/12 Replace battery & reset-Grounds Team	24/25PO4054	332.38	332.38	55.40	276.98
BACS Ann's Pasties - x50 Sml Pasties, x60 Irge S'rolls PP	24/25PO4055	225.00	225.00	-	225.00
DDR BritGas - 15/11-27/11 MB Gas	24/25PO4056	90.73	90.73	4.32	86.41
DDR BritGas - 25/10-26/11 MB Electric	24/25PO4057	234.19	234.19	11.15	223.04
DDR BritGas - 1-30/11/24 Theatre PP Electric	24/25PO4058	1,110.18	1,110.18	185.03	925.15
DDR BritGas - 1-30/11/24 Cafe/Gardens PP electric	24/25PO4059	3,084.09	3,084.09	514.01	2,570.08
CN Tresise & Baldwin - Refund for Fray Grave no RBA10 (Paid in Error)	24/25PO4060	85.00	-	85.00	-
BACS Baileys Store - Pure Pastues Wood Shavings	24/25PO4061	12.50	12.50	2.08	10.42
BACS Eat Art - Portrait Frame supplies, Boat shadow frame AG	24/25PO4062	276.00	276.00	46.00	230.00
BACS Nick Ferris - Mixed Construction & demo waste - storm damage Grounds	24/25PO4063	101.76	101.76	16.96	84.80
BACS Smith & Reed - w/c 2/12/24 NM Webber Temp Finance	24/25PO4064	152.64	152.64	25.44	127.20
BACS Rowena Tarplee - 14/11 Soap Carving w'shop Splanna AG	24/25PO4065	160.00	160.00	-	160.00
BACS Rowena Tarplee - 19/11 White Earthenware 10/12 Truro Group AG	24/25PO4066	335.00	335.00	-	335.00
Total BACS - Tarplee		495.00	495.00	-	495.00
BACS Verdant - x6 Cases of Lightbulb extra Pale PP	24/25PO4067	381.60	381.60	63.60	318.00
DDR BritGas - 8/11-2/12/24 MB Electric	24/25PO4068	371.96	371.96	61.99	309.97
DDR BritGas - 2/11-1/12 Mortuary Electric	24/25PO4069	209.53	209.53	9.97	199.56
DDR BritGas - 2/11-3/12 Gyllyngdune Cottage Electric	24/25PO4070	267.75	267.75	12.75	255.00
DDR BritGas - 2/11-1/12/24 PP Stable Block electric	24/25PO4071	21.13	21.13	1.00	20.13
CN BritGas - 25/10-26/11/24 MB cancels 811520822	24/25PO4072	234.19	-	234.19	-
DDR BritGas - 25/10-26/11/24 MB Revised	24/25PO4073	275.58	275.58	45.93	229.65
CN BritGas - 14/9-21/10/24 PP Gas	24/25PO4074	405.48	-	405.48	-
DDR BritGas - 14/9-21/10/24 PP Gas revised	24/25PO4075	319.01	319.01	15.19	303.82
DDR BritGas - 22/10-21/11/24 PP Gas	24/25PO4076	256.72	256.72	12.22	244.50
DDR BritGas - 6/11-5/12/24 OPO Feeder Pillar Electric	24/25PO4077	29.41	29.41	1.40	28.01
DDR BritGas - 7/11-6/12/24 Feeder Pillar adj bench electric	24/25PO4078	44.91	44.91	2.13	42.78
DDR BritGas - 13/5-14/5/24 PP Revised Gas Bill	24/25PO4079	3.93	3.93	0.18	3.75
		273,640.50	273,640.50	38,965.65	234,674.85

Finance & General Purpose Meeting

Schedule of payments made for approval at above meeting

Cheque No	Inv No:	Inv Total	Gross	VAT	NET
DDR BritGas - 15/5-21/6/24 PP revised Gas	24/25PO4080	74.79	74.79	3.56	71.23
DDR BritGas - 22/6-20/7/24 PP Revised Gas	24/25PO4081	57.07	57.07	2.71	54.36
DDR BritGas - 21/7-21/8/24 PP Revised Gas	24/25PO4082	60.01	60.01	2.85	57.16
DDR BritGas - 22/8-21/9/24 PP Revised Gas	24/25PO4083	29.35	29.35	2.81	26.54
DDR BritGas - 22/9-30/9/24 PP Gas	24/25PO4084	4.48	4.48	0.21	4.27
DDR BritGas - 1-31/10/24 PP Gas	24/25PO4085	15.42	15.42	0.73	14.69
DDR BritGas - 1-30/11/24 PP Gas	24/25PO4086	14.93	14.93	0.71	14.22
BACS Ann's Pasties - PP - 50 small pasties & 60 large sausage rolls	24/25PO4087	225.00	225.00	-	225.00
BACS Autograffiti - Environmental - Supply & fit additional eyelets to supplied banners	24/25PO4088	144.00	144.00	24.00	120.00
BACS Autograffiti - Towns - Supply CNC cut 5mm Foamex stencils for taxi rank boxes	24/25PO4089	96.00	96.00	16.00	80.00
Total BACS -Autograffiti		240.00	240.00	40.00	200.00
BACS BG Electrical - PP - Supply & fit cylindrical up/down GU10 wall light	24/25PO4090	79.20	79.20	13.20	66.00
BACS Coast 2 Coast - PP - Security for Carols at Christmas 04.12.24	24/25PO4091	94.50	94.50	15.75	78.75
BACS Coast 2 Coast - PP - Security for Malcolm Joseph 06.12.24	24/25PO4092	94.50	94.50	15.75	78.75
BACS Coast 2 Coast - PP - Security for Dutty Moonshine Band 07.12.24	24/25PO4093	571.50	571.50	95.25	476.25
Total BACS -Coast 2 Coast		760.50	760.50	126.75	633.75
BACS Freq Audio - PP - COF Project - Allen & Heath dLive C Class C2500 Surface, single 12"	24/25PO4094	24,065.96	24,065.96	4,010.99	20,054.97
BACS Hudson Accounting - Interim Audit 2024/25	24/25PO4095	1,250.00	1,250.00	-	1,250.00
BACS JEB Supplies - Facilities - Heavy duty tubular deadbolt & 76mm Tubular deadbolt	24/25PO4096	58.86	58.86	9.81	49.05
BACS & Maggie Makes - AG - Gluten Free Apple & Cinnamon tray bake, Vegan Chocolate	24/25PO4097	100.00	100.00	-	100.00
BACS Naked Solar - PP - Final Payment - Tesla Meter kit, Three Phase 63A Isolator switch	24/25PO4098	30,827.04	30,827.04	5,137.84	25,689.20
BACS Nick Ferris - KP - Green Waste	24/25PO4099	101.76	101.76	16.96	84.80
BACS Nick Ferris - KP - Green Waste	24/25PO4100	61.44	61.44	10.24	51.20
BACS Nick Ferris - KP - Green Waste	24/25PO4101	117.12	117.12	19.52	97.60
BACS Nick Ferris - KP - Green Waste	24/25PO4102	88.32	88.32	14.72	73.60
BACS Nick Ferris - KP - Green Waste	24/25PO4103	132.48	132.48	22.08	110.40
BACS Nick Ferris - KP - Green Waste	24/25PO4104	59.52	59.52	9.92	49.60
BACS Nick Ferris - KP - Green Waste	24/25PO4105	72.96	72.96	12.16	60.80
BACS Nick Ferris - KP - Green Waste	24/25PO4106	115.20	115.20	19.20	96.00
BACS Nick Ferris - KP - Green Waste	24/25PO4107	34.56	34.56	5.76	28.80
BACS Nick Ferris - KP - Green Waste	24/25PO4108	80.64	80.64	13.44	67.20
BACS Nick Ferris - KP - Green Waste	24/25PO4109	61.44	61.44	10.24	51.20
Total BACS -Nick Ferris		925.44	925.44	154.24	771.20
BACS Office Smart - OPO - Desk Diary DPP A5 Black 2025	24/25PO4110	4.54	4.54	0.76	3.78
BACS Office Smart - PP - Pockets short side pening & Permanent Marker & OPO Desk Diar	24/25PO4111	20.83	20.83	3.47	17.36
BACS Office Smart - Facilities - Lined Wirebund A4 pad & OPO - Sellotape	24/25PO4112	49.97	49.97	8.33	41.64
Total BACS -Office Smart		75.34	75.34	12.56	62.78
BACS Royal Mail - TM - Additional Services	24/25PO4113	37.20	37.20	6.20	31.00
BACS SNA Sales - to cost of acts for Sundown Christmas show	24/25PO4114	420.00	420.00	70.00	350.00
BACS Stones Bakery - PP - 5 Large Sourdough	24/25PO4115	18.49	18.49	-	18.49
BACS Stones Bakery - PP - 40 Rolls & 4 Large Sourdough	24/25PO4116	35.19	35.19	-	35.19
Total BACS -Stones Bakery		53.68	53.68	-	53.68
BACS St Stythians Band - PP - Xmas Tree Festival performance 01.12.24	24/25PO4117	150.00	150.00	-	150.00
BACS Westwood Frame Carpets - Dracaena - Altro Xpresslay Sky Line	24/25PO4118	904.80	904.80	150.80	754.00
BACS Freq Audio - PP - COF Project - Equinox Fusion 260ZR, Equinox Fusin 200 zoom spot	24/25PO4119	20,347.92	20,347.92	3,391.32	16,956.60
BACS Trevarthen - PP - Turkey crown, cooked turkey sliced Lincolnshire sausages	24/25PO4120	303.86	303.86	-	303.86
BACS Trevarthen - PP - Cooked turkey sliced & Streaky bacon	24/25PO4121	29.03	29.03	-	29.03
Total BACS -Trevarthen		332.89	332.89	-	332.89
BACS Cornwall Harp & Gurdy -24/25GRA014 Grant	24/25PO4122	250.00	250.00	-	250.00
BACS Assoc. For Culture Enterprises - AG - Digital Conference 23.01.25	24/25PO4123	49.00	49.00	-	49.00
BACS 3lanes - AG - Collect 1 work from TR11 & Deliver to HP5	24/25PO4124	138.00	138.00	23.00	115.00
BACS CIPFA - RT Annual membership 1/1/25-31/12/25 PQ student memb	24/25PO4125	189.75	189.75	-	189.75
BACS Landscape services - Chainsaw files, stihl easyfile, sartra gloves Grounds	24/25PO4126	130.56	130.56	21.76	108.80
BACS SWW - 19/9-5/12/24 Old Lwr cemetery (1)water	24/25PO4127	22.41	22.41	-	22.41
BACS SWW - 19/9-6/12/24 New Cemetery Water	24/25PO4128	44.54	44.54	-	44.54
BACS SWW - 19/9-5/12/24 Old Lwr Cemetery (2) Water	24/25PO4129	20.24	20.24	-	20.24
BACS SWW - 19/9-5/12/24 swanpool Water/sewerage	24/25PO4130	2,632.08	2,632.08	-	2,632.08
BACS Travis - Policycle bag x46 OPO	24/25PO4131	39.19	39.19	6.53	32.66
BACS Cornwall Council - Headland - CEO Provision for SLA Patrols November 2024	24/25PO4132	174.55	174.55	-	174.55
BACS Denmans - Cemetery - H2 LED HIP CCT 30w 3620lm E27 HighPower LED CCT	24/25PO4133	107.54	107.54	17.92	89.62
BACS Greenham - Toilets - Toilet Rolls / Cone traffic gaird thermoplastic	24/25PO4134	419.83	419.83	69.97	349.86
BACS Kite Packing - AG - Foam Roll & L/N Tape 48mm x 66m Fragile	24/25PO4135	121.49	121.49	20.25	101.24
BACS Perch & Ponder - Town - For all 9 Hub panels, galvanised & preparation for vinyl	24/25PO4136	2,154.00	2,154.00	359.00	1,795.00
BACS Reef - OPO - Scheduled services water testing	24/25PO4137	268.30	268.30	44.72	223.58
BACS Seawhite - AG - Plastic Koh-I-Noor Leadholder 5.6mm	24/25PO4138	150.00	150.00	25.00	125.00
BACS Swift - PP - 2 ply Fold recycled napkins	24/25PO4139	88.78	88.78	14.80	73.98
BACS Travis Perkins - Facilities - 4Trade penny washer M5x25 SS PK50	24/25PO4140	11.95	11.95	1.99	9.96
BACS Thomann - PP - LD systems LDI 02, K&M 26125, K&M 214/6 speaker stand Alu black	24/25PO4141	3,085.50	3,085.50	514.25	2,571.25
BACS Withy - Grounds - FD69 LFX - Collect vehicle, check for Mot & take for MOT	24/25PO4142	252.00	252.00	42.00	210.00
BACS Withy - Grounds - WK64 BWC - Diagnose fule leak, & replace fuel tank pump ring	24/25PO4143	602.44	602.44	100.41	502.03
Total BACS -Withy		854.44	854.44	142.41	712.03
BACS Roskillys - PP - Assorted 120ml ice cream tubs & Lickalix	24/25PO4144	468.95	468.95	78.15	390.80
BACS FourFour - PP - Starsailor 18.11.2024 - Staff, Artwork, posters, support fee	24/25PO4145	1,313.78	1,313.78	-	1,313.78
DDR American Express - Bank charges Nov 24	24/25PO4146	7.57	7.57	-	7.57
DDR Lloyds Bank - Bank Charges 01.11.24-30.11.24	24/25PO4147	50.00	50.00	-	50.00
DDR Trade - B&Q - PP - Fan heater OPP Oscillating 2000w white	24/25PO4148	68.40	68.40	11.40	57.00
DDR Trade - B&Q - Pendennis - Squire 50mm All Wather Combi Padlock 38m	24/25PO4149	47.50	47.50	7.92	39.58
DDR Trade - B&Q - PP - 12L orange bucket & Tarmac build sand large	24/25PO4150	10.40	10.40	1.73	8.67
		367,669.13	367,669.13	53,463.74	314,205.39

FALMOUTH TOWN COUNCIL

Month Dec-24
Meeting Date 20/01/2025

Finance & General Purpose Meeting

Schedule of payments made for approval at above meeting

Cheque No	Inv No:	Inv Total	Gross	VAT	NET
DDR Trade - B&Q - Facilities - OPP 100pcs mixed Screwdriver bit set	24/25PO4151	26.60	26.60	4.43	22.17
DDR Trade - Screwfix - Ground - P Winterton Cat Threshold Rebound Boots 8	24/25PO4152	124.99	124.99	-	124.99
DDR Trade - Screwfix - Site origin safety specs & DeWalt Nitrogen Boots 10	24/25PO4153	85.57	85.57	0.93	84.64
DDR Trade - Screwfix - Grounds 1000A Jump Starter + USB for vans	24/25PO4154	89.99	89.99	15.00	74.99
DDR Trade - Screwfix - AG - 16 Ltr Dehumidifier	24/25PO4155	149.98	149.98	25.00	124.98
DDR Trade - Screwfix - Enviromental - Energenie Power Meter Socket	24/25PO4156	113.94	113.94	18.99	94.95
DDR Trade - Screwfix - PP - AA Batteries, Cable ties & Cloth black tape	24/25PO4157	42.98	42.98	7.17	35.81
DDR Trade - B&Q - OPO - Garden Hose, Hazelock hose end connector, multispray gun &	24/25PO4158	108.84	108.84	18.13	90.71
DDR St Austell Brewery - PP - Korev, Guinness, cans of Red Stripe, San Elian Rose	24/25PO4159	1,564.51	1,564.51	260.76	1,303.75
DDR St Austell Brewery - PP - Proper Job, Korev, Rattle, Guinness, Corona, Can red strip	24/25PO4160	3,317.86	3,317.86	553.03	2,764.83
DDR WC Fruit - PP -Milk & Barista oat milk	24/25PO4161	15.45	15.45	-	15.45
DDR WC Fruit - PP - Red cabbages, red onions, Leeks, Bag Thyme, Fresh Yeast	24/25PO4162	71.37	71.37	-	71.37
DDR WC Fruit - PP -Milk & Barista Oat milk	24/25PO4163	17.68	17.68	-	17.68
DDR WC Fruit - PP - Bag Sage, Chestnut vac pack, Button Mushrooms, Fennel, Apples	24/25PO4164	272.81	272.81	-	272.81
DDR WC Fruit - PP - Cream Cornish Clotted	24/25PO4165	18.91	18.91	-	18.91
DDR WC Fruit - PP - Radichio, Rocket, Cos Lettuce, Eggs, Milk, Barista Oat Milk	24/25PO4166	146.86	146.86	-	146.86
DDR WC Fruit - PP - Celeriac, Butternut Squash, Red Cabbages, Chestnut Vac pack, Radic	24/25PO4167	329.19	329.19	-	329.19
DDR WC Fruit - PP -Milk & Barista Oat milk	24/25PO4168	15.45	15.45	-	15.45
DDR WC Fruit - PP - Les Pommes Frites 10mm Koffmanns	24/25PO4169	21.42	21.42	-	21.42
DDR WC Fruit - PP -Milk, Barista Oat milk, Cornish Fine Sea Salt flakes, Crumble topped	24/25PO4170	28.33	28.33	-	28.33
DDR WC Fruit - PP -Crumble topped mince pies	24/25PO4171	64.70	64.70	-	64.70
DDR WC Fruit - PP - Lion Horseradish sauce, Cranberry sauce, Fibbert's Dry roasted	24/25PO4172	375.77	375.77	15.97	359.80
DDR WC Fruit - PP - Carrots, Bakers, Eggs, Milk, Barista Oat Milk, Pigs in Blankets	24/25PO4173	136.70	136.70	-	136.70
CN WC Fruit - PP - Limes	24/25PO4174	3.52	3.52	-	3.52
CC BOI - AWS Service charges 01.11.24-30.11.24 & Bank charges	24/25PO4175	31.14	31.14	5.04	26.10
CC BOI - Cadsotf Solutions - AG - SketchUp Studio Non-Profit Annual charge	24/25PO4176	54.72	54.72	9.12	45.60
CC BOI - Dropbox Plus 2TB - 06.11.24-06.11.25	24/25PO4177	95.88	95.88	15.98	79.90
CC BOI - Highway Church - Cllr A Rowe - Mayoral Donation	24/25PO4178	100.00	100.00	-	100.00
CC BOI - Teamgantt - PP - Lite Manager 30.11.24-30.12.24 & Bank fee	24/25PO4179	23.36	23.36	3.77	19.59
CC BOI - Microsoft - Azure Standard 01.11.24-30.11.24	24/25PO4180	670.33	670.33	111.72	558.61
BACS Cwll ALC - Code of Conduct Training 1/10/24	24/25PO4181	300.00	300.00	50.00	250.00
BACS CC - Nov '24 DBS Check Victoria Love Venue manager PP	24/25PO4182	36.00	36.00	3.00	33.00
BACS Lacuna Brewing - x1 keg of Lacuna Pale Ale PP	24/25PO4183	117.60	117.60	19.60	98.00
BACS Moor News - Papers 5/10 - 7/12/24 Library	24/25PO4184	40.10	40.10	-	40.10
BACS Nisbets - Olympia Milk/cream Jug PP	24/25PO4185	114.72	114.72	19.12	95.60
BACS Reef - Scheduled services at PP check tank, descale shower heads	24/25PO4186	208.88	208.88	34.81	174.07
BACS WaterPlus - Mortuary water bill 14/11-14/12/24	24/25PO4187	7.72	7.72	1.29	6.43
BACS Roskillys - x24 each of Clotted/choc/mint choc ice cream PP	24/25PO4188	95.41	95.41	15.90	79.51
BACS Penryn Plastics - Soil Pipe/Gutter angle/Fascia bracket/coupler OPO Roof	24/25PO4189	116.23	116.23	19.37	96.86
BACS Penryn Plastics - Half round gutter angle, s/s screws pan OPO Roof	24/25PO4190	12.49	12.49	2.08	10.41
Total BACS - Penryn Plastics		128.72	128.72	21.45	107.27
BACS YPO - Wooden MDF clipboard, trays AG	24/25PO4191	178.96	178.96	29.83	149.13
CC Simply Extinguishers - Facilities - Vigil Fire Document Holders	24/25PO4192	24.48	24.48	4.08	20.40
BACS Taran Fresle - PP - Stage hand for 'Ten years too late'	24/25PO4193	75.00	75.00	-	75.00
BACS Wildbrown - PP - Marketing Support 25.5 hours - November 2024	24/25PO4194	765.00	765.00	-	765.00
BACS G Pollard - Expenses - Grounds - Ticket for Apprenticeship Awards	24/25PO4195	38.62	38.62	-	38.62
BACS Young Generation -Cllr A Rowe - Mayoral - Donation	24/25PO4196	20.00	20.00	-	20.00
BACS Richards - KP -ReSource project - Valuation	24/25PO4197	31,999.43	31,999.43	5,333.24	26,666.19
BACS Cornwall Staff Agency - PP - R Mowbray-Ward - Temp Chef de Partie w.cc 09.12.24	24/25PO4198	171.72	171.72	28.62	143.10
BACS Truro College - Senior Leadership Team Development Programme training	24/25PO4199	550.00	550.00	-	550.00
DDR Allstar - Facilities - Fuel for van Dec 2024	24/25PO4200	36.47	36.47	6.08	30.39
DDR BT -Phone, cloud voice, Broadband, Mobile charges 01.11.24-30.11.24	24/25PO4201	744.04	744.04	124.01	620.03
DDR St Austell Brewery - PP - Proper Job, Cans Red Strip, Healeys Gold, Cans of Red Bull	24/25PO4202	1,392.40	1,392.40	232.11	1,160.29
DDR WC Fruit-PP- Parsnips, Milk, Barisat Oat (Oatly), Extra Virgin Olive Oil, Crisps	24/25PO4203	114.62	114.62	4.80	109.82
DDR WC Fruit - PP - Red Cabbages, Potato Duchy Fries, Rockets, Burts Sea Crisps	24/25PO4204	392.18	392.18	3.00	389.18
DDR WC Fruit - PP - Butter portions Cornish 5 x 100	24/25PO4205	48.26	48.26	-	48.26
DDR WC Fruit - PP - Milk, Barista Oat (Oatly) Milk, Flora Margarine tubs	24/25PO4206	34.98	34.98	-	34.98
DDR WC Fruit - PP - Cranberry sauce	24/25PO4207	20.43	20.43	-	20.43
DDR WC Fruit - PP - Les Pommes Frites 10mm Koffmanns & Pigs in Blankets	24/25PO4208	21.42	21.42	-	21.42
DDR WC Fruit - PP - Maris Pipers, Leeks, Celery, Parnips, Chestnut vac pack, Thyme	24/25PO4209	436.86	436.86	-	436.86
DDR WC Fruit - PP - Chopped Mixed Nuts	24/25PO4210	12.50	12.50	-	12.50
DDR WC Fruit - PP - Garlic bulbs, Milk, Barista Oat (Oatly), Cranberry sauce	24/25PO4211	372.77	372.77	-	372.77
DDR WC Fruit - PP - Mars, Twix, Aero, Kit Kat, Burts Crisps	24/25PO4212	260.59	260.59	43.43	217.16
DDR WC Fruit - PP - Red cabbages, Carrots, Parsnips, Mil, Butter portions	24/25PO4213	77.89	77.89	-	77.89
DDR WC Fruit - PP - Lemons, Limes, Oranges, Milk, Twix, Kit Kat, Mars, Crisps	24/25PO4214	108.57	108.57	14.39	94.18
CN WC Fruit - PP - Burts Sea Salted Crisps	24/25PO4215	18.00	18.00	3.00	15.00
CN WC Fruit - PP - Premier Pigs in Blankets	24/25PO4216	93.58	93.58	-	93.58
DDR BOL - Electronic Transtation charges 05.11.24-04.12.24	24/25PO4217	23.69	23.69	-	23.69
CC BOL - Microsoft 365 Business Basic 15.12.24-14.01.25	24/25PO4218	9.80	9.80	-	9.80
BACS Dulux - OPO - Dulux TR V/Matt Tinted Ext 5L	24/25PO4219	94.12	94.12	15.69	78.43
BACS NLA Media Access - TDF - Corporate Website Republishing Licence (CWRL)	24/25PO4220	7,162.80	7,162.80	1,193.80	5,969.00
BACS Travis Perkins - OPO - 4 Trade Sugar Soap Solution	24/25PO4221	15.12	15.12	2.52	12.60
		421,921.23	421,921.23	61,726.54	360,194.69

Finance & General Purpose Meeting

Schedule of payments made for approval at above meeting

Cheque No	Inv No:	Inv Total	Gross	VAT	NET
BACS Trevarthen - PP - Turkey Crown	24/25PO4222	91.79	91.79	-	91.79
BACS Bartlett - PP Thermostat wash surface 60c, detergent micro	24/25PO4223	87.43	87.43	14.57	72.86
BACS Bartlett - Pp Cellar cooler-misc consumables	24/25PO4224	6.00	6.00	1.00	5.00
Total BACS - Bartletts		93.43	93.43	15.57	77.86
BACS Coast2Coast - 27/11 Event staff x 9hrs 'Old Mervs' PP	24/25PO4225	189.00	189.00	31.50	157.50
BACS Coast2Coast - 18/12 Event staff x 4.5hrs 'Squashbox' PP	24/25PO4226	94.50	94.50	15.75	78.75
Total BACS - Coast2Coast		283.50	283.50	47.25	236.25
BACS Datasharp - Digital Print charges for PP/OPO/MB	24/25PO4227	201.68	201.68	33.61	168.07
BACS FFC - Mixed Salad Leaves PP	24/25PO4228	14.00	14.00	-	14.00
BACS Hormann Architects - 'Preparing to Build' Drawings for Dracaena	24/25PO4229	630.00	630.00	105.00	525.00
BACS Jo Lumber - Learning & Engagement 3-16/12/24 AG	24/25PO4230	1,135.00	1,135.00	-	1,135.00
BACS Sam Pascoe - Gallery Exhibition Services 18/12 x3hrs AG	24/25PO4231	75.00	75.00	-	75.00
BACS Trevarthens - Pigs in Blankets, Streaky Bacon PP	24/25PO4232	76.78	76.78	-	76.78
BACS Ann's Pasties - PP - 50 Pasties & 40 large sausage rolls	24/25PO4233	185.00	185.00	-	185.00
BACS Broken Sleep Books - AG - Shop Stock	24/25PO4234	28.70	28.70	-	28.70
BACS Crossley Hill - KP - ReSource - Pre-Contract Balance, Post Contract part payment	24/25PO4235	6,974.90	6,974.90	1,162.48	5,812.42
BACS SLCC - M Williams - People Management (2-part) - 17th & 24th Feb 25	24/25PO4236	72.00	72.00	12.00	60.00
BACS Swift - PP - Wooden stirrers, Hot Cups, Sponge backed scourers, Conc Wash up	24/25PO4237	171.23	171.23	28.54	142.69
BACS Swift - PP - Compostable bin liners	24/25PO4238	119.99	119.99	20.00	99.99
Total BACS - Swift		291.22	291.22	48.54	242.68
BACS Thomas Fattorini - Civic - 1 Printed Scroll	24/25PO4239	374.40	374.40	62.40	312.00
BACS Trevarthen - PP - Turkey Crown	24/25PO4240	105.61	105.61	-	105.61
DDR St Austell Brewery - PP - Tribute, Frobisher Orange, Sparkling water. Tamari	24/25PO4241	375.80	375.80	62.64	313.16
BACS HMRC-PAYE Dec 2024	24/25PO4242	13,855.47	13,855.47	-	13,855.47
BACS HMRC - NI Dec 2024	24/25PO4243	18,625.41	18,625.41	-	18,625.41
BACS Student Loans - Dec 2024	24/25PO4244	453.00	453.00	-	453.00
Total BACS - HMRC		19,078.41	19,078.41	-	19,078.41
BACS CC-Pensions-Dec 2024	24/25PO4245	34,461.40	34,461.40	-	34,461.40
BACS CC- Pensions additional pyt 09 of 12	24/25PO4246	600.00	600.00	-	600.00
Total BACS - HMRC		35,061.40	35,061.40	-	35,061.40
BACS Standard Life - MJC - AVC	24/25PO4247	90.00	90.00	-	90.00
BACS Unison Membership Fees	24/25PO4248	62.45	62.45	-	62.45
BACS Net Wages	24/25PO4249	122,433.65	122,433.65	-	122,433.65
DDR St Austell Brewery - PP - Proper Job, cans of Red Stripe, Healey's Gold	24/25PO4250	Duplicate	Duplicate	Duplicate	Duplicate
BACS Macsalvors - Crimped Circular wire brush - PP	24/25PO4251	16.80	16.80	2.80	14.00
BACS Penryn Plastics - Half Rnd Union Brackets- Cemetery	24/25PO4252	4.40	4.40	0.74	3.66
BACS Roskillys - x24 tubs each salted/clotted/choc/straw&cream/mint PP	24/25PO4253	508.88	508.88	84.80	424.08
BACS RTP - Survey on Gylly Beach toilets	24/25PO4254	900.00	900.00	150.00	750.00
BACS Kirsten Shanks - November baking x67.5 hrs PP	24/25PO4255	1,046.25	1,046.25	-	1,046.25
BACS Trevarthens - Smoked Bacon, Pigs in blankets PP	24/25PO4256	37.08	37.08	-	37.08
BACS Dr. T Rogers - x1 book 'John Wells' AG	24/25PO4257	17.50	17.50	-	17.50
BACS S Wills - 17/12 'Tory' Act PP	24/25PO4258	200.00	200.00	-	200.00
BACS Withey - Cemetery Shoring 5/12 maintenance to grave digging equip	24/25PO4259	246.84	246.84	41.14	205.70
BACS Withey - Asset 7-Honder Mower-Grounds 18/12 Diagnose fault & clean	24/25PO4260	84.00	84.00	14.00	70.00
Total BACS - Withey		330.84	330.84	55.14	275.70
CN YPO - Return of wooden MDF clipboard A4 Pk 12 AG	24/25PO4261	15.59	15.59	2.60	12.99
CN BritGas - 1-31/10/24 PP Café/gardens cancels 811496634	24/25PO4262	3,797.92	3,797.92	632.98	3,164.94
CN BritGas - 1-30/11/24 PP Café/gardens cancels 809956397	24/25PO4263	3,084.09	3,084.09	514.01	2,570.08
DDR BritGas - 1-31/10/24 Revised invoice PP Café/Gardens	24/25PO4264	3,850.04	3,850.04	641.67	3,208.37
DDR BritGas - 1-30/11/24 Revised Invoice PP Café/Gardens	24/25PO4265	3,257.80	3,257.80	542.96	2,714.84
DDR BritGas - 22/11-8/12/24 PP Gas	24/25PO4266	346.74	346.74	57.79	288.95
DDR BritGas - 24/11-16/12/24 Gylly Beach Toilets Electric	24/25PO4267	159.48	159.48	7.59	151.89
DDR BritGas - 7/11-14/12/24 OPO Electric	24/25PO4268	2,250.94	2,250.94	375.15	1,875.79
CLOSED		-	-	-	-
		629,540.57	629,540.57	64,045.09	565,495.48

FALMOUTH TOWN COUNCIL PETTY CASH SCHEDULE

Period: Nov-24

Date	Total Amount			Rec'pt	Code	Cashed Cheque	Meeting Exp	Parking	Post	Civic	Mayoral	Facilities	Cemetery R/R	Cemetery Misc	MB	Stat	PO Building	Events	Sundry Items	Running Balance
Code	OB	VAT	Net				ME	CP	P	C	M	F	CR	CM	MB	S	PB	E	SI	162.88
01.11.2024	8.60		8.60	1156	me		8.60	-	-	-	-	-	-	-	-	-	-	-	-	154.28
04.11.2024	1.55		1.55	1157	me		1.55	-	-	-	-	-	-	-	-	-	-	-	-	152.73
06.11.2024	1.55		1.55	1158	me		1.55	-	-	-	-	-	-	-	-	-	-	-	-	151.18
07.11.2024	11.15		11.15	1159	M		-	-	-	-	11.15	-	-	-	-	-	-	-	-	140.03
08.11.2024	1.55		1.55	1160	me		1.55	-	-	-	-	-	-	-	-	-	-	-	-	138.48
08.11.2024	1.50		1.50	1161	c		-	-	-	1.50	-	-	-	-	-	-	-	-	-	136.98
08.11.2024	5.99		5.99	1162	c		-	-	-	5.99	-	-	-	-	-	-	-	-	-	130.99
13.11.2024	24.79	4.13	20.66	1163	f		-	-	-	-	-	20.66	-	-	-	-	-	-	-	106.20
13.11.2024	15.00		15.00	1164	c		-	-	-	15.00	-	-	-	-	-	-	-	-	-	91.20
13.11.2024	1.55		1.55	1165	me		1.55	-	-	-	-	-	-	-	-	-	-	-	-	89.65
14.11.2024	21.35		21.35	1166	me		21.35	-	-	-	-	-	-	-	-	-	-	-	-	68.30
18.11.2024	1.55		1.55	1167	me		1.55	-	-	-	-	-	-	-	-	-	-	-	-	66.75
20.11.24	1.45		1.45	1168	me		1.45	-	-	-	-	-	-	-	-	-	-	-	-	65.30
21.11.24	-		-		19535	234.10	-	-	-	-	-	-	-	-	-	-	-	-	-	299.40
22.11.24	1.10		1.10	1169	me		1.10	-	-	-	-	-	-	-	-	-	-	-	-	298.30
22.11.24	3.99		3.99	1169	ME		3.99	-	-	-	-	-	-	-	-	-	-	-	-	294.31
22.11.24	1.45		1.45	1170	ME		1.45	-	-	-	-	-	-	-	-	-	-	-	-	292.86
25.11.2024	1.45		1.45	1171	me		1.45	-	-	-	-	-	-	-	-	-	-	-	-	291.41
27.11.24	10.00	1.66	8.34	1172	SI		-	-	-	-	-	-	-	-	-	-	-	-	8.34	281.41
27.11.24	12.75		12.75	1173	ME		12.75	-	-	-	-	-	-	-	-	-	-	-	-	268.66
29.11.24	5.30		5.30	1174	me		5.30	-	-	-	-	-	-	-	-	-	-	-	-	263.36
133.62		5.79	127.83			127.83	65.19	-	-	22.49	11.15	20.66	-	-	-	-	-	-	-	8.34

Nominal Codes: 5030 5017 5010 5408 5405 5303 5610 5695 5220 5012 5352 5457 5030

Town Clerk

Councillor

Councillor

Finance Use Only

VAT Journals

DR CR
2201 - vat £ 5.79
Various £ 5.79

NB add additional NL's depending on monthly expenditure

FALMOUTH TOWN COUNCIL PETTY CASH SCHEDULE

Period: Dec-24

Date	Total Amount			Rec'pt	Code	Cashed Cheque	Meeting Exp	Parking	Post	Civic	Mayoral	Facilities	Cemetery R/R	Cemetery Misc	MB	Stat	PO Building	Events	Sundry Items	Running Balance
Code	OB	VAT	Net				ME	CP	P	C	M	F	CR	CM	MB	S	PB	E	SI	263.36
03.12.2024	2.90		2.90	1175	me		2.90	-	-	-	-	-	-	-	-	-	-	-	-	260.46
05.12.2024	4.75		4.75	1176	PB		-	-	-	-	-	-	-	-	-	-	4.75	-	-	255.71
05.12.2024	3.70		3.70	1177	me		3.70	-	-	-	-	-	-	-	-	-	-	-	-	252.01
06.12.2024	1.45		1.45	1178	me		1.45	-	-	-	-	-	-	-	-	-	-	-	-	250.56
09.12.24	2.90		2.90	1179	me		2.90	-	-	-	-	-	-	-	-	-	-	-	-	247.66
16.12.2024	14.69		14.69	1180	me		14.69	-	-	-	-	-	-	-	-	-	-	-	-	232.97
18.12.24	0.99		0.99	1181	si		-	-	-	-	-	-	-	-	-	-	-	-	0.99	231.98
19.12.2024	30.00		30.00	1182	si		-	-	-	-	-	-	-	-	-	-	-	-	30.00	201.98
23.12.2024	1.45		1.45	1183	me		1.45	-	-	-	-	-	-	-	-	-	-	-	-	200.53
27.12.24	1.20		1.20	1184	me		1.20	-	-	-	-	-	-	-	-	-	-	-	-	199.33
30.12.2024	0.85		0.85	1185	me		0.85	-	-	-	-	-	-	-	-	-	-	-	-	198.48
CLOSED			-				-	-	-	-	-	-	-	-	-	-	-	-	-	198.48
	64.88	0.00	64.88			64.88	29.14	-	-	-	-	-	-	-	-	-	4.75	-	30.99	

Nominal Codes

5030 5017 5010 5408 5303 5610 5695 5220 5012 5352 5457 5030

Town Clerk

Councillor

Councillor

Finance Use Only

VAT Journals

	DR	CR
2201 - vat	£ -	
Various		£ -

NB add additional NL's depending on monthly expenditure

FALMOUTH ART GALLERY PETTY CASH SCHEDULE

300

Period: November 2024

Date	Total Amount	VAT	NET	Voucher	Code	Cheque Cashed	MB - Repairs Renewals	MB - cleaning	CS - Stationary photocopy	CS - Consumables	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	S	C	CON	PM	EC	PAR	SEM	W	L	ART	134.54	
05/11/2024	9.95		9.95	2364	art		-	-	-	-	-	-	-	-	-	-	-	9.95	124.59	
05/11/2024	5.64	0.25	5.39	2365	c		-	-	-	5.39	-	-	-	-	-	-	-	-	118.95	
05/11/2024	10.58		10.58	2366	w		-	-	-	-	-	-	-	-	-	10.58	-	-	108.37	
05/11/2024	1.10		1.10	2367	c		-	-	-	1.10	-	-	-	-	-	-	-	-	107.27	
12/11/2024	9.25		9.25	2368	art		-	-	-	-	-	-	-	-	-	-	-	9.25	98.02	
12/11/2024	8.00	1.34	6.66	2369	s		-	-	6.66	-	-	-	-	-	-	-	-	-	90.02	
12/11/2024	6.35		6.35	2370	c		-	-	-	6.35	-	-	-	-	-	-	-	-	83.67	
12/11/2004	2.40		2.40	2371	c		-	-	-	2.40	-	-	-	-	-	-	-	-	81.27	
12/11/2024	1.30		1.30	2372	c		-	-	-	1.30	-	-	-	-	-	-	-	-	79.97	
19/11/2024	4.30		4.30	2373	c		-	-	-	4.30	-	-	-	-	-	-	-	-	75.67	
19/11/2024	0.70		0.70	2374	c		-	-	-	0.70	-	-	-	-	-	-	-	-	74.97	
19/11/2024	2.50		2.50	2375	c		-	-	-	2.50	-	-	-	-	-	-	-	-	72.47	
19/11/2024	2.55		2.55	2376	c		-	-	-	2.55	-	-	-	-	-	-	-	-	69.92	
19/11/2024	1.55		1.55	2377	c		-	-	-	1.55	-	-	-	-	-	-	-	-	68.37	
19/11/2024	18.00		18.00	2378	c		-	-	-	18.00	-	-	-	-	-	-	-	-	50.37	
19/11/2024	12.20	0.71	11.49	2379	art		-	-	-	-	-	-	-	-	-	-	-	11.49	38.17	
26/11/2024	17.30		17.30	2380	art		-	-	-	-	-	-	-	-	-	-	-	17.30	20.87	
26/11/2024	4.54		4.54	2381	C		-	-	-	4.54	-	-	-	-	-	-	-	-	16.33	
26/11/2024	3.90		3.90	2382	C		-	-	-	3.90	-	-	-	-	-	-	-	-	12.43	
26/11/2024	1.55		1.55	2383	C		-	-	-	1.55	-	-	-	-	-	-	-	-	10.88	
28.11.2024			-			286.12	-	-	-	-	-	-	-	-	-	-	-	-	297.00	
CLOSED			-				-	-	-	-	-	-	-	-	-	-	-	-	297.00	
							123.66	2.30	121.36			121.36	6.66	56.13	-	-	-	-	10.58	47.99

Nominal Codes

	5220	5230	5805	5808	5812	5813	5815	5816	5817	5818	5825	5827
Non Vat	-	-	-	54.88	-	-	-	-	-	-	-	44.45
Vat	-	-	6.66	1.25	-	-	-	-	-	-	-	3.54

Town Clerk

134.54

Finance Use Only

VAT Journals

	CR
2201 - vat	2.30
various	£ 2.30
	-
	<u>2.30</u>

NB add additional NL's depending on monthly expenditure

FALMOUTH ART GALLERY PETTY CASH SCHEDULE

300

Period: December 2024

Date	Total Amount	VAT	NET	Voucher	Code	Cheque Cashed	MB - Repairs Renewals	MB-cleaning	CS - Stationary photocopy	CS - Consumables	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	S	C	CON	PM	EC	PAR	SEM	W	L	ART	297.00
03/12/2024	5.00		5.00	2384	par	-	-	-	-	-	-	-	-	5.00	-	-	-	-	292.00
03/12/2024	4.15		4.15	2385	c	-	-	-	-	4.15	-	-	-	-	-	-	-	-	287.85
03/12/2024	4.75		4.75	2386	s	-	-	-	4.75	-	-	-	-	-	-	-	-	-	283.10
03/12/2024	3.70		3.70	2387	c	-	-	-	-	3.70	-	-	-	-	-	-	-	-	279.40
03/12/2024	4.50		4.50	2388	l	-	-	-	-	-	-	-	-	-	-	-	4.50	-	274.90
03/12/2024	1.20		1.20	2389	c	-	-	-	-	1.20	-	-	-	-	-	-	-	-	273.70
03/12/2024	8.50		8.50	2390	c	-	-	-	-	8.50	-	-	-	-	-	-	-	-	265.20
03/12/2024	25.10	4.18	20.92	2391	s	-	-	-	20.92	-	-	-	-	-	-	-	-	-	240.10
10/12/2024	23.20	3.87	19.33	2392	par	-	-	-	-	-	-	-	-	19.33	-	-	-	-	216.90
10/12/2024	20.60	3.44	17.16	2393	par	-	-	-	-	-	-	-	-	17.16	-	-	-	-	196.30
10/12/2024	15.19		15.19	2394	art	-	-	-	-	-	-	-	-	-	-	-	-	15.19	181.11
10/12/2024	13.00		13.00	2395	w	-	-	-	-	-	-	-	-	-	-	13.00	-	-	168.11
10/12/2024	18.00		18.00	2396	c	-	-	-	-	18.00	-	-	-	-	-	-	-	-	150.11
10/12/2024	2.95		2.95	2397	c	-	-	-	-	2.95	-	-	-	-	-	-	-	-	147.16
10/12/2024	15.99	2.67	13.32	2398	rr	-	13.32	-	-	-	-	-	-	-	-	-	-	-	131.17
10/12/2024	1.79		1.79	2399	c	-	-	-	-	1.79	-	-	-	-	-	-	-	-	129.38
10/12/2024	6.25		6.25	2400	c	-	-	-	-	6.25	-	-	-	-	-	-	-	-	123.13
10/12/2024	4.50		4.50	2401	L	-	-	-	-	-	-	-	-	-	-	-	4.50	-	118.63
10/12/2024	1.45		1.45	2402	c	-	-	-	-	1.45	-	-	-	-	-	-	-	-	117.18
17/12/2024	5.60		5.60	2403	c	-	-	-	-	5.60	-	-	-	-	-	-	-	-	111.58
17/12/2024	0.55	0.09	0.46	2404	s	-	-	-	0.46	-	-	-	-	-	-	-	-	-	111.03
17/12/2024	1.19		1.19	2405	c	-	-	-	-	1.19	-	-	-	-	-	-	-	-	109.84
17/12/2024	5.00		5.00	2406	C	-	-	-	-	5.00	-	-	-	-	-	-	-	-	104.84
17/12/2024	1.20		1.20	2407	C	-	-	-	-	1.20	-	-	-	-	-	-	-	-	103.64
CLOSED						-	-	-	-	-	-	-	-	-	-	-	-	-	103.64
	193.36	14.25	179.11			179.11	13.32	-	26.13	60.98	-	-	-	41.49	-	13.00	9.00	15.19	

Nominal Codes

Non Vat	5220	5230	5805	5808	5812	5813	5815	5816	5817	5818	5825	5827
Vat	-	-	4.75	60.98	-	-	-	5.00	-	13.00	9.00	15.19
	13.32		21.38					36.49				

Town Clerk

297.00

Finance Use Only

VAT Journals

	CR
2201 - vat	14.25
various	£ 14.25
	-
	<u>14.25</u>

NB add additional NL's depending on monthly expenditure

PP - GG PETTY CASH SCHEDULE

Period: Nov 24

Date	Total Amount	VAT	NET	Voucher	Code	Cheque Rec'd/Opening Bal	GG - GM	GG - Misc Grounds	PP - Events	PP - SFS	PP - Catering Supplies	PP - Cleaning	PP - Misc	Running Balance
							GM	MG	PE	SFS	CS	CL	MC	12.67
11/11/2024	9.60		9.60	24/77	cs		-	-	-	-	9.60	-	-	3.07
13/11/2024	10.78	1.80	8.98	24/78	mc		-	-	-	-	-	-	8.98	-7.71
13/11/2024				24/79	19534	296.93								289.22
14/11/2024	11.00		11.00	24/80	mc		-	-	-	-	-	-	11.00	278.22
15/11/2024	30.65		30.65	24/81	mc		-	-	-	-	-	-	30.65	247.57
21/11/2024	11.00		11.00	24/82	mc		-	-	-	-	-	-	11.00	236.57
24/11/2024	4.14	0.69	3.45	24/83	cs		-	-	-	-	3.45	-	-	232.43
28/11/2024	15.75		15.75	24/84	mc		-	-	-	-	-	-	15.75	216.68
29/11/2024	6.99		6.99	24/85	pe		-	-	6.99	-	-	-	-	209.69
CLOSED							-	-	-	-	-	-	-	209.69
	99.91	2.49	97.42			97.42	-	-	6.99	-	13.05	-	77.38	

			99.91											
Nominal Codes							6300	6302	6362	6364	6356	6351	6359	
					non VAT				-		9.60		68.40	
					VAT				-		3.45		8.98	

Town Clerk _____ Councillor _____ Councillor _____

Finance Use Only

VAT Journals

	DR	CR
2201 - vat		
Various		£ -

NB add additional NL's depending on monthly expenditure

PP - GG PETTY CASH SCHEDULE

Period: Dec 24

Date	Total Amount	VAT	NET	Voucher	Code	Cheque Rec'd/Opening Bal	GG - GM	GG - Misc Grounds	PP - Events	PP - SFS	PP - Catering Supplies	PP - Cleaning	PP - Misc	Running Balance
							GM	MG	PE	SFS	CS	CL	MC	209.69
23/11/2024	27.80	4.63	23.17	24/86	PE		-	-	23.17	-	-	-	-	181.89
23/11/2024	14.01	2.34	11.67	24/87	pe		-	-	11.67	-	-	-	-	167.88
02/12/2024	5.15		5.15	24/88	CS		-	-	-	-	5.15	-	-	162.73
04/12/2024	18.55		18.55	24/89	MC		-	-	-	-	-	-	18.55	144.18
05/12/2024	15.75		15.75	24/90	mc		-	-	-	-	-	-	15.75	128.43
06/12/2024	38.16	6.36	31.80	24/91	PE		-	-	31.80	-	-	-	-	90.27
12/12/2024	11.00		11.00	24/92	mc		-	-	-	-	-	-	11.00	79.27
12/12/2024	4.60		4.60	24/93	cs		-	-	-	-	4.60	-	-	74.67
19/12/2024	1.29		1.29	24/94	cs		-	-	-	-	1.29	-	-	73.38
19/12/2024	18.10		18.10	24/95	MC		-	-	-	-	-	-	18.10	55.28
28/12/2024	7.38		7.38	24/95	cs		-	-	-	-	7.38	-	-	47.90
28/12/2024	18.10		18.10	24/96B	mc		-	-	-	-	-	-	18.10	29.80
31/12/2024	1.15		1.15	Adjustment	mc		-	-	-	-	-	-	1.15	28.65
CLOSED							-	-	-	-	-	-	-	28.65
	181.04	13.33	167.71			167.71	-	-	66.64	-	18.42	-	82.65	

181.04

Nominal Codes

non VAT
VAT

6300	6302	6362	6364	6356	6351	6359
		66.64				-
		-				-

Town Clerk

Councillor

Councillor

Finance Use Only

VAT Journals

DR CR
2201 - vat
Various £ -

NB add additional NL's depending on monthly expenditure

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 24th February 2025 at 7.00 pm.

Present: D E Clegg (Vice-chair in the Chair), L D Coley, S D Eva, D V Evans BEM, A J Jewell CC, and T M Pearce.

Councillors J M Spargo and Z Young also attended.

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

F7013 APOLOGIES

An apology for absence was received from Councillor Robinson (ill), Councillor Clegg took the Chair.

F7014 INTERESTS AND DISPENSATIONS

Councillor Eva declared a non-registerable interest in Falmouth Events Christmas Grotto grant request, as he helped organise and participated in the event, and left the meeting during the consideration thereof having updated the Committee on the request.

F7015 MINUTES

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

RESOLVED that the Part I Minutes of the meeting held on 20th January 2025 be confirmed as a correct record of the proceedings and signed by the Chair.

F7016 GRANT APPLICATIONS

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

RESOLVED that pursuant to section 144 of the Local Government Act 1972, the Friends of Boscawen Fields be awarded a grant of £750 towards an information plaque that was to be sited close to the coastal footpath.

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

RESOLVED that pursuant to section 145 of the Local Government Act 1972, Circo Kernow be awarded £900 towards the provision of community sessions at Bosvale Community Hall.

Councillor Eva reported upon the Christmas Grotto aspect of the annual Town Festive event.

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

RESOLVED that pursuant to section 145 of the Local Government Act 1972,

- (i) £300 be granted to the Falmouth Festival Committee for the provision of presents at the Children's Grotto in 2025;
- (ii) that this provision be included within the Town Events budget for 2026/27 and thereafter.

The 2024/25 grants schedule and Community Grants schedule was duly noted. The Town Clerk advised members that allocations should be confirmed prior to the commencement of the pre-election period on 14th March 2025.

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

RESOLVED that the unspent balance of the 2025/26 community grant budget (£500) be committed as an earmarked reserve for 2026/27 grants budget. .

F7017 PROJECTS

The Committee noted the following project updates:

Resource

Works currently progressing to programme and to budget, Grantium funding request had been declined. Arts Council Funding application for technical fit out equipment currently in progress. Project completion date 31st March 2025. Leases being created for Source FM occupation and for Café provider, the franchise to be tendered.

Princess Pavilion

Community Ownership Fund works were in progress or complete and site was reopened from a temporary closure in January 2025 to facilitate works. Completion deadline was 22nd March 2025. Seating and containerisation, along with some sound works to complete. The heat pump had needed some amendments.

Municipal Buildings

The works to the landing office to prevent damp penetration and mould were in progress. Otherwise, internal improvements were limited until exterior works undertaken. A Community Levelling Up Fund application would be made to meet the latest funding window. Further applications would be made for external funding as opportunities become available, using the earmarked reserve as match.

F7018 RISK ASSESSMENTS

The Responsible Financial Officer reported the current risk assessments.

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

RESOLVED that the attached corporate and supporting service risk assessments 2025/26 be approved:

- Operation and Financial
- Review of Effectiveness of Internal Control
- Grounds and Facilities
- Princess Pavilion
- Town Management
- Cultural Services

F7019 INVESTMENT STRATEGY

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

RESOLVED that the attached Annual Investment Strategy 2024-25 be approved.

F7020 FINANCIAL REGULATIONS 2025-2027

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

RESOLVED that the Council be recommended to approve and operate the attached Financial Regulations.

F7021 FEES AND CHARGES 2025/26

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

RESOLVED that the attached Schedule of Fees and Charges 2025/26 be approved and operated.

F7022 FORECAST 2024/25

The Responsible Financial Officer reported upon the attached Forecast as at 31st January 2025 and responded to Members questions thereon. The Forecast was duly noted.

F7023 LLOYDS BANK NOTIFICATION

The interest rate notification was noted.

F7024 EXPENDITURE AND PETTY CASH

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

RESOLVED that the expenditure and petty cash schedules for January 2025 be approved. (attached)

F7025 BT TELEPHONE KIOSK REMOVAL

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

RESOLVED that

- (i) The Council agrees to British Telecom's proposal to remove the underused kiosk in Trevethan Road, and
- (ii) The Council removes the underutilised and poor condition adopted kiosk on Cliff Road, if permissible to British Telecom.

F7026 EXCLUSION OF THE PRESS AND PUBLIC

It was proposed by Councillor Coley, seconded by Councillor Clegg 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 Jan-25
Meeting Date 24/02/2025

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 January 2025 - PO Building	24/25PO4269	1,518.00	1,518.00	-	1,518.00
DD	Cornwall Council - Business rates January 2025 - PO Building 1st Floor	24/25PO4270	873.00	873.00	-	873.00
DD	Cornwall Council - Business rates January 2025 - Municipal Building	24/25PO4271	707.00	707.00	-	707.00
DD	Cornwall Council - Business rates January 2025 - PO Building 2nd Floor	24/25PO4272	561.00	561.00	-	561.00
DD	Cornwall Council - Business rates-January 2025-Cemetery Pennance Rd	24/25PO4273	593.00	593.00	-	593.00
DD	Cornwall Council - Business rates January 2025-Cemetery Swanpool Rd	24/25PO4274	307.00	307.00	-	307.00
DD	Cornwall Council - Business Rates January 2025 - Mortuary	24/25PO4275	327.00	327.00	-	327.00
DD	Cornwall Council - Business rates January 2025 - Quarry Car Park	24/25PO4276	134.00	134.00	-	134.00
DD	Cornwall Council - Municipal Building January 2025 - Library	24/25PO4277	1,206.00	1,206.00	-	1,206.00
DD	Cornwall Council-Business rates January 2025- Princess Pavilion	24/25PO4278	852.00	852.00	-	852.00
DD	Cornwall Council - Business Rates January - Pendennis Point Car Park	24/25PO4279	100.00	100.00	-	100.00
CN	BritGas - 22/11-8/12/24 PP Gas - Cancels 811537103	24/25PO4280	346.74	346.74	57.79	288.95
DDR	BritGas - 22/11-19/12/24 Revised Bill-PP Gas	24/25PO4281	579.31	579.31	96.55	482.76
DDR	BritGas - 25/11-24/12/24 Castle Beach Toilets Electric	24/25PO4282	53.66	53.66	2.55	51.11
DDR	BritGas - 25/11-24/12/24 KP Stage Electric	24/25PO4283	33.26	33.26	1.58	31.68
DDR	BritGas - 2/12/24-1/1/25 KP Electric	24/25PO4284	36.04	36.04	1.71	34.33
DDR	BritGas - 2/12/24-1/1/25 Swanpool Toilets Electric	24/25PO4285	54.69	54.69	2.60	52.09
DDR	BritGas - 2/12/24-1/1/25 Library Electric	24/25PO4286	734.40	734.40	122.40	612.00
BACS	Dynamic - Wooden toy,sensory toys, cloth books,mini tape recorder AG	24/25PO4287	265.84	265.84	36.81	229.03
BACS	Nick Ferris - Xmas Trees green waste 0.320 tonne	24/25PO4288	30.72	30.72	5.12	25.60
BACS	Nick Ferris - Xmas Trees green waste 0.340 tonne	24/25PO4289	32.64	32.64	5.44	27.20
	Total BACS - Nick Ferris		63.36	63.36	10.56	52.80
BACS	Infinitus - Monthly key holding MB & OPO	24/25PO4290	66.00	66.00	11.00	55.00
BACS	Infinitus - Key Holding PP	24/25PO4291	33.00	33.00	5.50	27.50
BACS	Infinitus - Guards to 13-14/12, Fire Station grotto,xmas,choir	24/25PO4292	1,242.12	1,242.12	207.02	1,035.10
BACS	Infinitus - CCTV x84.75 hrs, Helston x56.50hrs	24/25PO4293	3,227.28	3,227.28	537.88	2,689.40
BACS	Infinitus - Street Rangers x120hrs Dec '24	24/25PO4294	2,563.20	2,563.20	427.20	2,136.00
BACS	Infinitus - Alarm Responses 20/12, 25/12 PP	24/25PO4295	91.50	91.50	15.25	76.25
	Total BACS - Nick Ferris		7,223.10	7,223.10	1,203.85	6,019.25
BACS	PPL PRS - 1/2/25-31/1/26 Licence for PP Restaurant/café	24/25PO4296	979.00	979.00	163.17	815.83
BACS	SWW - 3/12/24-2/1/25 PP External use meter	24/25PO4297	5.26	5.26	-	5.26
BACS	SWW - 3/12/24-2/1/25 Library/Gallery	24/25PO4298	72.70	72.70	-	72.70
DDR	BritGas - 24/11/24-23/12/24 Non conform cemetery Electric	24/25PO4299	95.70	95.70	4.55	91.15
DDR	BritGas - 4/12/24-1/1/25 Webber st toilets	24/25PO4300	33.96	33.96	1.61	32.35
DDR	BritGas - 2/12/24-1/1/25 POW Toilets	24/25PO4301	189.90	189.90	9.04	180.86
DDR	BritGas - 3/12/24-2/1/25 Maenporth Toilets	24/25PO4302	49.04	49.04	2.33	46.71
DDR	BritGas - 1-31/12/24 CSCP	24/25PO4303	422.36	422.36	20.11	402.25
DDR	BritGas - 1-31/12/24 Library Electric	24/25PO4304	230.48	230.48	10.97	219.51
BACS	iBabs - 1st Quarter 2025 - 30 users & Quarter 4 2024 adjustment	24/25PO4305	903.70	903.70	-	903.70
BACS	Biffa - OPO Standard general waste collection Dec 24	24/25PO4306	486.32	486.32	81.05	405.27
BACS	Biffa - OPO Recycling dry mixed waste collection Dec 24	24/25PO4307	318.91	318.91	53.15	265.76
BACS	Biffa - OPO Glass waste collection Dec 24	24/25PO4308	180.95	180.95	30.16	150.79
BACS	Biffa - PP Standard/recycling waste collection Dec 24	24/25PO4309	564.90	564.90	94.15	470.75
BACS	Biffa - PP Glass waste collection Dec 24	24/25PO4310	104.28	104.28	17.38	86.90
BACS	Biffa - PP Food waste collection Dec 24	24/25PO4311	43.39	43.39	7.23	36.16
BACS	Biffa - Confidential waste collection OPO Dec 24	24/25PO4312	20.70	20.70	3.45	17.25
	Total BACS - Biffa		1,719.45	1,719.45	286.58	1,432.88
BACS	Carey Davies - PP - Tech Support Dec 24	24/25PO4313	1,278.00	1,278.00	-	1,278.00
BACS	Citron Hygiene - MB - Medical waste service & Sanitary Dispsal Oct -Dec 24	24/25PO4314	354.89	354.89	59.15	295.74
BACS	Clear Brew - PP - Full dispense system check & regular line clean	24/25PO4315	150.00	150.00	25.00	125.00
BACS	Connect - Year 1 of 5 Website hosting	24/25PO4316	2,518.80	2,518.80	419.80	2,099.00
BACS	CC - Non attendance fee for M Lewis -Courageous Conversations 04.12.24	24/25PO4317	50.00	50.00	-	50.00
BACS	CS Agency - PP - Sous chef M Hunking w.c 23.12.24	24/25PO4318	397.50	397.50	66.25	331.25
BACS	CSE - PP - ICR Touch Software x 3 terminals	24/25PO4319	90.00	90.00	15.00	75.00
BACS	EE - Phone Charges to 08.12.2024	24/25PO4320	643.73	643.73	107.29	536.44
BACS	Greenham - OPO - Glove nitrile powedr free	24/25PO4321	23.16	23.16	3.86	19.30
BACS	J Gas - PP - Refill 60/40 MixGas & 10 Ltr CO2 Cylinder	24/25PO4322	198.00	198.00	33.00	165.00
BACS	ObjectiveIT Services- FTC x89 Offsite support	24/25PO4323	7,320.00	7,320.00	1,220.00	6,100.00
BACS	ObjectiveIT Services-PP x32 Offsite Support & system monitoring	24/25PO4324	2,268.00	2,268.00	378.00	1,890.00
BACS	ObjectiveIT Services- FTCM x18 Offsite Support & system monitoring	24/25PO4325	2,268.00	2,268.00	378.00	1,890.00
	Total BACS -ObjectiveIT		11,856.00	11,856.00	1,976.00	9,880.00
BACS	Pennyn Plastics - Cemetery - 112mm Half round union bracket & Fascia Bracket	24/25PO4326	-	-	-	-
BACS	Reach Access - Hanging baskets, BID Bunting & Christmas Lights 2025	24/25PO4327	7,980.00	7,980.00	1,330.00	6,650.00
BACS	Roskilly's - PP - Assorted 120ml ice cream tubs	24/25PO4328	413.46	413.46	68.90	344.56
BACS	RTP - MB - Monitoring dampness, including 5 No.site visits, analysis of readings	24/25PO4329	1,484.28	1,484.28	247.38	1,236.90
BACS	RTP - MB - Part agreed fee for RIBS Stages 2 & 3	24/25PO4330	1,440.00	1,440.00	240.00	1,200.00
	Total BACS -RTP		2,924.28	2,924.28	487.38	2,436.90
BACS	Steve Tanner Photographics - AG - Photographic fee & post production	24/25PO4331	955.00	955.00	-	955.00
BACS	The Roasting Room - PP - 1kg Brazil Single Estates, 250g Brazil Single Estate	24/25PO4332	606.09	606.09	-	606.09
BACS	Travis Perkins - Skatepark - Kronospan structural OSB, BSW Sawn Green Tre	24/25PO4333	201.45	201.45	33.57	167.88
BACS	Travis Perkins - PP - Kiln dried regularised timber treated, 4Trade Bolt & nut	24/25PO4334	11.34	11.34	1.90	9.44
	Total BACS -Travis Perkins		212.79	212.79	35.47	177.32
BACS	Trevarthen - PP - Turkey Crown & Lincolnshire Sausages	24/25PO4335	109.15	109.15	-	109.15
BACS	Trevarthen - PP - Lincolnshire Sausages & Smoked streaky bacon	24/25PO4336	54.57	54.57	-	54.57
	Total BACS -Trevarthen		163.72	163.72	-	163.72
BACS	Tyrefinders - Grounds - FD69 LFX 235/65R16 121T tyre	24/25PO4337	106.20	106.20	17.70	88.50
			51,498.09	51,498.09	6,563.97	44,934.12



Falmouth Town Council

FINANCIAL REGULATIONS 2025

APPROVED:
Council:

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These Financial Regulations were originally adopted by the Council at its Meeting held on 5th March 2018 (from a recommendation by the Finance and General Purposes Committee dated 19th February 2018). They were further amended to reflect the activities and structure of the Council and ratified 19th April 2021. Further reviews were undertaken in 2023, 2024 and now in 2025.

1. GENERAL

- 1.1 These financial regulations govern the conduct of financial management by the Council and may only be amended or varied by resolution of the Council. Financial regulations are one of the Council's three governing policy documents providing procedural guidance for Councillors and officers. Financial regulations must be observed in conjunction with the Council's standing orders and any individual financial regulations relating to contracts.
- 1.2 The Council is responsible in law for ensuring that its financial management is adequate and effective, and that the Council has a sound system of internal control which facilitates the effective exercise of the Council's functions, including arrangements for the management of risk.
- 1.3 The Council's accounting control systems must include measures:
- for the timely production of accounts;
 - that provide for the safe and efficient safeguarding of public money;
 - to prevent and detect inaccuracy and fraud; and
 - identifying the duties of officers.
- 1.4 These financial regulations demonstrate how the Council meets these responsibilities and requirements.
- 1.5 At least once a year, prior to approving the Annual Governance Statement, the Council must review the effectiveness of its system of internal control which shall be in accordance with proper practices.
- 1.6 A breach of these Regulations by an employee may entail action under the Council's Disciplinary Procedures.
- 1.7 **Councillors** of the Council are expected to abide by the code of conduct and to follow the instructions within these Regulations and not to entice employees to breach them. Failure to follow instructions within these Regulations brings the office of Councillor into disrepute.
- 1.8 The Responsible Financial Officer (RFO) holds a statutory office to be appointed by the Council.
- 1.9 The RFO;
- acts under the policy direction of the Council;
 - administers the Council's financial affairs in accordance with all Acts, Regulations and proper practices;

- determines on behalf of the Council its accounting records and accounting control systems;
- ensures the accounting control systems are observed;
- that the accounting records of the Council are up to date in accordance with proper practices;
- seeks economy, efficiency and effectiveness in the use of its resources; and
- produces financial management information as required by the Council.

1.10 The accounting records determined by the RFO shall be sufficient to show and explain the Council's transactions and to enable the RFO to ensure that any income and expenditure account and statement of balances, or record of receipts and payments and additional information, as the case may be, or management information prepared for the Council from time to time comply with the Accounts and Audit Regulations.

1.11 The accounting records determined by the RFO shall in particular contain:

- entries from day to day of all sums of money received and expended by the Council and the matters to which the income and expenditure or receipts and payments account relate;
- a record of the assets and liabilities of the Council; and
- wherever relevant, a record of the Council's income and expenditure in relation to claims made, or to be made, for any contribution, grant or subsidy.

1.12 The accounting control systems determined by the RFO shall include:

- procedures to ensure that the financial transactions of the Council are recorded as soon as reasonably practicable and as accurately and reasonably as possible;
- procedures to enable the prevention and detection of inaccuracies and fraud and the ability to reconstruct any lost records;
- identification and documentation of the duties of officers dealing with financial transactions and division of responsibilities of those officers in relation to significant transactions;
- procedures to ensure that uncollectable amounts, including any bad debts are not submitted to the Council for approval to be written off except with the approval of the RFO and that the approvals are shown in the accounting records; and
- measures to ensure that risk is properly managed.

1.13 The Council is NOT empowered by these Regulations or otherwise to delegate certain specified decisions. In particular any decision regarding:

- setting the final budget or the precept (Council Tax Requirement);
- approving accounting statements;
- approving an annual governance statement;
- borrowing;
- declaring eligibility for the General Power of Competence; and
- addressing recommendations in any report from the internal or external auditors, which shall be a matter for the Finance and General Purposes Committee only.

1.14 In addition, the RFO shall:

- determine and keep under regular review the bank mandate for all Council bank accounts;

The Council shall:

- approve a grant of any value; and any payments for unbudgeted expenditure in excess of the limits within the scheme of delegation.
- in respect of the annual salary for any employee have regard to recommendations about annual salaries of employees made by the Staffing Committee in accordance with its terms of reference.

1.15 In these financial regulations, references to the Accounts and Audit Regulations or ‘the regulations’ shall mean the regulations issued under the provisions of section 27 of the Audit Commission Act 1998, or any superseding legislation, and then in force unless otherwise specified.

In these financial regulations the term ‘proper practice’ or ‘proper practices’ shall refer to guidance issued in Governance and Accountability for Local Councils – a Practitioners’ Guide (England) issued by the Joint Practitioners Advisory Group (JPAG) Edition 2024, available from the websites of NALC and the Society for Local Council Clerks (SLCC)

2. ACCOUNTS AND AUDIT (INTERNAL AND EXTERNAL)

2.1 All accounting procedures and financial records of the Council shall be determined by the RFO in accordance with the Accounts and Audit Regulations, appropriate guidance and proper practices.

2.2 The accounting records determined by the RFO must be sufficient to explain the Council’s transactions and to disclose its financial position with reasonable accuracy at any time. In particular, they must contain;

- Day-to-day entries of all sums of money received and expended by the Council and the matters to which they relate;
- A record of the assets and liabilities of the Council.

2.3 The RFO shall complete the annual statement of accounts, annual report, and any related documents of the Council contained in the Annual Return (as specified in proper practices) as soon as practicable after the end of the financial year and having certified the accounts the RFO shall submit them and report thereon to the Council within the timescales set by the Accounts and Audit Regulations.

2.4 The Council shall ensure that there is an adequate and effective system of internal audit of its accounting records, and of its system of internal control in accordance with proper practices. Any officer or Councillor of the Council shall make available such documents and records as appear to the Council to be necessary for the Purposes of the audit and shall, as directed by the Council,

supply the RFO, internal auditor, or external auditor with such information and explanation as the Council considers necessary for that Purposes.

- 2.5 Any officer or Councillor of the Council must make available such documents and records as the internal or external auditor considers necessary for the purpose of the audit and shall, as directed by the Council, supply the RFO, internal auditor, or external auditor with such information and explanation as the Council considers necessary.
- 2.6 The internal auditor shall be appointed by and shall carry out the work in relation to internal controls required by the Council in accordance with proper practices.
- 2.7 The internal auditor shall:
- be competent and independent of the financial operations of the Council;
 - report to the Finance and General Purposes Committee in writing, or in person, on a regular basis with a minimum of one annual written report during each financial year;
 - demonstrate competence, objectivity and independence, be free from any actual or perceived conflicts of interest, including those arising from family relationships; and
 - have no involvement in the financial decision making, management or control of the Council.
- 2.8 Internal or external auditors may not under any circumstances:
- perform any operational duties for the Council;
 - initiate or approve accounting transactions; or
 - direct the activities of any Council employee, except to the extent that such employees have been appropriately assigned to assist the internal auditor.
- 2.9 For the avoidance of doubt, in relation to internal audit the terms 'independent' and 'independence' shall have the same meaning as is described in proper practices.
- 2.10 The RFO shall make arrangements for the exercise of electors' rights in relation to the accounts including the opportunity to inspect the accounts, books, and vouchers and display or publish any notices and statements of account required by **Local Audit and Accountability Act 2014, or any superseding legislation, and the Accounts and Audit Regulations.**
- 2.11 The RFO shall, without undue delay, bring to the attention of all Councillors any correspondence or report from internal or external auditors.

3. BUDGET AND PRECEPT

- 3.1 **Before setting a precept, the Council must calculate its council tax requirement for each financial year by preparing and approving a budget, in accordance with The Local Government Finance Act 1992 or succeeding legislation.**
- 3.2 Each service manager in consultation with the RFO shall review forecasts of revenue and capital receipts and payments for their service. Having regard to the forecast and to committee (appendix

1 sets out the committee responsible for each service) and Council recommendations, they shall thereafter formulate and submit proposals for the following financial year to the Council before the 30th November each year.

3.3 Budgets for salaries and wages, including employer contributions shall be reviewed by the staffing committee at least annually and in time for consideration alongside the proposals mentioned in 3.2

3.4 The RFO must each year, by no later than 31st January, prepare detailed estimates of all receipts and payments including the use of reserves and all sources of funding for the following financial year in the form of a budget to be considered by the Finance and General Purposes Committee and then confirmed by the Council to set its precept (see 3.5)

3.5 The Council shall fix the precept (Council tax requirement), and relevant basic amount of Council tax to be levied for the ensuing financial year not later than the last day of January. The RFO shall issue the precept to the billing authority by no later than the end of February.

3.6 Any Councillor with council tax unpaid for more than two months is prohibited from voting on the budget or precept by Section 106 of the Local Government Finance Act 1992 and must disclose at the start of the meeting that Section 106 applies to them.

3.7 The approved annual budget shall form the basis of financial control for the ensuing year.

3.8 Any addition to, or withdrawal from, any earmarked reserve shall be agreed by the Finance and General Purposes Committee.

4. BUDGETARY CONTROL AND AUTHORITY TO SPEND

4.1 Expenditure on revenue items may be incurred up to the amount shown under each approved Committee and Service schedule (appendix 1). Sub delegation by Service Heads is permitted to defray day to day small expenditure up to £100 per individual item.

4.2 All Councillors are authorised to sign payments as set out below:

- approval by two authorised signatories for net items exceeding £10,000 (excluding statutory payments associated with payroll); or
- approval by one authorised signatory for net items up to but not exceeding £10,000.

Contracts may not be disaggregated to avoid controls imposed by these regulations.

4.3 Service Heads shall monitor revenue expenditure and report projected year end forecast to their respective committees.

4.3 During the budget year and with the approval of Council having considered fully the implications for public services, unspent and available amounts may be moved to other budget headings or to an earmarked reserve as appropriate ('virement').

- 4.4 Unspent provisions in the revenue or capital budgets for completed projects shall not be carried forward to a subsequent year.
- 4.5 The salary budgets are to be reviewed at least annually, usually in October, for the following financial year and such review shall be evidenced by a hard copy schedule signed by Chairman of the Staffing Committee and the Clerk as the Proper Officer.
- 4.6 In cases of extreme risk to the delivery of Council services, the Clerk may authorise revenue expenditure on behalf of the Council which in the Clerk's judgement it is necessary to carry out. Such expenditure includes repair, replacement or other work, whether or not there is any budgetary provision for the expenditure, subject to a limit of £20,000. The Clerk shall report such action to the Chairman as soon as possible and to the Council as soon as practicable thereafter.
- 4.7 No expenditure shall be authorised in relation to any capital project and no contract entered into or tender accepted on capital projects unless the Council is satisfied that the necessary funds are available, and the requisite borrowing approval has been obtained.
- 4.8 All capital works shall be administered in accordance with the Council's standing orders and financial regulations relating to contracts.
- 4.9 The RFO shall regularly provide the Council with a statement of receipts and payments to date under each heading of the budget, showing actual expenditure and projected forecast to the end of the financial year. These statements are to be prepared at least at the end of each financial quarter and shall show explanations of material variances. For this Purposes, "material" shall be any amount in excess of 15% of the budget.
- 4.10 Changes in earmarked reserves shall be approved by the Finance and General Purposes Committee as part of the budgetary control process.

5. BANKING AND PAYMENTS

- 5.1 The Council's banking arrangements, including the bank mandate, shall be made by the RFO and approved by the Council; banking arrangements may not be delegated to a committee. They shall be regularly reviewed for safety and efficiency.
- 5.2 The RFO shall prepare a schedule of authorised payments forming part of the agenda for the meeting to the Finance and General Purposes Committee for approval. A detailed list of all payments shall be disclosed within or as an attachment to the minutes of the meeting. Personal payments (including salaries, wages, expenses and any payment made in relation to the termination of a contract of employment) may be summarised to remove public access to any personal information.
- 5.3 All invoices for payment shall be examined, verified and certified by the RFO Officer to confirm that the work, goods or services to which each invoice relates has been received, carried out, examined and represents expenditure previously approved by the Council.

5.4 The RFO shall arrange for all invoices to be examined for arithmetical accuracy and analyse them to the appropriate expenditure heading. The RFO shall take all steps to arrange for payment of all invoices submitted to be made in a timely manner and in accordance with 4.1.

5.5 A scheme of delegation regarding the authorisation of payments is attached at appendix 1.

In addition, the Clerk, RFO and Deputy Clerk shall have delegated authority to authorise the payment of items in the following circumstances:

- a) A revenue expenditure item authorised under 4.1 above and under 5.6 below (continuing contracts and obligations) provided that a list of such payments shall be submitted to the next appropriate meeting of the Finance and General Purposes Committee; or
- b) fund transfers within the Councils banking arrangements.

5.6 For each financial year the RFO can draw up a list of due payments which arise on a regular basis as the result of a continuing contract, statutory duty, or obligation (such as but not exclusively, Salaries, PAYE and NI, Superannuation Fund and regular maintenance contracts and the like for which the Finance and General Purposes Committee, or a duly authorised committee, may authorise payment for the year provided that the requirements of regulation 4.1 (Budgetary Controls) are adhered to, provided also that a list of such payments shall be submitted to the next appropriate meeting of the Finance and General Purposes Committee.

5.7 Should procedure 5.6 above be followed, a record of regular payments made shall be drawn up and be signed by two authorised signatories on each and every occasion when payment is authorised – thus controlling the risk of duplicated payments being authorised and/or made.

5.8 In respect of grants the following applies:

- (i) General Grants - Finance and General Purposes Committee shall approve expenditure within any limits set by Council and in accordance with any Policy statement approved by Council.
- (ii) Educational Reserve Grants – Shall be approved by the Chair of Finance and General Purposes and any two ward Councillors. Payment shall be reported to the following Finance and General Purposes meeting.

5.9 Councillors are subject to the Code of Conduct that has been adopted by the Council and shall comply with the Code and Standing Orders when a decision to authorise or instruct payment is made in respect of a matter in which they have a disclosable pecuniary or other interest, unless a dispensation has been granted.

5.10 The Council will aim to rotate the duties of Councillors in these Regulations so that onerous duties are shared out as evenly as possible over time.

5.11 Changes to account details for suppliers, to whom digital payments are made, must be verified both in writing and verbally, and authorised by the RFO.

6. INSTRUCTIONS FOR THE MAKING OF PAYMENTS

6.1 The Council will make safe and efficient arrangements for the making of its payments.

- 6.2 Following authorisation under Financial Regulation 5 above, the Finance and General Purposes Committee, Council or, if so delegated, the RFO shall give instruction that a payment shall be made.
- 6.3 All payments shall be effected by BACS / cheque or other instruction to the Council's bankers, or otherwise, in accordance with a resolution of the Finance and General Purposes Committee.
- 6.4 Cheques or orders for payment drawn on the bank account in accordance with the schedule as presented to Council or committee shall be signed in accordance with the bank mandate, in line with 4.1 above.
- 6.5 To indicate agreement of the details shown on the cheque or order for payment with the counterfoil and the invoice or similar documentation.
- 6.6 Details of cheques or orders for payment shall be presented in a month by month format to the Finance and General Purposes Committee at the next meeting following the end of the preceding calendar month.
- 6.7 If thought appropriate by the Council, payment for utility supplies (energy, telephone and water) and any National Non-Domestic Rates may be made by variable Direct Debit provided that the instructions are signed by at least one Councillor.
- 6.8 The Council has approved the use of internet banking. The use of a Bankers Standing Order provided that the instructions are signed by one Councillor and any payments are reported to the Finance and General Purposes Committee as made, shall be renewed by resolution of the Finance and General Purposes Committee annually.
- 6.9 If thought appropriate by the Council, payment for certain items may be made by BACS or similar banking method provided that the instructions for each payment are signed, or otherwise evidenced, by one authorised bank signatory and are retained.
- 6.10 No employee or Councillor shall disclose any PIN or password, relevant to the working of the Council or its bank accounts, to any person not authorised in writing by the Council or a duly delegated committee.
- 6.11 Officers and Councillors using computers for the Council's financial business, shall operate from Council managed devices only.
- 6.13 Where internet banking arrangements are made with any bank, the Clerk, Deputy Clerk and the RFO shall be appointed as the Service Administrators. The Bank Mandate approved by the Council shall identify the persons authorised to approve transactions on those accounts. All transaction made by this method must be witnessed and signed by the duly authorised persons and witnesses.
- 6.14 Access to any internet banking accounts will be directly through the access page (which may be saved under "favourites"), and not through a search engine or e-mail link. Remembered or saved

passwords facilities must not be used on any computer use for Council banking work. Breach of this Regulation will be treated as a very serious matter under these regulations.

- 6.15 Any Debit Card issued for use will be specifically restricted to the Clerk and the RFO and will also be restricted to a single transaction maximum value of £1,000 unless authorised by Council or Finance and General Purposes Committee in writing before any order is placed.
- 6.16 A pre-paid debit card may be issued to employees with varying limits. These limits will be set by the Finance and General Purposes Committee. Transactions and purchases made will be reported to the Finance and General Purposes Committee and reconciled monthly.
- 6.17 Any corporate credit card or trade card account opened by the Council will be specifically restricted to use by approved and authorised employees and contractors and shall be subject to automatic payment in full at each month-end.
- 6.18 The RFO via delegated officers shall maintain varying petty cash floats depending on the cost centre involved (threshold per transaction £40.00) for the Purposes of defraying operational and other expenses. Vouchers for payments made from petty cash shall be kept substantiating the payment and the petty cash accounts are to be reconciled on a monthly basis.
 - a) Income received must not be paid into the petty cash floats but must be separately banked, as provided for elsewhere in these regulations.
 - b) Payments to maintain the petty cash floats shall be clearly identified on the schedule of payments presented to Council under 5.2 above.

7. PAYMENT OF SALARIES

- 7.1 As an employer, the Council **must** make arrangements to meet fully the statutory requirements placed on all employers by PAYE and National Insurance legislation. The payment of all salaries shall be made in accordance with PAYE and National Insurance currently operating, and salary rates shall be as agreed by Council, as recommended by the Staffing Committee.
- 7.2 All time sheets shall be certified as to accuracy by the employees and their line manager and verified by the RFO prior to authorisation of payment.
- 7.3 Travel expenses:
 - a) All employees should use Council vehicles subject to authorisation of driver whenever possible when travelling on Council business. Where this is not possible business mileage will be paid for local authorised travel (usually Cornwall and West to Mid Devon only) at the appropriate NJC agreed rate. Outside of local area in the interests of best value a standard rate rail fare would be paid. All claims for travel and other expenses should be authorised by the relevant line manager before being submitted for RFO approval or in the case of the Town Clerk/RFO, expenses to be authorised by a Councillor.

- b) Employees of the Council and Councillors using their own vehicles for local travel must have in place the appropriate level of 'business use' insurance with the appropriate documentation provided to the RFO before travel expenses can be authorised for payment.
- 7.4 As approved by line managers, time in lieu must be taken in accordance with the Council's approved policy and subject to the operational requirements of Council business.
- 7.5 Payment of salaries and payment of deductions from salary such as may be required to be made for tax, national insurance and pension contributions, or similar statutory or discretionary deductions must be made in accordance with the payroll records and on the appropriate dates stipulated in employment contracts.
- 7.6 No changes shall be made to any employee's pay, emoluments, or terms and conditions of employment without the prior consent of the Staffing Committee.
- 7.7 The Council shall via the RFO maintain records of each and every payment to employees of net salary and other payments and to the appropriate credit of the statutory and discretionary deductions. This confidential record is not open to inspection or review (under the Freedom of Information Act 2000 or otherwise) other than:
- a) by any Councillor who can demonstrate a need to know;
 - b) by the internal auditor;
 - c) by the external auditor; or
 - d) by any person authorised under Audit Commission Act 1998, or any superseding legislation.
- 7.8 The total of such payments in each calendar month shall be reported with all other payments as made as may be required under these Financial Regulations, to ensure that only payments due for the period have actually been paid.
- 7.9 An effective system of personal performance management should be maintained for the senior officers in accordance with the Council's staff Appraisal System.
- 7.10 Any termination payments shall be supported by a clear business case and reported to the Council. Termination payments shall only be authorised by Council.
- 7.11 The Clerk and the RFO are delegated to make arrangements to engage such replacement staff as to ensure that the Council's operational functions are maintained.

8. LOANS AND INVESTMENTS

- 8.1 All borrowings shall be affected in the name of the Council, after obtaining any necessary borrowing approval. Any application for borrowing approval shall be approved by Council as to terms and purposes. The application for Borrowing Approval, and subsequent arrangements for the Loan shall only be approved by full Council.
- 8.2 Any financial arrangement which does not require formal Borrowing Approval from the Secretary of State (such as Hire Purchase or Leasing of tangible assets) shall be subject to approval by the full Council. In each case a report in writing shall be provided to Council in respect of value for money for the proposed transaction.
- 8.3 Bank statements are available at all times through the Council's online banking portal and in addition the Council will maintain the monthly delivery of hard copy statements from Banks and Investment providers.
- 8.4 All loans and investments shall be negotiated in the name of the Council and shall be for a set period in accordance with Council policy.
- 8.5 The Council has an Investment Strategy and Policy in accordance with relevant regulations, proper practices and guidance. This shall be reviewed by the Council at least annually.
- 8.6 All investments of money under the control of the Council shall be held in the name of the Council.
- 8.7 All investment certificates and other documents relating thereto shall be retained in the custody of the RFO.
- 8.8 Payments in respect of short term or long term investments, including transactions between bank accounts held in the same bank, or branch, shall be made in accordance with Regulation 5 (Authorisation of payments) and Regulation 6 (Instructions for payments).

9. INCOME

- 9.1 The collection of all sums due to the Council shall be the responsibility of and under the supervision of the RFO.
- 9.2 Particulars of all charges to be made for work done, services rendered or goods supplied shall be agreed annually by the Council, notified to the RFO and the RFO shall be responsible for the collection of all accounts due to the Council.
- 9.3 The Council will review all fees and charges at least annually, following a report of the Clerk.
- 9.4 Any sums found to be irrecoverable, and any bad debts shall be reported to the Finance and General Purposes Committee and shall be written off in the year.
- 9.5 All sums received on behalf of the Council shall be banked intact as directed by the RFO. In all cases, all receipts shall be deposited with the Council's bankers with such frequency as the RFO considers necessary.

- 9.6 A record of the origin of each receipt shall be entered on an electronic spreadsheet, cross referenced to the relevant paying-in slip.
- 9.7 Personal cheques shall not be cashed out of money held on behalf of the Council.
- 9.8 The RFO shall promptly complete any VAT Return that is required. Any repayment claims due in accordance with VAT Act 1994 section 33, shall be made at least annually coinciding with the financial year end.
- 9.9 Where any significant sums of cash are regularly received by the Council, the RFO shall take such steps as are agreed by the Council to ensure that more than one person is present when the cash is counted in the first instance, that there is a reconciliation to some form of control such as ticket issues, and that appropriate care is taken in the security and safety of individuals banking such cash.
- 9.10 Any income arising which is the property of a charitable trust shall be paid into a charitable bank account. Instructions for the payment of funds due from the charitable trust to the Council (to meet expenditure already incurred by the authority) will be given by the Managing Trustees of the charity meeting separately from any Council meeting (see also Regulation 16 below).

10. PROCUREMENT

- 10.1 All Councillors and Officers are responsible for obtaining value for money at all times. An officer issuing an official order shall ensure as far as reasonable and practicable that the best available terms are obtained in respect of each transaction, usually by obtaining three or more quotations or estimates from appropriate suppliers, subject to the de minimus provision in Regulation 11 (h) below.
- 10.2 The RFO shall verify the lawful nature of any proposed purchase before the issue of any order and in the case of new or infrequent purchases or payments, the RFO shall ensure that the statutory authority be applicable before it is reported to the meeting at which the order is approved, notwithstanding that the Council holds the General Power of Competence.
- 10.3 Every contract shall comply with the Council's Standing Orders and these Financial Regulations, with the exception of emergency expenditure.
- 10.4 For a contract for the supply of goods, services or works where the estimates value will exceed the thresholds set by Parliament, the full requirements of the Public Contract Regulations 2015 or any superseding legislation (the Legislation), must be followed in respect of the tendering, award and notification of that contract.
- 10.5 Where the estimated value is below the Government threshold, the Council shall (with the exception of items listed in para 10.7) obtain prices as follows:
- Where it is intended to enter into a contract exceeding £100,000 (net) in value for the supply of goods or materials or for the execution of works or specialist services other than such goods,

materials, works or specialist services as are excepted as set out in paragraph (a) the Clerk shall invite tenders from at least three firms.

- For contract estimated to be over £30,000 including vat, the Council must comply with any requirements of the Legislation regarding the advertising of contract opportunities and the publication of notices about the award of contracts.
- For contracts greater than £3,000 excluding VAT the service head or manager shall seek at least 3 fixed price quotes.
- Where the value is between £1,000 and £3,000 excluding VAT the service head or manager shall try to obtain 3 estimates (this may include evidence of costs obtained from online portals).
- For smaller purchases services heads or managers shall seek to achieve value for money.

10.6 Contract must not be split into smaller lots to avoid compliance with these requirements.

10.7 The requirement to obtain competitive prices in these regulations need not apply to contracts that relate to items (i) to (iv) below:

- i for specialist services such as are provided by solicitors, accountants, surveyors and planning consultants;
- ii for work to be executed or goods or materials to be supplied which consists of repairs to or parts for existing machinery or equipment or plant;
- iii for work to be executed or goods or materials to be supplied which constitute an extension of an existing contract by the Council;
- iv for goods or materials proposed to be purchased which are proprietary articles and/or are only sold at a fixed price.

Further the following existing services shall be awarded in accordance with the scheme of delegation without recourse to competition, notwithstanding that the service head shall annually review the effectiveness of the service being delivered to ensure that it remains value for money:

- i Town Dressing and Festive Lighting
- ii Information Technology and Network Management
- iii Building and Toilet Cleansing
- iv Insurance
- v Electrical

10.8 When applications are made to waive this financial regulation to enable a price to be negotiated without competition, the reason should be set out in a recommendation to the Finance and General Purposes Committee.

10.9 The Council shall not be obliged to accept the lowest or any tender, quote or estimate.

10.10 Individual purchases within an agreed budget for that type of expenditure may be authorised by:

- The Clerk, RFO or Service Head as set out in the scheme of delegation
- The Council for all items over the threshold set out in the scheme of delegation

10.11 Such authorisation must be supported by an audit trail or, in the case of Council, a minute.

- 10.12 No individual Councillor, or informal group of Councillors may issue an official order or make an contract on behalf of the Council unless instructed to do so in advance by a resolution of the Council
- 10.13 No expenditure shall be authorised, no contract entered into or tender accepted in relation to any major project, unless, the Council is satisfied that the necessary funds are available and that where a loan is required, Government borrowing approval has been obtained first.

11. CONTRACTS

11.1 Procedures as to contracts are laid down as follows:

- a) When applications are made to waive financial regulations relating to contracts to enable a price to be negotiated without competition the reason shall be embodied in a recommendation to the Council.
- b) Where the estimated contract value exceed £100,000 such invitation to tender shall state the general nature of the intended contract and the Clerk shall obtain the necessary technical assistance to prepare a specification in appropriate cases. The invitation shall in addition state that tenders must be addressed to the Clerk in the ordinary course of post. Each tendering firm shall be supplied with a specifically marked envelope in which the tender is to be sealed and remain sealed until the prescribed date for opening tenders for that contract.
- c) All sealed tenders shall be opened at the same time on the prescribed date by the Clerk in the presence of at least one Councillor of Council.
- d) If less than three tenders are received for contracts above £100,000 or if all the tenders are identical the Council may make such arrangements as it thinks fit for procuring the goods or materials or executing the works.
- e) Any invitation to tender issued under this regulation shall be subject to Standing Order 18 and shall refer to the terms of the Bribery Act 2010.
- f) Should it occur that the Council, or duly delegated committee, does not accept any tender, quote or estimate, the work is not allocated and the Council requires further pricing, provided that the specification does not change, no person shall be permitted to submit a later tender estimate or quote who was present when the original decision making process was being undertaken.
- g) The Procurement Regulations 2024 or its successor in title shall apply and the terms of the Public Contracts Regulations 2015 and the Utilities Contracts Regulations 2016 including thresholds shall be followed.

- h) The Council's assets register shall be adjusted accordingly where procurement is in excess of the Council de-minimus level of £500.
- i) All procurement must be undertaken in line with the Councils Responsible Procurement Policy.

12. PAYMENTS UNDER CONTRACTS FOR BUILDING OR OTHER CONSTRUCTION WORKS

- 12.1 Payments on account of the contract sum shall be made within the time specified in the contract by the RFO upon authorised certificates of the architect or other consultants engaged to supervise the contract (subject to any percentage withholding as may be agreed in the particular contract).
- 12.2 Where contracts provide for payment by instalments the RFO shall maintain a record of all such payments. In any case where it is estimated that the total cost of work carried out under a contract, excluding agreed variations, will exceed the contract sum of 5% or more a report shall be submitted to the Council.
- 12.3 Any variation to a contract or addition to or omission from a contract must be approved by the Council and Clerk to the contractor in writing, the Council being informed where the final cost is likely to exceed the financial provision.

13. STORES AND EQUIPMENT

- 13.1 The Service Manager in charge of each section shall be responsible for the care and custody of stores and equipment in that section.
- 13.2 Delivery notes shall be obtained in respect of all goods received into store or otherwise delivered and goods must be checked as to order and quality at the time delivery is made.
- 13.3 Stocks shall be kept at the minimum levels consistent with operational requirements.
- 13.4 The Service Managers shall be responsible for periodic annual checks of stocks and stores and inventory and report to their relevant committees, the RFO and subsequently the Finance and General Purposes Committee annually.

14. ASSETS, PROPERTIES AND ESTATES

- 14.1 The Clerk shall make appropriate arrangements for the custody of all title deeds and Land Registry Certificates of properties held by the Council. The RFO shall ensure a record is maintained of all properties held by the Council, recording the location, extent, plan, reference, purchase details, nature of the interest, tenancies granted, rents payable and Purposes for which held in accordance with Accounts and Audit Regulations.

- 14.2 No tangible moveable property shall be purchased or otherwise acquired, sold, leased or otherwise disposed of, without the authority of the Council, together with any other consents required by law, save where the estimated value of any one item of tangible movable property does not exceed £3,000, in which case the Clerk/RFO may make the decision to acquire or dispose.
- 14.3. No real property (interests in land) shall be sold, leased or otherwise disposed of without the authority of the Council, together with any other consents required by law. In each case a Report in writing shall be provided to Council in respect of valuation and surveyed condition of the property (including matters such as planning permissions and covenants) together with a proper business case (including an adequate level of consultation with the electorate).
- 14.4. No real property (interests in land) shall be purchased or acquired without the authority of the full Council. In each case a Report in writing shall be provided to Council in respect of valuation and surveyed condition of the property (including matters such as planning permissions and covenants) together with a proper business case (including an adequate level of consultation with the electorate).
- 14.5 Subject only to the limit set in Reg. 14.2 above, no tangible moveable property shall be purchased or acquired without the authority of the full Council. In each case a Report in writing shall be provided to Council with a full business case.
- 14.6 The RFO shall ensure that an appropriate and accurate Register of Assets and Investments is kept up to date. The continued existence of tangible assets shown in the Register shall be verified at least annually, possibly in conjunction with a health and safety inspection of assets.

15. INSURANCE

- 15.1 Following the annual risk assessment (per Financial Regulation 17), the RFO shall effect all insurances and negotiate all claims on the Council's insurers in consultation with the Clerk.
- 15.2 The Clerk shall give prompt notification to the RFO of all new risks, properties or vehicles which require to be insured and of any alterations affecting existing insurances.
- 15.3 The RFO shall keep a record of all insurances effected by the Council and the property and risks covered thereby and review this annually.
- 15.4 The RFO shall be notified of any loss liability or damage or of any event likely to lead to a claim, and shall report these to Council at the next available meeting.
- 15.5 All appropriate Councillors and employees of the Council shall be included in a suitable form of security or fidelity guarantee insurance which shall cover the maximum risk exposure as determined annually by the Finance and General Purposes Committee.
- 15.6 Each employee is responsible for maintaining proper security at all times for all buildings, stocks, share, vehicles, furniture, equipment, cash and all property belonging to the Council under their control. Keys to safes and similar receptacles are to be carried on the person of those responsible at all times and any loss of keys must be reported to the Clerk immediately.

16. CHARITIES

- 16.1 Where the Council is sole managing trustee of a charitable body the RFO shall ensure that separate accounts are kept of the funds held on charitable trusts and separate financial reports made in such form as shall be appropriate, in accordance with Charity Law and legislation, or as determined by the Charity Commission. The RFO shall arrange for any Audit or Independent Examination as may be required by Charity Law or any Governing Document.

17. RISK MANAGEMENT AND INTERNAL CONTROL

- 17.1 The Council must ensure that it has a sound system of internal control, which delivers effective financial, operational and risk management. The Clerk and RFO shall prepare, for approval by the Council, risk management policy statements in respect of all activities of the Council. Risk policy statements and consequential risk management arrangements shall be reviewed by the Council annually.
- 17.2 When considering any new activity, the Service Manager shall prepare a draft risk assessment including risk management proposals for consideration and adoption by the Council.
- 17.3 Each Service Manager will undertake a documented assessment of the risks and management arrangements for their service which will be updated annually.
- 17.4 At least once a year, the Council must review the effectiveness of its systems of internal control, before approving the Annual Governance Statement.
- 17.5 The accounting control systems determined by the RFO must include measures to:
- Ensure that risk is appropriately managed;
 - Ensure the prompt, accurate recording of financial transactions;
 - Prevent and detect inaccuracy or fraud; and
 - Allow the reconstitution of any lost records;
 - Identify the duties of officers dealing with transactions and
 - Ensure division of responsibilities.
- 17.6 On a regular basis, at least once in each quarter, and at each financial year end, at least one Councillor other than the Chairman (the Mayor) shall be appointed to verify bank reconciliations (for all accounts) produced by the RFO. The Councillor shall sign the reconciliations and the original bank statements (or similar document) as evidence of verification. This activity shall on conclusion be reported, including any exceptions, to and noted by the Finance and General Purposes Committee.
- 17.7 Regular back-up copies shall be made of the records on any council computer and stored either online or in a separate location from the computer. The Council shall put measures in place to ensure that the ability to access any council computer is not lost if an employee leaves or is incapacitated for any reason.

18. SUSPENSION AND REVISION OF FINANCIAL REGULATIONS

- 18.1 It shall be the duty of the Finance and General Purposes Committee to review the Financial Regulations of the Council from time to time. The Clerk shall make arrangements to monitor changes in legislation or proper practices and shall advise the Council of any requirement for a consequential amendment to these financial regulations.
- 18.2 The Finance and General Purposes Committee may, by resolution of the Committee duly notified prior to the relevant meeting of the Committee, suspend any part of these Financial Regulations provided that reasons for the suspension are recorded and that an assessment of the risks arising has been drawn up and presented in advance to all Councillors of the Committee.

DRAFT

Budget Heading

Officer Role

		Town Clerk	RFO	Deputy Proper Officer/ Town	Cultural Services Director	Princess Pavilion General Manager	Grounds Manager	Facilities Manager	Mayors Secretary
2024/25	Threshold								
Corporate - F&GP Committee **									
Commission emergency works	≤ £20k	Yes	Yes	Yes					
Commission planed project works within budget (see (i))	≤ £30k	Yes							
Commission works within budget	≤ £20k	Yes	Yes	Yes					
Commission works within budget	≤ £3k	Yes	Yes	Yes					Yes
Approve commissioned invoices for Payment	NA	Yes	Yes	Yes					Yes
General Council - F&GP Committee **									
Commission emergency works	≤ £20k	Yes	Yes	Yes					
Commission planed project works within budget (i)	≤ £30k	Yes							
Commission works within budget	≤ £20k	Yes	Yes	Yes					
Commission works within budget	≤ £3k	Yes	Yes	Yes					Yes *
Approve commissioned invoices for Payment	NA	Yes	Yes	Yes					Yes *
Town Management - Cultural Services and Leisure Committee									
Commission emergency works	≤ £20k	Yes	Yes	Yes					
Commission planed project works within budget (i)	≤ £30k	Yes							
Commission works within budget	≤ £20k	Yes	Yes	Yes					
Commission works within budget	≤ £3k	Yes	Yes	Yes					
Approve commissioned invoices for Payment	NA	Yes	Yes	Yes					
Cultural Services - Cultural Services and Leisure Committee									
Commission emergency works	≤ £20k	Yes	Yes	Yes					
Commission planed project works within budget (i)	≤ £30k	Yes							
Commission works within budget	≤ £20k	Yes	Yes		Yes				
Commission works within budget	≤ £3k	Yes	Yes		Yes				
Approve commissioned invoices for Payment	NA	Yes	Yes		Yes				
Princess Pavilion - Cultural Services and Leisure Committee									
Commission emergency works	≤ £20k	Yes	Yes	Yes					
Commission planed project works within budget (i)	≤ £30k	Yes							
Commission works within budget	≤ £20k	Yes	Yes			Yes			
Commission works within budget	≤ £3k	Yes	Yes			Yes			
Approve commissioned invoices for Payment	NA	Yes	Yes			Yes			
Cemetery Services - Grounds and Facilities Committee									
Commission emergency works	≤ £20k	Yes	Yes	Yes					
Commission planed project works within budget (i)	≤ £30k	Yes							
Commission works within budget	≤ £20k	Yes	Yes				Yes		
Commission works within budget	≤ £3k	Yes	Yes				Yes		
Approve commissioned invoices for Payment	NA	Yes	Yes				Yes		
Facilities - Grounds and Facilities Committee									
Commission emergency works	≤ £20k	Yes	Yes	Yes					
Commission planed project works within budget (i)	≤ £30k	Yes							
Commission works within budget	≤ £20k	Yes	Yes					Yes	
Commission works within budget	≤ £3k	Yes	Yes					Yes	
Approve commissioned invoices for Payment	NA	Yes	Yes					Yes	
Parks and Gardens - Grounds and Facilities Committee									
Commission emergency works	≤ £20k	Yes	Yes	Yes					
Commission planed project works within budget (i)	≤ £30k	Yes							
Commission works within budget	≤ £20k	Yes	Yes				Yes		
Commission works within budget	≤ £3k	Yes	Yes				Yes		
Approve commissioned invoices for Payment	NA	Yes	Yes				Yes		

* Civic and Mayoral Expenditure only

** F&GP - Finance and General Purposes Committee

(i) Inclusive of VAT PPN 09/21 from 1.1.22

Finance & General Purpose Meeting

Schedule of payments made for approval at above meeting

Cheque No	Inv No:	Inv Total	Gross	VAT	NET
BACS Ann's - PP - 50 Small pasties & 40 Large Sausage rolls	24/25PO4338	185.00	185.00	-	185.00
BACS Nick Ferris - TM - Christmas Tree disposal	24/25PO4339	71.04	71.04	11.84	59.20
BACS Plymouth Citybus - The Provision of bus 67 Nov & Dec 24	24/25PO4340	4,144.50	4,144.50	-	4,144.50
BACS Roskilly's - PP - Assorted 120ml ice cream tubs	24/25PO4341	190.83	190.83	31.80	159.03
BACS The Joe Wilkinson Company -PP - Work In Progress Show 10/4/24	24/25PO4342	3,847.50	3,847.50	641.25	3,206.25
BACS The Roasting Room - PP - 1kg Brazil Single Estates, 250g Brazil Single Estate	24/25PO4343	328.95	328.95	-	328.95
BACS Trident Plumbing - PP - Call out & reset valve and boiler	24/25PO4344	82.00	82.00	13.67	68.33
BACS Truro College - Grounds - ILM L3 Award in Leadership and Management	24/25PO4345	835.00	835.00	-	835.00
BACS YPO - AG - Wooden MDF Clipboard A4 PK12	24/25PO4346	15.59	15.59	2.60	12.99
BACS Devon and Cornwall 4x4- TM - Milegae and expense for Harmony Choir	24/25PO4347	320.00	320.00	-	320.00
BACS Greenham - Toilets - Toilet cleaner, disinfectant & toilet rolls	24/25PO4348	281.04	281.04	46.84	234.20
BACS Greenham - Thin bleach, soap, toilet cleaner, disinfectant & toilet rolls	24/25PO4349	971.16	971.16	161.86	809.30
Total BACS -Greenham		1,252.20	1,252.20	208.70	1,043.50
BACS Trago Mills - Mortuary - Tele rod, Uno Universal plug clips, shower curtain	24/25PO4350	77.47	77.47	12.91	64.56
BACS TruCru - COF - PP - Supply & fit new stage curtains.	24/25PO4351	6,213.00	6,213.00	1,035.50	5,177.50
BACS YPO - AG - Tray Runners silver pk6	24/25PO4352	165.53	165.53	27.59	137.94
19539 AG - Petty Cash Top up	24/25PO4353	283.29	283.29	-	283.29
19540 PP - Petty Cash Top up	24/25PO4354	271.35	271.35	-	271.35
BACS CSA - w/c 30/12/24 M Winterbottom-Hawke, M Hunking Chef/Sous chef	24/25PO4355	415.79	415.79	69.30	346.49
BACS Fire Safety - PP 1/10-31/12/24 Weekly Fire Safety visits	24/25PO4356	504.00	504.00	84.00	420.00
BACS Fire Safety - OPO 1/10-31/12/24 Weekly Fire Safety visits	24/25PO4357	792.00	792.00	132.00	660.00
Total BACS -Fire Safety		1,296.00	1,296.00	216.00	1,080.00
BACS SWW - PP Meter 1 & 2 3/12/24-2/1/25	24/25PO4358	913.94	913.94	-	913.94
CN BritGas - 1-30/11/24 PP Electric-Theatre cancels 809956396	24/25PO4359	1,110.18	1,110.18	185.03	925.15
DDR BritGas - 1-30/11/24 Revised Bill PP Theatre Electric	24/25PO4360	1,152.14	1,152.14	192.02	960.12
DDR BritGas - 25/11-24/12/24 KP Workshop Electric	24/25PO4361	367.33	367.33	61.22	306.11
DDR BritGas - 26/11-26/12/24 CofE chapel Electric	24/25PO4362	35.29	35.29	1.68	33.61
DDR BritGas - 1-31/12/24 PP Theatre Electric	24/25PO4363	1,385.02	1,385.02	230.83	1,154.19
DDR BritGas - 1-31/12/24 PP Café/Gardens Electric	24/25PO4364	3,709.12	3,709.12	618.18	3,090.94
DDR BritGas - 4/12/24-1/1/25 Grove Place Toilets	24/25PO4365	181.51	181.51	8.64	172.87
19541 OPO - Petty Cash Top Up	24/25PO4366	161.86	161.86	-	161.86
BACS Falmouth Citizens Advice Grant - 24/25GRA015	24/25PO4367	1,000.00	1,000.00	-	1,000.00
BACS RBL Poppy Appeal - 5 x Poppy Wreaths	24/25PO4368	125.00	125.00	-	125.00
BACS Ask Asbestos Services - PP -Asbestos removal & reassurance air tests	24/25PO4369	2,328.00	2,328.00	388.00	1,940.00
BACS ATCM - R Gates - 2025 Small Town Membership	24/25PO4370	390.00	390.00	65.00	325.00
BACS BG Electrical - PP -COF- Supply, wire & install 25.0mm 4 core HO7 flex from n	24/25PO4371	2,022.00	2,022.00	337.00	1,685.00
BACS BG Electrical - PP - Supply and fit 2 x 35 watt 4ft T5 flourescent tubes	24/25PO4372	60.00	60.00	10.00	50.00
Total BACS -BG Electrical		2,082.00	2,082.00	347.00	1,735.00
BACS Bookers - PP - Haribo sweets, Maltesers and Red & Green cater crackers	24/25PO4373	387.71	387.71	64.62	323.09
BACS Dash Drive - Hire car for M Williams & R Gates to attend conference	24/25PO4374	210.70	210.70	35.11	175.59
BACS EE - Monthly mobile charges	24/25PO4375	643.73	643.73	107.29	536.44
BACS Fal Carpet Cleaners - MB - Professional carpet cleaning Nov 24 & Jan 25	24/25PO4376	300.00	300.00	-	300.00
CN Fernbank - Printing of 10 Posters (xmas)-outdoor advertising Fal	24/25PO4377	396.00	396.00	66.00	330.00
BACS Fernbank - Printing of 8 Posters (xmas)-outdoor advertising Fal	24/25PO4378	316.80	316.80	52.80	264.00
Total BACS -Fernbank		79.20	79.20	13.20	66.00
BACS FFC - PP - Mixed Salad (Loose-Kg)	24/25PO4379	14.00	14.00	-	14.00
BACS Nick Ferris - KP - Green Waste	24/25PO4380	42.24	42.24	7.04	35.20
BACS Robert Jones - AG - Shop Stock - 2 x Alfred Wallis Artist and Mariner	24/25PO4381	46.00	46.00	-	46.00
BACS Passmore - Toilets cleaning Dec 2024	24/25PO4382	7,538.03	7,538.03	1,256.34	6,281.69
BACS Passmore - OPO/MB/Atherton cleaning Dec 2024	24/25PO4383	4,914.32	4,914.32	819.05	4,095.27
BACS Passmore - PP Cleaning Dec 2024	24/25PO4384	3,831.12	3,831.12	638.52	3,192.60
BACS Passmore - MB - Consumables- Essential Slimroll Hand Towles	24/25PO4385	398.74	398.74	66.46	332.28
Total BACS -Passmore		16,682.21	16,682.21	2,780.37	13,901.84
BACS Reef - MB - Schedules services - Water testing	24/25PO4386	161.10	161.10	26.85	134.25
BACS Speedy Asset - KP - Fence panel anti-clumb hire 20.12.24-31.12.24	24/25PO4387	38.40	38.40	6.40	32.00
BACS Stones - PP - 5 Large Sourdough	24/25PO4388	18.49	18.49	-	18.49
BACS Universeal - PP - Numbered Button Seals for secure bags	24/25PO4389	54.00	54.00	9.00	45.00
BACS P Bond - AG - Making base for and motorising "Ark" automata	24/25PO4390	367.50	367.50	-	367.50
BACS Rhiannon Jandrell - AG - specialist SEN Art Workshop - 28.11.24 & 05.12.24	24/25PO4391	180.00	180.00	-	180.00
BACS Rhiannon Jandrell - AG - Baby Jam sessions 17.12.24 & Rhyme Time sessions	24/25PO4392	200.00	200.00	-	200.00
Total BACS -Rhiannon Jandrell		380.00	380.00	-	380.00
BACS Coast 2 Coast - 4/1 Duffy & Stiltskin staff x5hrs PP	24/25PO4393	105.00	105.00	17.50	87.50
BACS Nick Ferris -0.620 wood waste 7/1 Facilities	24/25PO4394	111.60	111.60	18.60	93.00
DDR BritGas - 2/12/24-2/1/25 Mortuary Electric	24/25PO4395	208.16	208.16	9.91	198.25
CC AWS - Service charges 01.11.24-30.11.24 & bank charges	24/25PO4396	31.14	31.14	5.04	26.10
CC Amazon - TM - Artoiid Mode gifts cushion covers set of 4	24/25PO4397	15.99	15.99	2.67	13.33
CC Amazon - TM -10 Pcs Nylon Spring clamps 4 inch, Heavy Duty spring clips	24/25PO4398	9.99	9.99	1.67	8.33
CC Amazon - TM - 10pcs Santa Hat Christmas Wooden Craft Shape MDF	24/25PO4399	5.35	5.35	-	5.35
CC Amazon - TM -10 Pcs Nylon Spring clamps 4 inch, Heavy Duty spring clips	24/25PO4400	9.99	9.99	1.67	8.33
CC Amazon - TM - Craftplay Compressed Paper Balls pack of 50	24/25PO4401	12.90	12.90	2.15	10.75
CC Amazon - TM - Rohi set of 4 Hypoallergic cushion pads 45cm x 45cm	24/25PO4402	10.99	10.99	1.83	9.16
CC Apple Icloud Storage December 24	24/25PO4403	2.99	2.99	0.50	2.49
CC Apple Icloud Storage January 25	24/25PO4404	2.99	2.99	0.50	2.49
CC Celtic Sustainables - Grounds - 10 x Home Strip Graffiti Go Trigger Spray	24/25PO4405	119.68	119.68	19.95	99.73
		104,127.81	104,127.81	13,668.11	90,459.70

Finance & General Purpose Meeting

Schedule of payments made for approval at above meeting

Cheque No	Inv No:	Inv Total	Gross	VAT	NET
CN Celtic Sustainables - Grounds - 3x Home Strip Graffiti Go Trigger Spray	24/25PO4406	32.90	32.90	5.48	27.42
CC Easyspace - Domain falmouthartgallery.com	24/25PO4407	21.62	21.62	3.60	18.02
CC Flightcase -PP - COF - Mixer flight case with dog box & castors, Spider 8u Rack	24/25PO4408	860.28	860.28	143.38	716.90
CC Meta - PP - Instagram post -Fun Palace is Back!	24/25PO4409	9.89	9.89	-	9.89
CC Microsoft 365 Business Premium 01.12.24-31.12.24	24/25PO4410	144.80	144.80	-	144.80
CC Microsoft Mobility + Security E5 24.12.24-23.01.25	24/25PO4411	877.50	877.50	-	877.50
CC Microsoft 365 Business Basics 21.12.24-20.01.25	24/25PO4412	93.10	93.10	-	93.10
CC Microsoft Plan 1 08.12.24-07.01.25	24/25PO4413	8.20	8.20	-	8.20
CC Microsoft 365 E5 09.12.24-08.01.25	24/25PO4414	66.00	66.00	-	66.00
CC The Packet Fencing Company -TM - Freestanding panel & feet	24/25PO4415	809.55	809.55	134.93	674.63
CC The Trainline - AG - D Westlake Train travel	24/25PO4416	80.80	80.80	-	80.80
DDR Allstar - Cemetery, Facilities & KP - Fuel Dec 2024	24/25PO4417	350.41	350.41	58.41	292.00
DDR BT - Cemetery - Regular internet charges	24/25PO4418	471.60	471.60	78.60	393.00
DDR BT - PP - Regular internet charges	24/25PO4419	726.00	726.00	121.00	605.00
DDR BT - OPO - Regular internet charges	24/25PO4420	726.00	726.00	121.00	605.00
DDR BT -Phone, Cloud Voice, Broadband & mobile charges 22.11.24-31.12.24	24/25PO4421	751.84	751.84	125.31	626.53
DDR CitrusHR/Safe HR - Memberships fee for 86 employees 15.12.24-14.01.25	24/25PO4422	309.60	309.60	51.60	258.00
DDR Deputy - PP - Rota Sheduling 01.12.2024-31.12.2024	24/25PO4423	202.32	202.32	33.72	168.60
DDR Paymentsense - PP - Additional terminal rental 01.11.24-30.11.24	24/25PO4424	521.10	521.10	86.85	434.25
DDR St Austell Brewery - PP - Tribute, Healeys Gold, Frobisher Apple, Frobisher Or	24/25PO4425	905.36	905.36	150.90	754.46
DDR St Austell Brewery - PP - Proper Job, Korev, Rattler, Guinness, Corona, Heinek	24/25PO4426	1,753.52	1,753.52	292.29	1,461.23
DDR Ram Tracking - Grounds & Facilities - Tracking Service & Maintenance 18.12.2	24/25PO4427	72.00	72.00	12.00	60.00
DDR Trade - B&Q - Seafront - Cup square bilt, Lock nut steel zinc plate, S/S Flat wa	24/25PO4428	16.39	16.39	2.73	13.66
DDR Trade - B&Q - Facilities - Magnusson Pipe shears, WS08 WH 40MM ABS Sol/W	24/25PO4429	28.95	28.95	4.83	24.13
DDR Trade - Screwfix - Chapel - Rodent Pasta Bait & Bait Station	24/25PO4430	28.97	28.97	4.83	24.14
DDR WC Fruit - PP - Limes, lemons, juicing oranges, chestnut mushrooms, buttern	24/25PO4431	185.45	185.45	-	185.45
DDR WC Fruit - PP - Butternut squash, eggs,apples, Milk, Red cooking wine, musta	24/25PO4432	333.18	333.18	-	333.18
DDR WC Fuit - PP - Milk and Milk Barista Oat	24/25PO4433	17.68	17.68	-	17.68
DDR WC Fruit - PP - Eggs, parsley, Mixed spice, Lazy lemon juice, Self raising flour	24/25PO4434	62.15	62.15	-	62.15
DDR WC Fruit - PP - Pigs in Blankets	24/25PO4435	18.72	18.72	-	18.72
DDR WC Fruit - PP - Milk, Milk Barista Oat, Kit Kats, Twix, Aerosol Cream	24/25PO4436	83.77	83.77	8.06	75.71
DDR WC Fruit - PP - Radicchio, fennel, butternut squash, Plain flour, fresh Yeast	24/25PO4437	229.96	229.96	-	229.96
DDR WC Fruit - PP - Milk and Milk Barista Oat	24/25PO4438	17.68	17.68	-	17.68
DDR WC Fruit - PP - Butternut squash, Gourmet salad, Pigs in Blankets	24/25PO4439	27.22	27.22	-	27.22
DDR WC Fruit - PP - Eggs, Potatoes, Red cabbage, Milk, Milk Barista Oat	24/25PO4440	54.86	54.86	-	54.86
DDR WC Fruit - PP - Lemons and limes	24/25PO4441	8.10	8.10	-	8.10
DDR WC Fruit - PP - Milk and Milk Barista Oat	24/25PO4442	17.68	17.68	-	17.68
DDR WC Fruit - PP - Milk and Milk Barista Oat	24/25PO4443	15.45	15.45	-	15.45
DDR WC Fruit - PP - Parsnips, eggs, carrots, Red cabbage, celeriac, limes	24/25PO4444	212.73	212.73	-	212.73
DDR WC Fruit - PP - Chestnut mushrooms, Little gem lettuce, radicchio, potatoes	24/25PO4445	72.69	72.69	-	72.69
DDR WC Fruit -PP - Milk	24/25PO4446	4.70	4.70	-	4.70
DDR WC Fruit - PP - Milk and Milk Barista Oat	24/25PO4447	17.68	17.68	-	17.68
DDR WC Fruit - PP - Milk and Milk Barista Oat	24/25PO4448	17.68	17.68	-	17.68
DDR WC Fruit - PP - Limes, lemons, juicing oranges, Milk, milk Barista oat	24/25PO4449	32.23	32.23	-	32.23
DDR WC Fruit - PP - Milk and Milk Barista Oat	24/25PO4450	24.86	24.86	-	24.86
DDR WC Fruit - PP - Carrots, Parsnips, Thyme, Coriander, butternut squash	24/25PO4451	226.54	226.54	-	226.54
DDR WC Fruit - PP - Potatoes, Juicing oranges, lemons & limes	24/25PO4452	21.74	21.74	-	21.74
DDR WC Fruit - PP - Eggs, Strong white flour, KTC Veg oil, Milk, Crisps	24/25PO4453	142.31	142.31	7.63	134.68
DDR WC Fruit - PP - Milk and Milk Barista Oat	24/25PO4454	15.45	15.45	-	15.45
DDR WC Fruit - PP - Gourmet salad, Fennel, milk, Milk Barista Oat, Twix, Aero	24/25PO4455	153.35	153.35	6.30	147.05
DDR WC Fruit - PP - Aero milk	24/25PO4456	17.56	17.56	2.93	14.63
DDR WC Fruit - PP - Les Pommes Frites Moyennes 14mm Koffmans	24/25PO4457	42.85	42.85	-	42.85
DDR WC Fruit - PP - Milk and Milk Barista Oat	24/25PO4458	17.68	17.68	-	17.68
DDR WC Fruit - PP - Butternut squash, Red cooking wine, Brie,Burt Crisps	24/25PO4459	76.76	76.76	1.80	74.96
Lloyds CC Mountain Warehouse - OPO - First aid Chunky blankets	24/25PO4460	60.16	60.16	10.03	50.13
Lloyds CC 1 x Day Ticket for Visit Cornwall Tourism Summit on 15.01.25	24/25PO4461	55.00	55.00	-	55.00
Lloyds CC 2 x Day Ticket for Visit Cornwall Tourism Summit on 16.01.25	24/25PO4462	110.00	110.00	-	110.00
BACS 24/25TDF001A -David Crooks - TDF for Blueprint - Exterior Decoration for ne	24/25PO4463	878.00	878.00	-	878.00
BACS Ask - Asbestos samples below main stage PP	24/25PO4464	288.00	288.00	48.00	240.00
BACS Big Dug - Mobile Pedestal x2 drawers for HA in main office	24/25PO4465	212.84	212.84	35.47	177.37
BACS Big Dug - Air Lumber Office Chair JS in AG	24/25PO4466	695.94	695.94	115.99	579.95
Total BACS -Big Dug		908.78	908.78	151.46	757.32
BACS Cornwall Council - Learning Hub for Roo Pescod	24/25PO4467	44.40	44.40	7.40	37.00
BACS Roasting Room - Brazil single estate, single origin coffee PP	24/25PO4468	443.08	443.08	-	443.08
BACS SWW - 4/10/24-9/1/25 2nd floor OPO water	24/25PO4469	203.48	203.48	15.48	188.00
BACS SWW - 4/10/24-9/1/25 1st Floor OPO Water	24/25PO4470	258.01	258.01	19.06	238.95
BACS Timberplay - Wooden body with seats for sml see-saw + spare Gdune	24/25PO4471	1,335.84	1,335.84	222.64	1,113.20
BACS Travis Perkins - Concrete reinforcement steel fabric-skate park	24/25PO4472	49.79	49.79	8.30	41.49
BACS Travis Perkins - HG BSW CLS x5, Plywood x2 AG	24/25PO4473	84.70	84.70	14.12	70.58
Total BACS -Travis Perkins		134.49	134.49	22.42	112.08
		120,818.66	120,818.66	15,611.80	105,206.86

FALMOUTH TOWN COUNCIL

Month Jan-25
Meeting Date 24/02/2025

Finance & General Purpose Meeting

Schedule of payments made for approval at above meeting

Cheque No	Inv No:	Inv Total	Gross	VAT	NET
BACS Western Flat Roofing - OPO-office flat roof	24/25PO4474	1,620.00	1,620.00	270.00	1,350.00
BACS Withey - 8/1 replace chain breaking spring for Asset 15-Grounds	24/25PO4475	157.00	157.00	26.17	130.83
BACS 24/25TDF014- R Morgan -TDF for Roma Surfshop - Glass for shop front	24/25PO4476	461.28	461.28	-	461.28
CN BritGas - 1-30/11/24 PP Gas Cancels 724028930	24/25PO4477	- 14.93	- 14.93	- 0.71	- 14.22
CN BritGas - 1-31/10/24 PP Gas Cancels 724028929	24/25PO4478	- 15.42	- 15.42	- 0.73	- 14.69
CN BritGas - 22/9-30/9/24 PP Gas Cancels 724028928	24/25PO4479	- 4.48	- 4.48	- 0.21	- 4.27
CN BritGas - 22/9-21/9/24 PP Gas Cancels 724028927	24/25PO4480	- 29.35	- 29.35	- 2.81	- 26.54
CN BritGas - 21/7-21/8/24 PP Gas Cancels 724028926	24/25PO4481	- 60.01	- 60.01	- 2.85	- 57.16
CN BritGas - 22/6-20/7/24 PP Gas Cancels 724028925	24/25PO4482	- 57.07	- 57.07	- 2.71	- 54.36
CN BritGas - 15/5-21/6/24 Pp Gas Cancels 724028924	24/25PO4483	- 74.79	- 74.79	- 3.56	- 71.23
DDR BritGas - 27/11-30/12/24 MB Electric	24/25PO4484	336.24	336.24	56.04	280.20
DDR BritGas - 2/12/24-1/1/25 PP Stable Block Electric	24/25PO4485	21.80	21.80	1.03	20.77
DDR BritGas - 7/12/24-6/1/25 Feeder Pillar Adj Bench	24/25PO4486	33.54	33.54	1.59	31.95
DDR BritGas - 4/12/24-1/1/25 Gyllyndune Cottage	24/25PO4487	230.17	230.17	10.96	219.21
BACS Nigel Rees - JCB Telehandler & driver hire 11/12/24 KP 5.5hrs	24/25PO4488	247.50	247.50	-	247.50
BACS Steve Lovelock - Protecting/covering landing carpet + clearing MB	24/25PO4489	1,868.40	1,868.40	311.40	1,557.00
BACS Seawhite - Graphite Leads, Pencil set, Art Leads, Charcoal, clay AG	24/25PO4490	126.12	126.12	21.02	105.10
BACS Waterplus - 14/12/24-14/1/25 Mortuary Water	24/25PO4491	15.28	15.28	2.55	12.73
BACS Dormakaba -x2 Engineers x5hrs,materials-repair roller shutter at AG	24/25PO4492	3,900.36	3,900.36	650.06	3,250.30
DDR BOI - 5/12/24-31/1/25 Fees DDR/Credis/Maintenance Fees	24/25PO4493	32.69	32.69	-	32.69
DDR BOI - EFT's Oct-Dec '24 x223	24/25PO4494	26.76	26.76	-	26.76
DDR BritGas - 6/12/24-5/1/25 OPO Feeder Pillar Electric	24/25PO4495	30.53	30.53	1.45	29.08
BACS Cornwall Council - Headland - CEO Provision for SLA Patrols Dec 2024	24/25PO4496	201.40	201.40	-	201.40
BACS Huck Nets (UK) - KP - Complete Rope Assembly for Climbing Whirl	24/25PO4497	5,802.00	5,802.00	967.00	4,835.00
BACS EC Jones - AG - Display Plinth lid & delivery	24/25PO4498	252.00	252.00	42.00	210.00
BACS Swift - PP - All purpose wipes, kitchen Degrease, Mult purpose cleaner	24/25PO4499	40.75	40.75	6.79	33.96
BACS Travis Perkins - PP - Treated decking timber, Stanley Tylon 8M, tape measure	24/25PO4500	30.34	30.34	5.06	25.28
19542 Carnon Carers - Grant 24/25GRA004	24/25PO4501	250.00	250.00	-	250.00
BACS Cllr L Coley Expenses - Train tickets for Cllr L Coley & K Edwards to NALC Awa	24/25PO4502	321.00	321.00	-	321.00
BACS FFC - Payment of donations received at Pavilions	24/25PO4503	296.10	296.10	-	296.10
CC AWS - Service charges 01.12.24-30.12.24 & bank charges	24/25PO4504	31.54	31.54	5.11	26.43
CC Meta - PP -New Traffic Campaign 01.12.24-31.12.24	24/25PO4505	214.06	214.06	-	214.06
DDR Lloyds Bank charges 01.12.24-31.12.24	24/25PO4506	50.00	50.00	-	50.00
DDR Lloyds Bank charges 01.12.24-31.12.24	24/25PO4507	50.00	50.00	-	50.00
BACS Star & Garter - 24/25TDF007 - TDF Grant	24/25PO4508	1,000.00	1,000.00	-	1,000.00
BACS Falmouth Age Concern - 24/25GRA002 Annual Grant	24/25PO4509	1,000.00	1,000.00	-	1,000.00
BACS Bigdug - AG - Deluxe Air Lumbar fully loaded Office charge	24/25PO4510	239.94	239.94	39.99	199.95
BACS Eve Bourrat - AG - Design work and Collection display poster	24/25PO4511	120.00	120.00	-	120.00
BACS Datashap - PP, OPO & MB photocopying Jan 2025	24/25PO4512	130.86	130.86	21.81	109.05
BACS Exco - MB - Call out, produce site layout plan & mark locations of emergency	24/25PO4513	316.80	316.80	52.80	264.00
BACS Naomi Hart - AG - Shopstock - Cards sold with SeaBed exhibition x 12	24/25PO4514	30.00	30.00	-	30.00
BACS Charles Heykoop - AG - Shopstock - 30 Greetings cards	24/25PO4515	42.00	42.00	-	42.00
BACS Paul Joines - PP - Lighting Technician for Cardinal Black 29/09/2024	24/25PO4516	150.00	150.00	-	150.00
BACS Office Smart - PP - Desk Diary DDP A4 Blue 2025	24/25PO4517	4.73	4.73	0.79	3.94
BACS Penryn Plastics - Facilities - Cut to Size clear 3mm Acylic Sheet /m2	24/25PO4518	7.99	7.99	1.33	6.66
BACS Reef Water Solutions - PP - Pipework removal.	24/25PO4519	270.00	270.00	45.00	225.00
BACS Space Engineering Services - PP - Investigate heat control feeding gren room	24/25PO4520	2,764.90	2,764.90	460.82	2,304.08
BACS Wildbrown - PP - Marketing support services Dec 24	24/25PO4521	645.00	645.00	-	645.00
BACS Baileys Country Store - Parcel string	24/25PO4522	2.99	2.99	0.50	2.49
BACS BG Electrical - Assess & fault find heater The Chapel Repair	24/25PO4523	116.40	116.40	19.40	97.00
BACS Eve Bourrat - Imagine w'shop, Discover Arts w'shop, Well being AG	24/25PO4524	600.00	600.00	-	600.00
BACS Cartridge Save- Black & tri-colour ink x2 of each	24/25PO4525	38.84	38.84	6.48	32.36
BACS Key Machine - Cylinder keys x9, Mortice keys x6 for Cemetery	24/25PO4526	66.00	66.00	11.00	55.00
BACS Cabin Coffee - Hot Choc, coffees, tea- First Poppy laying 26/10/24	24/25PO4527	47.80	47.80	-	47.80
BACS Landscape - Stihl chain, micro chain, waterproof trousers	24/25PO4528	227.46	227.46	37.91	189.55
BACS Moor News - Newspapers 5/10/24-18/1/25 OPO	24/25PO4529	39.10	39.10	-	39.10
BACS Sam Pascoe - Deinstall 'The Surrealists' prep wall/painting 'Coll Display'	24/25PO4530	600.00	600.00	-	600.00
BACS Pith - Shop Stock AG Sketchbooks	24/25PO4531	391.20	391.20	65.20	326.00
BACS SWW - 1/11/24-14/1/25 POW Toilets	24/25PO4532	2,122.48	2,122.48	-	2,122.48
BACS SWW - 4/10/24-17/1/25 Grove Place Toilets	24/25PO4533	4,162.24	4,162.24	-	4,162.24
BACS Travis Perkins - Armour thermal rubber gloves, Grounds Team	24/25PO4534	15.77	15.77	2.63	13.14
DDR BritGas - 23/11-22/12/24 The Moor Piazza Electric	24/25PO4535	57.87	57.87	2.75	55.12
DDR BritGas - 15/5/24 PP Gas-Final Bill	24/25PO4536	1.96	1.96	0.09	1.87
DDR BritGas - 3/12/24-7/1/25 MB Electric	24/25PO4537	621.38	621.38	103.56	517.82
DDR BritGas - 15/12/24-14/1/25 OPO Electric	24/25PO4538	1,766.16	1,766.16	294.36	1,471.80
BACS Freq Audio - PP - Equinox TRC100B Aluminium 100kg clamp, Seetronic owert	24/25PO4539	1,926.14	1,926.14	321.02	1,605.12
BACS AEG Presents (UK) Limited - PP - Will Young sales 21.11.24	24/25PO4540	7,625.99	7,625.99	1,270.99	6,355.00
BACS Gloweasy Promotions - EEO Budget - 250 Bamboo Curvy pens	24/25PO4541	449.00	449.00	-	449.00
BACS BG Electrical -Mortuary - Supply, wire & fit 6 x 2 gang sockets in kitchenette	24/25PO4542	636.00	636.00	106.00	530.00
BACS BG Electrical - PP - Utilise working spare lights above dressing rooms, supply	24/25PO4543	1,519.20	1,519.20	253.20	1,266.00
Total BACS - BG Electrical		2,155.20	2,155.20	359.20	1,796.00
Lloyds CC M Lewis - AG - Natural Store - Café Direct Mayan Gold & Clipper Earl Grey	24/25PO4544	9.94	9.94	-	9.94
		166,975.61	166,975.61	21,094.07	145,881.54

FALMOUTH TOWN COUNCIL

Month Jan-25
Meeting Date 24/02/2025

Finance & General Purpose Meeting

Schedule of payments made for approval at above meeting

Cheque No	Inv No:	Inv Total	Gross	VAT	NET
Lloyds CC M Lewis - AG - Milk & Oatly The Original Barista	24/25PO4545	3.70	3.70	-	3.70
Lloyds CC M Lewis - AG - Browns Leeds - Dinner during MA conference	24/25PO4546	40.00	40.00	-	40.00
Lloyds CC M Lewis - AG - Ma-He Coastal Indian - Breakfast during MA Conference	24/25PO4547	9.99	9.99	-	9.99
Lloyds CC M Lewis - AG - North Star - Breakfast during MA Conference	24/25PO4548	10.05	10.05	1.68	8.38
Lloyds CC M Lewis - AG - Morrisons - Breakfast/lunch for return train journey	24/25PO4549	8.39	8.39	-	8.39
Lloyds CC M Lewis - AG - Ma-He Coastal Indian	24/25PO4550	8.50	8.50	-	8.50
Lloyds CC M Lewis - AG - Crosscountry Train - Tea on return train journey	24/25PO4551	2.30	2.30	-	2.30
BACS Bartlett - PP Supply/fit and test pre rinse	24/25PO4552	531.60	531.60	88.60	443.00
BACS Booths - A2,A3 & A4 Posters AG	24/25PO4553	103.20	103.20	17.20	86.00
BACS Rhiannon Jandrell-Baby Jam Sessions 7&16/1/25 AG	24/25PO4554	150.00	150.00	-	150.00
BACS Landscape Supply - Planting fork, strimmer cord, rake, digging fork Groun	24/25PO4555	193.86	193.86	32.31	161.55
BACS Amy Lawrence - Folklore & Song W'shop Splanna AG	24/25PO4556	200.00	200.00	-	200.00
BACS RGB - Standard Dual flushplate for cisterns x3 Toilets	24/25PO4557	174.60	174.60	29.10	145.50
BACS RGB - Revivers Metal heads x1pr Lodge	24/25PO4558	25.00	25.00	4.17	20.83
Total BACS - RGB		199.60	199.60	33.27	166.33
BACS SWW - 4/10/24-9/1/25 OPO Water	24/25PO4559	246.21	246.21	18.52	227.69
BACS Tickbox - VM License 1/3/25-28/2/26	24/25PO4560	960.00	960.00	160.00	800.00
DDR BritGas 23/12/24-22/1/25 The Moor Piazza Electric	24/25PO4561	37.52	37.52	1.78	35.74
BACS 24/25TDF001 - Beacon Coffee TDF Grant- Exterior Shop Front	24/25PO4562	900.00	900.00	-	900.00
BACS 24/25TDF014- R Morgan - TDF for Roma Surfshop - Balance refund to Ruma	24/25PO4563	538.72	538.72	-	538.72
BACS N Burgess - Expenses - ReSource - Coursera platform project management	24/25PO4564	38.00	38.00	-	38.00
BACS T Marie - Expenses -Grounds -Sainsburys- A5 WTV diary	24/25PO4565	3.75	3.75	-	3.75
BACS T Marie - Expenses - Grounds - Coffee pods	24/25PO4565A	12.00	12.00	-	12.00
Total BACS - T Marie		15.75	15.75	-	15.75
BACS E Murphy - Expenses - Grounds - B&Q - Torch	24/25PO4566	14.99	14.99	-	14.99
BACS S Scott - Expenses - AG - Arts Council - Refreshments for learning group mee	24/25PO4567	10.50	10.50	-	10.50
BACS D Westlake - Expenses - AG - Travel to Salisbury Museum	24/25PO4568	48.73	48.73	-	48.73
BACS M Williams - Expenses - train fair to CALC & SLCC meeting	24/25PO4569	6.50	6.50	-	6.50
BACS Band of Brothers - Cllr D Clegg Community Chest	24/25PO4570	150.00	150.00	-	150.00
BACS Dracaena Kitchen - Cllr G F Evans - Community Chest	24/25PO4571	250.00	250.00	-	250.00
BACS Falmouth Town AFC - Cllrs Saunby/Coley/Konik/Jewell/Robinson - Commun	24/25PO4572	440.00	440.00	-	440.00
BACS Pendennis Leisure - Cllrs D Evans & E Sieiler - Community Chest	24/25PO4573	270.00	270.00	-	270.00
BACS Falmouth United Youth FC - Cllr D Evans - Community Chest	24/25PO4574	50.00	50.00	-	50.00
BACS Penwerris Tenants - Cllrs Konik/Pearce - Community Chest	24/25PO4575	100.00	100.00	-	100.00
BACS Source FM -ReSource- Cllrs Saunby/Coley/Konik/Edwards/Robinson- Comm	24/25PO4576	375.00	375.00	-	375.00
BACS Charterwood - KP Lodge - Lease valuation	24/25PO4577	690.00	690.00	115.00	575.00
BACS Cornwall Ferries - AG - Falriver Membership 2025/2026	24/25PO4578	1,134.00	1,134.00	189.00	945.00
BACS Denmans - MB - FT436SPW Crompton T8 Triphosphor fluorescent tube	24/25PO4579	12.17	12.17	2.03	10.14
BACS FFC - PP - Mixed Salad	24/25PO4580	14.00	14.00	-	14.00
BACS Greenham-PP- Eyewash, Sterile Dressing, Eye Pads & Bandage. Toilets-Bleac	24/25PO4581	742.09	742.09	123.68	618.41
BACS Des Hannigan - AG - Shop stock - Books	24/25PO4582	26.00	26.00	-	26.00
BACS Nick Jennings - PP - Audio engineer for Falmouth Reggae Festival	24/25PO4583	430.00	430.00	-	430.00
BACS Martyn's Maintenance-Seafront/Toilets/PP/MB/Town/Cemetery/OPO -Pain	24/25PO4584	3,720.00	3,720.00	-	3,720.00
BACS Nick Ferris - Grounds - Geen Waste from Dracaena	24/25PO4585	88.32	88.32	14.72	73.60
BACS Nisbets - PP - Essential electronic scales & high density chopping board	24/25PO4586	47.49	47.49	7.91	39.58
BACS R O'Connor - PP - DJ Session 06.12.2024	24/25PO4587	125.00	125.00	-	125.00
BACS Office Smart - AG - A4 300Gm2 paper & Foldback clips	24/25PO4588	18.59	18.59	3.10	15.49
BACS Celia Pike - AG - Shop stock - Greetings cards	24/25PO4589	66.00	66.00	-	66.00
BACS Pristine Clean - Cemetery Lodge - Gutter cleared, cleaned & washed down	24/25PO4590	260.00	260.00	-	260.00
BACS Kirsten Shanks - PP - Baking for Dec 24 -62 hours	24/25PO4591	961.00	961.00	-	961.00
BACS Trevarthen - PP - Cooked ham sliced & Smoked streaky bacon	24/25PO4592	37.99	37.99	-	37.99
BACS Speedy Asset - MB - Phase 1 works - Fence panel hire 01.01.25-13.01.25	24/25PO4593	43.20	43.20	7.20	36.00
BACS Swift - PP - Sign "This sink for handwash only"	24/25PO4594	10.22	10.22	1.70	8.52
BACS Swift - PP - Galv steel scores, sponge backed scourers, cream cleanser	24/25PO4595	59.78	59.78	9.96	49.82
Total BACS - Swift		70.00	70.00	11.67	58.33
BACS Zac Henshall - AG - Youth Prize	24/25PO4596	100.00	100.00	-	100.00
BACS Tamsin Woodford - AG - Judges Prize	24/25PO4597	400.00	400.00	-	400.00
BACS Georgie Harrison - AG - Public Choice	24/25PO4598	400.00	400.00	-	400.00
BACS Falmouth Tyres - Town- Electricity for Xmas lights 2024	24/25PO4599	60.00	60.00	-	60.00
BACS Love Skatepark - Town - Electricity for Xmas lights 2024	24/25PO4600	150.00	150.00	-	150.00
BACS Session Surf Shop - Town - Electricity for Xmas lights 2024	24/25PO4601	250.00	250.00	-	250.00
BACS Artstat - Air Hardening clay AG	24/25PO4602	3.18	3.18	0.53	2.65
BACS Artstat - Soft graphite with eraser, Table Easel AG	24/25PO4603	57.54	57.54	9.59	47.95
Total BACS - Artstat		60.72	60.72	10.12	50.60
BACS Dynamite - Viaduct keg cornish pale ale PP	24/25PO4604	54.00	54.00	9.00	45.00
BACS House of Marbles - Paper kits, craft sets, toot flutes, handbells AG	24/25PO4605	245.24	245.24	37.28	207.96
BACS Rabart - Santex, plastic scuttle, stain, brushes-Tunnel Beach	24/25PO4606	104.83	104.83	17.47	87.36
BACS SWW - 4/10/24-28/1/25 KP Glasshouses water	24/25PO4607	39.03	39.03	-	39.03
BACS SWW - 4/10/24-28/1/25 Display fountain Fixed charges	24/25PO4608	62.01	62.01	-	62.01
BACS Baileys - x5 multi purpose compost-Gyllgndune/PP	24/25PO4609	25.00	25.00	4.17	20.83
DDR BritGas - 28/11/24-14/1/25 MB Gas Bill	24/25PO4610	1,552.17	1,552.17	258.69	1,293.48
DDR BritGas - 17/12/24-23/1/25 Gyllynvase Toilets	24/25PO4611	116.38	116.38	5.54	110.84
DDR BritGas - 25/12/24-24/1/25 KP Stage	24/25PO4612	34.36	34.36	1.63	32.73
DDR BritGas - 25/12/24-24/1/25 Castle Beach Toilets	24/25PO4613	52.30	52.30	2.49	49.81
BACS Engage - Nat Ass for Gallery Education-Annual subscription AG	24/25PO4614	140.00	140.00	-	140.00
DDR BritGas - 24/12/24-23/1/25 Non Conform cemetery w'shop	24/25PO4615	113.09	113.09	5.38	107.71
		185,333.70	185,333.70	22,273.50	162,952.49

Finance & General Purpose Meeting

Schedule of payments made for approval at above meeting

Cheque No		Inv No:	Inv Total	Gross	VAT	NET
DD	Allstar - Diesel Unleaded - Fac - Grounds -	24/25PO4616	442.95	442.95	73.82	369.13
DD	RAM Tracking - Grounds & Facilities - Tracking service & maintenance 18.01.25	24/25PO4617	72.00	72.00	12.00	60.00
DD	BT - Internet Services 01.01.25-31.01.25- Corp	24/25PO4618	471.60	471.60	78.60	393.00
DD	BT -Phone & Cloud phone 01.11.24-31.03.25 - Corp	24/25PO4619	1,668.88	1,668.88	278.14	1,390.74
DD	BT - Internet line rental 01/01/25 - 31/01/25 - PP	24/25PO4620	726.00	726.00	121.00	605.00
DD	BT - Internet line rental-Corp	24/25PO4621	726.00	726.00	121.00	605.00
DD	BT -Phone, Cloud voice, Broadband & mobile 01/01/25 - 31/01/25 - Corp	24/25PO4622	750.04	750.04	125.01	625.03
DD	Citrus HR - Membership fee for 86 employees -15/01/25 - 14/02/25 - Corp	24/25PO4623	309.60	309.60	51.60	258.00
DD	DVLA - Vehicle tax- FD69LFX - Grounds	24/25PO4624	335.00	335.00	-	335.00
DD	Paymentsense - Terminal Rental 01.12.24-31.12.24- PP	24/25PO4625	185.10	185.10	30.85	154.25
DD	Clover - Service Charges & Fees 01.11.24-30.11.24 - PP	24/25PO4626	837.33	837.33	-	837.33
DD	Clover - Service Charges & Fees 01.12.24-31.12.24 - PP	24/25PO4627	676.81	676.81	-	676.81
DD	Sage - Accounts & Payroll - 01.01.25-31.01.25 - Corp	24/25PO4628	890.45	890.45	148.41	742.04
DD	B&Q - Nut Kit Key Folding Black Silicone - Unibond Grab - Cemetry	24/25PO4629	29.46	29.46	4.91	24.55
DD	B&Q - Dec Stone Bag - Plant Mover - Gro Sure - PP	24/25PO4630	325.37	325.37	54.22	271.15
DD	B&Q - Dewalt Driver & Battery Bit Holder - PP	24/25PO4631	192.14	192.14	32.02	160.12
DD	B&Q - Cellusse Sponge - Green Mask - Roller Frame - PP	24/25PO4632	176.66	176.66	29.44	147.22
DD	B&Q - Dust Pan & Brush - Flower Fork - PP	24/25PO4633	69.50	69.50	11.58	57.92
DD	B&Q - D Tye Shackle Butt Joint Connector - Cemetry	24/25PO4634	82.02	82.02	13.70	68.32
DD	B&Q - Squire Combi Schackle - PP	24/25PO4635	16.15	16.15	2.69	13.46
DD	B&Q - Combi Padlock - Scruffs Switchback - Parks	24/25PO4636	103.55	103.55	6.95	96.60
DD	B&Q - Thermal Glove Large - Grounds	24/25PO4637	12.00	12.00	2.00	10.00
DD	Screwfix - Fire Assembly Point Sign - PP	24/25PO4638	9.99	9.99	1.67	8.33
DD	Screwfix - Nylon Lock Nuts - PP	24/25PO4639	32.16	32.16	5.36	26.80
DD	Screwfix - Dewalt Newark Boots - Grounds	24/25PO4640	68.99	68.99	-	68.99
DD	Screwfix - Podium Tag Kit - Safety Helmet - Fac	24/25PO4641	53.98	53.98	6.67	47.31
DD	Screwfix - CCTV Operation Sign - Keep Out Sign - Fac	24/25PO4642	22.96	22.96	3.83	19.13
DD	W C Fruit - Eggs Parsley Milk - PP	24/25PO4643	74.58	74.58	-	74.58
DD	W C Fruit - Celeriac - Milk - Bacon - PP	24/25PO4644	57.01	57.01	-	57.01
DD	W C Fruit - Salad Gourmet Milk Olive Oil - PP	24/25PO4645	122.38	122.38	-	122.38
DD	W C Fruit - Lemon Limes Milk - PP	24/25PO4646	17.57	17.57	-	17.57
DD	W C Fruit - Chocolate Brownie - PP	24/25PO4647	39.98	39.98	-	39.98
DD	W C Fruit - Milk - PP	24/25PO4648	10.59	10.59	-	10.59
DD	W C Fruit - Parsley Carrot Milk - PP	24/25PO4649	82.27	82.27	4.50	77.77
DD	W C Fruit - Milk - Oat Skimmed & Full - PP	24/25PO4650	15.45	15.45	-	15.45
DD	W C Fruit - Milk - Oat Skimmed & Full - PP	24/25PO4651	17.68	17.68	-	17.68
DD	W C Fruit - Lemon Limes Milk - PP	24/25PO4652	20.03	20.03	-	20.03
DD	W C Fruit - Fennel Celery Parsley - PP	24/25PO4653	79.17	79.17	-	79.17
DD	W C Fruit - Milk Oat - PP	24/25PO4654	5.30	5.30	-	5.30
DD	W C Fruit - Milk Oat - PP	24/25PO4655	5.30	5.30	-	5.30
DD	W C Fruit - Eggs Coriander Milk - PP	24/25PO4656	62.93	62.93	-	62.93
DD	W C Fruit - Milk - Vej Oil - PP	24/25PO4657	83.92	83.92	-	83.92
DD	W C Fruit - Eggs Potato Fries Tomatoes - PP	24/25PO4658	64.50	64.50	-	64.50
DD	W C Fruit - Pastry Puff - PP	24/25PO4659	38.86	38.86	-	38.86
DD	W C Fruit - Milk - Flapjacks - Chocolate Brownies - PP	24/25PO4660	179.52	179.52	-	179.52
DD	W C Fruit - Lemon Limes - PP	24/25PO4661	4.05	4.05	-	4.05
DD	W C Fruit - Eggs Sage Parsley - PP	24/25PO4662	86.31	86.31	-	86.31
DD	W C Fruit - Basil Celery Carrot - PP	24/25PO4663	241.13	241.13	-	241.13
CC	Argos - Backgammon & Pop the Pig Games - Cultural	24/25PO4664	93.00	93.00	15.50	77.50
CC	Agg Industries - Skate Park Benches - Parks	24/25PO4665	73.99	73.99	-	73.99
CC	Airtable - Sterling & Bank Fees - PP	24/25PO4666	41.92	41.92	-	41.92
CC	Amazon - Trodant Replaement Ink Pads - Corp	24/25PO4667	15.18	15.18	2.54	12.64
CC	Amazon - Tecknet Keyboard Wrist Rest - Wireless Keyboard - Corp	24/25PO4668	41.72	41.72	7.45	34.27
CC	Amazon - Library Games - Cultural	24/25PO4669	39.90	39.90	6.65	33.25
CC	Amazon - London Coffee Cups - PP	24/25PO4670	7.99	7.99	1.33	6.66
CC	Easyspace - Domain - Corp	24/25PO4671	17.48	17.48	2.91	14.57
CC	Easyspace - Domain - Corp	24/25PO4672	26.94	26.94	4.49	22.45
CC	Easyspace - Domain Yearly Billing Fee falmouthseashanty.co.uk- Corp	24/25PO4673	17.48	17.48	2.91	14.57
CC	Greenbank Hotel - Cllr G F Evans - 4 Lunches - Civic	24/25PO4674	106.10	106.10	17.68	88.42
CC	Impact - Postage - Spring Flower Show - Corp	24/25PO4675	4.50	4.50	-	4.50
CC	Impact Trophies - Tulip Handmade Metal Trophy - Spring Flower Show	24/25PO4676	114.47	114.47	19.08	95.39
CC	Mailchimp - Standard Plan - Additional Contact Blocks January 25 - PP	24/25PO4677	59.53	59.53	-	59.53
CC	Mailchimp - Standard Plan - Additional Contact Blocks December 24 - PP	24/25PO4678	57.16	57.16	-	57.16
CC	Mitre - 25 Essential Occasions Tableclothes - PP	24/25PO4679	1,127.40	1,127.40	187.90	939.50
CC	Microsoft - 365 Business Basic - 15/01/25 - 14/02/25	24/25PO4680	9.80	9.80	-	9.80
CC	Microsoft - 365 Business Basi - 21/01/25 - 20/02/25	24/25PO4681	93.10	93.10	-	93.10
CC	Microsoft - Planner Plan 1 - 08/01/25 - 07/02/25	24/25PO4682	8.20	8.20	-	8.20
CC	Microsoft - Enterprise Mobility & Security E5 - 24/01/24 - 23/02/25	24/25PO4683	877.50	877.50	-	877.50
CC	Microsoft - 365 Business Premium - 01/01/25 - 31/01/25	24/25PO4684	144.80	144.80	-	144.80
CC	Microsoft - Azure Standard - 01/12/24-31/12/24 Corp	24/25PO4685	733.90	733.90	122.31	611.59
CC	Team Gantt - Lite Manager - 30/12/24 - 30/01/25 & bank charges	24/25PO4686	23.04	23.04	3.82	19.22
			199,664.02	199,664.02	23,888.05	175,668.27

FALMOUTH TOWN COUNCIL

Month Jan-25
Meeting Date 24/02/2025

Finance & General Purpose Meeting

Schedule of payments made for approval at above meeting

Cheque No	Inv No:	Inv Total	Gross	VAT	NET
CC Trainline - Camborne Paddington return - M Williams - Corp	24/25PO4687	160.98	160.98	-	160.98
CC Vospers - Grounds FD69LFX - R&I timing belt & sump, oil, v -belt, bolt hex. He	24/25PO4688	1,600.00	1,600.00	266.67	1,333.33
Lloyd Cc Agg Industries - Skatepark - GEN1 20mm Cem L s.1	24/25PO4689	129.49	129.49	21.58	107.91
Lloyd Cc Agg Industries - Skatepark - GEN1 20mm Cem L s.1 for benth plynths	24/25PO4690	73.99	73.99	12.33	61.66
Lloyd Cc ICON - Delegate Ticket Non Member J Moss - Cultural	24/25PO4691	15.00	15.00	-	15.00
Lloyd Cc Collections Trust -Transfer of title forms, Objext exit forsm, P&P - Cultural	24/25PO4692	150.60	150.60	25.10	125.50
Lloyd Cc TSSC - Puncture Gloves - Grounds	24/25PO4693	53.70	53.70	8.95	44.75
Lloyd Cc Hedges Direct - Draceana Verge - Beech 40/60cm bare root x 50 & canes	24/25PO4694	132.98	132.98	22.16	110.82
Lloyd Cc Spaldings - Bulldog 210mm Folding Pruning Saw - Grounds	24/25PO4695	97.54	97.54	16.26	81.28
CC American Express - Bank Charges to 01.01.25- Corp	24/25PO4696	5.21	5.21	-	5.21
BACS Smoking Longhorn (Russell Ferris)- PP -Refund of overpayment -Inv 3020	24/25PO4697	20.00	20.00	-	20.00
CC Amazon - OPO - Wireless Vertical Ergonomic optical mouse	24/25PO4698	16.99	16.99	2.83	14.16
CN Argos - Refund of returned Backgammon	24/25PO4699	- 12.00	- 12.00	- 2.00	- 10.00
CN WC Fruit - PP - KTC Extended veg oil poly bottle	24/25PO4700	- 72.94	- 72.94	-	- 72.94
HMRC-PAYE Jan 2025	24/25PO4701	13,476.32	13,476.32	-	13,476.32
HMRC - NI Jan 2025	24/25PO4702	17,591.26	17,591.26	-	17,591.26
Student Loans - Jan 2025	24/25PO4703	405.00	405.00	-	405.00
Total BACS - HMRC		31,472.58	31,472.58	-	31,472.58
CC-Pensions-Jan 2025	24/25PO4704	34,071.61	34,071.61	-	34,071.61
CC- Pensions additional pyt 10 of 12	24/25PO4705	600.00	600.00	-	600.00
Total BACS - CC Pensions		34,671.61	34,671.61	-	34,671.61
Standard Life - MJC - AVC	24/25PO4706	90.00	90.00	-	90.00
Unison Membership Fees	24/25PO4707	62.45	62.45	-	62.45
Net Wages	24/25PO4708	115,943.34	115,943.34	-	115,943.34
CLOSED		-	-	-	-
		384,275.54	384,275.54	24,261.93	359,905.91

FALMOUTH TOWN COUNCIL PETTY CASH SCHEDULE

Period: Jan-25

Date	Total Amount			Rec'pt	Code	Cashed Cheque	Meeting Exp	Parking	Post	Civic	Mayoral	Facilities	Pavilions Misc	Cemetery Misc	MB	Stat	PO Building	Events	Sundry Items	Running Balance
Code	OB	VAT	Net				ME	CP	P	C	M	F	PP	CM	MB	S	PB	E	SI	198.48
02.01.2025	22.09		22.09	1186	F		-	-	-	-	-	22.09	-	-	-	-	-	-	-	176.39
02.01.2025	1.20		1.20	1187	me		1.20	-	-	-	-	-	-	-	-	-	-	-	-	175.19
06.01.2025	2.90		2.90	1188	me		2.90	-	-	-	-	-	-	-	-	-	-	-	-	172.29
07.01.2025	20.45		20.45	1189	me		20.45	-	-	-	-	-	-	-	-	-	-	-	-	151.84
07.01.2025	13.70		13.70	1190	f		-	-	-	-	-	13.70	-	-	-	-	-	-	-	138.14
09.01.2025	1.45		1.45	1191	me		1.45	-	-	-	-	-	-	-	-	-	-	-	-	136.69
09.01.2025			-		19541	161.86	-	-	-	-	-	-	-	-	-	-	-	-	-	298.55
10.01.2025	8.95		8.95	1192	PP		-	-	-	-	-	-	8.95	-	-	-	-	-	-	289.60
13.01.2025	2.90		2.90	1193	me		2.90	-	-	-	-	-	-	-	-	-	-	-	-	286.70
16.01.2025	2.10		2.10	1194	si		-	-	-	-	-	-	-	-	-	-	-	-	2.10	284.60
17.01.2025	7.05		7.05	1195	ME		7.05	-	-	-	-	-	-	-	-	-	-	-	-	277.55
20.01.2025	2.90		2.90	1196	me		2.90	-	-	-	-	-	-	-	-	-	-	-	-	274.65
24.01.2025	1.45		1.45	1197	me		1.45	-	-	-	-	-	-	-	-	-	-	-	-	273.20
27.01.2025	2.90		2.90	1198	me		2.90	-	-	-	-	-	-	-	-	-	-	-	-	270.30
30.01.2025	13.35		13.35	1199	F		-	-	-	-	-	13.35	-	-	-	-	-	-	-	256.95
31.01.2025	11.55		11.55	1200	me		11.55	-	-	-	-	-	-	-	-	-	-	-	-	245.40
			-				-	-	-	-	-	-	-	-	-	-	-	-	-	245.40
			-				-	-	-	-	-	-	-	-	-	-	-	-	-	245.40
			-				-	-	-	-	-	-	-	-	-	-	-	-	-	245.40
	114.94	0.00	114.94				114.94	54.75	-	-	-	49.14	8.95	-	-	-	-	-	2.10	

Nominal Codes

5030 5017 5010 5408 5705 6359 5695 5220 5012 5352 5457 5030

Town Clerk

Councillor

Councillor

Finance Use Only

VAT Journals

	DR	CR
2201 - vat	£ -	
Various		£ -

NB add additional NL's depending on monthly expenditure

FALMOUTH ART GALLERY PETTY CASH SCHEDULE

300

Period: December 2024

Date	Total Amount	VAT	NET	Voucher	Code	Cheque Cashed	MB - Repairs Renewals	MB - cleaning	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 - Gallery and Misc	CS - Shop Items	CS - Education and Outreach	CS - Funded Projects	CS - Library and Misc	CS - Arts Council	Running Balance
Code	Opening Bal						RR	CL	PO	S	C	SE	PA	CON	PM	EC	PAR	SEM	W	G	SH	EO	FU	L	ART	103.64
07/01/2025	7.89	1.32	6.57	2408	g		-	-	-	-	-	-	-	-	-	-	-	-	-	6.57	-	-	-	-	-	95.75
07/01/2025	4.50		4.50	2409	c		-	-	-	-	4.50	-	-	-	-	-	-	-	-	-	-	-	-	-	-	91.25
07/01/2025	3.56	0.59	2.97	2410	ec		-	-	-	-	-	-	-	-	-	2.97	-	-	-	-	-	-	-	-	-	87.69
07/01/2025	0.85		0.85	2411	c		-	-	-	-	0.85	-	-	-	-	-	-	-	-	-	-	-	-	-	-	86.84
07/01/2025	22.20	3.70	18.50	2412	w		-	-	-	-	-	-	-	-	-	-	-	-	18.50	-	-	-	-	-	-	64.64
07/01/2025	1.65		1.65	2413	c		-	-	-	-	1.65	-	-	-	-	-	-	-	-	-	-	-	-	-	-	62.99
07/01/2025	7.35		7.35	2414	c		-	-	-	-	7.35	-	-	-	-	-	-	-	-	-	-	-	-	-	-	55.64
07/01/2025	13.34	2.22	11.12	2415	c		-	-	-	-	11.12	-	-	-	-	-	-	-	-	-	-	-	-	-	-	42.30
07/01/2025	7.50		7.50	2415A	c		-	-	-	-	7.50	-	-	-	-	-	-	-	-	-	-	-	-	-	-	34.80
07/01/2025	9.15	1.53	7.62	2416	w		-	-	-	-	-	-	-	-	-	-	-	-	7.62	-	-	-	-	-	-	25.65
07/01/2024	8.94		8.94	2417	l		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	8.94	-	16.71
09/01/2024						283.29	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	300.00
14/01/2025	21.00		21.00	2418	c		-	-	-	-	21.00	-	-	-	-	-	-	-	-	-	-	-	-	-	-	279.00
14/01/2025	3.00		3.00	2419	c		-	-	-	-	3.00	-	-	-	-	-	-	-	-	-	-	-	-	-	-	276.00
14/01/2024	1.20		1.20	2420	c		-	-	-	-	1.20	-	-	-	-	-	-	-	-	-	-	-	-	-	-	274.80
14/01/2024	5.14		5.14	2421	c		-	-	-	-	5.14	-	-	-	-	-	-	-	-	-	-	-	-	-	-	269.66
14/01/2025	8.66		8.66	2422	g		-	-	-	-	-	-	-	-	-	-	-	-	-	8.66	-	-	-	-	-	261.00
16/01/2025	2.70		2.70	2423	c		-	-	-	-	2.70	-	-	-	-	-	-	-	-	-	-	-	-	-	-	258.30
16/01/2025	23.21		23.21	2424	art		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	23.21	235.09
16/01/2025	12.65		12.65	2425	art		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	12.65	222.44
21/01/2025	2.70		2.70	2426	c		-	-	-	-	2.70	-	-	-	-	-	-	-	-	-	-	-	-	-	-	219.74
21/01/2025	6.00		6.00	2427	c		-	-	-	-	6.00	-	-	-	-	-	-	-	-	-	-	-	-	-	-	213.74
21/01/2025	1.20		1.20	2428	c		-	-	-	-	1.20	-	-	-	-	-	-	-	-	-	-	-	-	-	-	212.54
21/01/2025	6.49		6.49	2429	g		-	-	-	-	-	-	-	-	-	-	-	-	-	6.49	-	-	-	-	-	206.05
21/01/2025	1.20		1.20	2430	c		-	-	-	-	1.20	-	-	-	-	-	-	-	-	-	-	-	-	-	-	204.85
21/01/2025	7.50		7.50	2431	ec		-	-	-	-	-	-	-	-	-	7.50	-	-	-	-	-	-	-	-	-	197.35
21/01/2025	8.60		8.60	2432	art		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	8.60	188.75	
28/01/2025	2.50		2.50	2433	c		-	-	-	-	2.50	-	-	-	-	-	-	-	-	-	-	-	-	-	-	186.25
28/01/2025	5.54		5.54	2434	c		-	-	-	-	5.54	-	-	-	-	-	-	-	-	-	-	-	-	-	-	180.71
28/01/2025	4.20		4.20	2435	c		-	-	-	-	4.20	-	-	-	-	-	-	-	-	-	-	-	-	-	-	176.51
28/01/2025	2.70		2.70	2436	c		-	-	-	-	2.70	-	-	-	-	-	-	-	-	-	-	-	-	-	-	173.81
28/01/2025	4.00		4.00	2437	c		-	-	-	-	4.00	-	-	-	-	-	-	-	-	-	-	-	-	-	-	169.81
28/01/2025	16.28		16.28	2438	s		-	-	-	16.28	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	153.53
	233.40	9.36	224.04			202.32	-	-	-	16.28	96.05	-	-	-	-	10.47	-	-	26.12	21.72	-	-	-	8.94	44.46	

Nominal Codes

Non Vat	5220	5230	5804	5805	5808	5809	5811	5812	5813	5815	5816	5817	5818	5819	5821	5822	5823	5825	5827								
Vat	-	-	-	16.28	84.93	-	-	-	-	7.50	-	-	-	15.15	-	-	-	8.94	44.46								
					11.12					2.97			26.12	6.57													

Town Clerk

103.64

Councillor

Finance Use Only

VAT Journals

		CR	
2201 - vat	9.36		
various		£	9.36
			-
			9.36

NB add additional NL's depending on monthly expenditure

PP - GG PETTY CASH SCHEDULE

Period: Dec 24

Date	Total Amount	VAT	NET	Voucher	Code	Cheque Rec'd/Opening Bal	GG - GM	GG - Misc Grounds	PP - Events	PP - SFS	PP - Catering Supplies	PP - Cleaning	PP - Misc	Running Balance
							GM	MG	PE	SFS	CS	CL	MC	28.65
09/01/2025					Chq No:	271.35			-	-	-	-	-	300.00
03/01/2025	11.75		11.75	24/97	MC				-	-	-	-	11.75	288.25
13/01/2025	12.99		12.99	24/98	mc				-	-	-	-	12.99	275.26
14/01/2025	23.80		23.80	24/99	mc				-	-	-	-	23.80	251.46
17/01/2025	5.15	0.86	4.29	24/100	mc				-	-	-	-	4.29	246.31
24/01/2025	11.00		11.00	24/101	mc				-	-	-	-	11.00	235.31
25/01/2025	3.98		3.98	24/102	cs				-	-	3.98	-	-	231.33
27/01/2025	27.50		27.50	24/103	cs				-	-	27.50	-	-	203.83
28/01/2025	5.96		5.96	24/104	mc				-	-	-	-	5.96	197.87
30/01/2025	29.97	5.00	24.97	24/105	mc				-	-	-	-	24.97	167.90
30/01/2025	9.96		9.96	24/106	mc				-	-	-	-	9.96	157.94
30/01/2025	4.36		4.36	24/107	mc				-	-	-	-	4.36	153.58
31/01/2025	14.21		14.21	24/108	mc				-	-	-	-	14.21	139.37
							-	-	-	-	-	-	-	139.37
	160.63	5.86	154.77			154.77	-	-	-	-	31.48	-	123.29	
			160.63											

Nominal Codes

6300	6302	6362	6364	6356	6351	6359
		-				94.03
		-				29.26

non VAT
VAT

Town Clerk

Councillor

Councillor

FALMOUTH TOWN COUNCIL

Minutes of a Meeting of the Planning & Licensing Committee held on Monday 16th December 2024 in the Atherton Suite, The Old Post Office, Falmouth at 6.00 pm.

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

Councillors D Saunby CC & Magowan CC also attended.

In Attendance: E Middleditch (Administration Officer)

Also Attended: Mr & Mrs Jordan (PA24/09156 – 33 Woodlane, 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.

P6280 APOLOGIES

An apology for absence was received and approved from Councillor G F Evans MBE (ill).

P6281 INTERESTS AND DISPENSATIONS

None.

P6282 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 2nd December 2024 be approved as a correct record of the proceedings and signed by the Chair.

P6283 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 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.

P6284 **HIGHWAYS/TRAFFIC MANAGEMENT/ROAD SAFETY**

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

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

Members duly noted road closure on Trelawney Road, Falmouth from 16th December 2024 to 20th December 2024 (07:30 to 17:00 hours) for Cormac Solutions Ltd to carry out works.

Members duly noted road closure on road From Hillhead Road to Penwarne Road, Argal and Hillhead Road, Kergilliack from 17th December 2024 to 18th December 2024 (08:00 to 16:00 hours) for Cormac Solutions Ltd to carry out works.

Members duly noted road closure on Frobisher Terrace, Falmouth from 6th January 2025 to 8th January 2025 (08:00 to 18:00 hours) for Kelly Traffic Management to carry out works.

Members duly noted road closure on Clifton Place, Falmouth on 8th January 2025 (07:30 to 17:00 hours) for Cormac Solutions Ltd to carry out works.

Members duly noted road closure on Trelawney Road, Falmouth for the week commencing 16th December 2024 (7am onwards) for Cornwall Council to fell 3 trees following local consultation earlier this year, 3 lime trees are to be removed as part of the first phasing of the work.

P6285 **DECISION LIST**

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

P6286 **LICENSING**

None.

P6287 **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 6.35pm.

Signed: Dated:

APPENDIX I

16TH DECEMBER 2024

1. **Boslowick** **PA24/08263** **Mr Mark Stevenson**
(Case Officer: **Chloe Britten – Chloe.Britten@cornwall.gov.uk**)
Works to Trees covered by a Tree Preservation Order (TPO) – 2 Oaks – To fell. Birch –
To fell.
28 Fawkener Close, Falmouth.

Recommend approval as these trees present a danger to persons and property as the oaks are in very poor condition and the birch is liable to failure as it is being undermined by the stream.

2. **Boslowick** **PA24/08939** **Mr Paul Rayment**
(Case Officer: **Chloe Britten – Chloe.Britten@cornwall.gov.uk**)
Works to trees subject to a Tree Preservation Order. Works include the felling of two mature Sycamore trees that appear to be in an advance state of decline.
Thalassa, 1 Stewart Court, Falmouth.

The two mature Sycamores are in decline and it may be preferable to pollard the trees rather than felling therefore the Council would like to defer that decision to Cornwall Council's Tree Officer for the area.

3. **Boslowick** **PA24/08945** **Mr Tim Brettell**
(Case Officer: **Abbie Franklin – Abbie.Franklin@cornwall.gov.uk**)
Works to trees subject to a Tree Preservation Order (TPO), works include T1 – Oak –
Fell to reduce the risk of damage to property or persons. This tree is within close proximity and leaning towards the building. Replant a tree of the same species as shown on the sketch plan.
MSB Fitness Ltd, 2 Falmouth Business Park, Bickland Water Road, Falmouth.

Recommend refusal as this is a perfectly healthy Oak, there is no evidence of any ground movement or anything else that suggests that the tree may fall on the building. The tree is growing at a slight angle, this is caused by a smaller Oak growing from its base. The Council does not support the application to fell the large Oak, but can see reason to fell the small one growing from the base'.

4. **Penwerris** **PA24/08958** **Mr Luck**
(Case Officer: **Chloe Britten – Chloe.Britten@cornwall.gov.uk**)
Works to Trees within a Conservation Area (TCA) – Felling of Cypress tree T1.
17 Stratton Terrace, Falmouth.

Recommend approval as the Cypress has been poorly pruned in the past resulting in multi stems liable to failure in the near future. It is not an appropriate tree for the position and it severely impacts light to the property.

5. Penwerris [PA24/09038](#) **Madeline Foreman**
(Case Officer: Mark Ball – Mark.Ball@cornwall.gov.uk)

Works to trees in a conservation area (CA), works include T1 – 1x medium sized plum – reduce height to approx. 3m, and reduce spread to 1m laterally to all aspects.
30 Dunstanville Terrace, Falmouth.

Recommend approval as this little plum tree has no public amenity value and it requires pruning due to it being so close to both the garden wall and a property.

6. Penwerris [PA24/09047](#) **Mr Leslie McCune**
(Case Officer: Abbie Franklin – Abbie.Franklin@cornwall.gov.uk)

Works to trees in a conservation area (CA), works include reducing and shaping one Copper Beech (T1) and one Holly (T2).
St Annes, 5 North Parade, Falmouth.

Recommend approval as this is repeated formative pruning that will allow both trees to exist in their constructed location.

7. Arwenack [PA24/09103](#) **Elephant Walk Properties**
(Case Officer: Chloe Britten – Chloe.Britten@cornwall.gov.uk)

Works to Tree within a Conservation Area (TCA) - The proposal is to carry out pruning works to 1 large Bay tree (T1) situated in the rear garden of 37 Woodlane.
Flat 1, 37 Woodlane, Falmouth

Recommend approval as the Bay tree is very close to the property therefore the pruning works are acceptable.

8. Arwenack [PA24/09112](#) **Kevin Lavery**
(Case Officer: Mark Webb – Mark.Webb@cornwall.gov.uk)

Replacement of the rotten, first floor projecting bay window.
1 Florence Place, Falmouth.

Recommend Approval.

9. Arwenack [PA24/09192](#) **Mrs Doughty**
(Case Officer: Abbie Franklin – Abbie.Franklin@cornwall.gov.uk)

Works to trees in a conservation area (CA), works include (insert proposed works as details on the application form) G1- This hedge consists of mainly escalonia- remove to enable replanting.
Maskee House, 4 Spernen Wyn Road, Falmouth.

For Information Only

APPENDIX II

- 1. Arwenack** **Mrs Winslade**
(Case Officer: Helen Trebilcock – Helen.Trebilcock@cornwall.gov.uk)
Application for the proposed construction of a single storey dwelling in the existing curtilage of Carberry House.
St Ruan, Tresahar Road, Falmouth.

Recommend approval.
- 2. Arwenack** **Mr A Burgwin**
(Case Officer: Mark Ball – Mark.Ball@cornwall.gov.uk)
'Demolition of the existing building and development of 28 residential apartments (Use Class C3) with external landscaping, access, car parking and associated works.' without compliance with Condition 2 of decision notice PA20/09821 approved at appeal under reference APP/D0840/W/22/3304379 dated 10/11/23.
Sheldon House Nursing Home, Sea View Road, Falmouth.

Recommend approval.
- 3. Penwerris** **Mr P Ingram**
(Case Officer: Mark Webb – Mark.Webb@cornwall.gov.uk)
Use of land for a temporary car park for a period of five years.
8-10 Webber Street, Falmouth

Recommend refusal as the car parking is very tight and in terms of design it detracts from the Conservation Area and is against NDP Policy TC5.
- 4. Trescobeas and Budock** **Richard & Louise Collett**
(Case Officer: Helen Trebilcock – Helen.Trebilcock@cornwall.gov.uk)
Application for Technical Details Consent (TDC) following Permission in Principle approval PA24/00852 dated 11.03.2024.
Land Rear Of Chy Avallen, 69 Trescobeas Road, Tremanor Way, Falmouth.

Recommend refusal due to overdevelopment and insufficient access.
- 5. Arwenack** **Mr and Mrs A Jordan**
(Case Officer: Mark Webb – Mark.Webb@cornwall.gov.uk)
The proposed subdivision of the top floors of the dwelling to form 2 apartments, the change of use of the annexe to a self-contained apartment, the demolition of two ground floor buildings and various extensions and alterations to the existing buildings.
33 Woodlane, Falmouth, TR11 4RA.

Recommend approval.

TOWN AND COUNTRY PLANNING ACT 1971

FOR SUBMISSION TO THE COUNCIL ON 16TH DECEMBER 2024

Name of Applicant	Work, Location, App. Number	Decision
Mr and Mrs Oliver	Alterations, extension, new first floor accommodation and revised driveway. 24 Tredova Crescent, Falmouth. PA24/05880	Approved*
Skyblue Properties	Pre-application advice relating to a proposed redesign of a previously approved scheme PA21/08575 Construction of new dwelling approved 13/12/21. Land North of 58 Kimberley Road, Trevethan Road, Falmouth. PA24/01193/PREAPP	Closed – advice given
Mrs Francesa Healey	Proposal to rebuild 42 foot of existing brick boundary wall to original height in the original position. 15 Dunstanville Terrace, Falmouth. PA24/02441	Approved
Mr Nathan Sheehy	Listed Building Consent for internal and external repairs along with replacement windows. 21A High Street, Falmouth. PA24/06622	Withdrawn
Mr Nigel Carpenter	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. PA24/07518	Discharged
Mrs Francesa Healey	Listed Building Consent for rebuilding 42 foot of existing brick boundary wall with existing leaned bricks to original height in the original position. 15 Dunstanville Terrace, Falmouth PA24/07775	Approved
Mr and Mrs Goldburn	Existing access and driveway widened with replacement gates and posts. Cleeve, 19 Spernen Wyn Road, Falmouth. PA24/08160	Approved
Mr Paul Cull	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	Decided not to make a TPO

	<p>neighbour's tree and remove branch stubs.</p> <p>9 Dunstanville Terrace Falmouth, PA24/08609</p>	
<p>Durga Vara Prasad Vasupalli</p>	<p>Under The Electronic Communications Code (Conditions and restrictions) (Amendment) Regulations 2017 - BT intends to install fixed line broadband electronic communications apparatus. Street Record, Penwerris Terrace, Falmouth.</p> <p>PA24/08917</p>	<p>Closed – advice given</p>

FALMOUTH TOWN COUNCIL

Minutes of a Meeting of the Planning & Licensing Committee held on Monday 13th January 2025 in the Atherton Suite, The Old Post Office, Falmouth at 6.00 pm.

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

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

Also Attended: M Hormann (PA24/09407 – 7 Fenwick Road, 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.

P6288 **APOLOGIES**

None.

P6289 **INTERESTS AND DISPENSATIONS**

None.

P6290 **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 16th December 2024 be approved as a correct record of the proceedings and signed by the Chair.

P6291 **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 Spargo, seconded by Councillor Jewell and

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

P6292 **APPEAL DECISION**

PA23/00419 - Construction of 2 dwellings - Land South Of Site 1A Golden Bank, Swanpool Road, Falmouth – Mr D Hughes, Above the Bay Ltd – Appeal Dismissed. No Costs claimed.

Members duly noted the Appeal decision.

P6293 **HIGHWAYS/TRAFFIC MANAGEMENT/ROAD SAFETY**

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

Members duly noted road closure on Waterloo Road, Falmouth on 7th February 2025 (9:30 to 15:00 hours) for Sunbelt Rentals to carry out works.

Members duly noted road closure on Avenue Road, Falmouth from 10th February 2025 to 12th February 2025 (22:00 to 06:00 hours) for Sunbelt Rentals to carry out works.

Members duly noted road closure on Hulls Lane, Arwenack Avenue and Grovehill Crescent, Falmouth from 13th February 2025 to 14th February 2025 (20:00 to 05:00 hours) for Sunbelt Rentals to carry out works.

Members duly noted road closure on Woodland and Swanpool Street, Falmouth from 17th February 2025 to 21st February 2025 (07:30 to 17:00 hours) for Cormac Solutions to carry out works.

Members duly noted road closure on Market Street, Church Street and Arwenack Street, Falmouth from 24th February 2025 to 21st March 2025 (24 hours) for Cormac Solutions to carry out works.

P6294 **DECISION LIST**

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

P6295 **LICENSING**

Pop Up Sites Tender: Gyllyngvase Coach Park, Falmouth

Members duly noted that from 20th December 2024 Cornwall Council will be seeking interest in new commercial concessions for traders and the following site is being tendered, on the open market, for traders who would like to rent a dedicated area of Council-owned land at Pop Up Site at Gyllyngvase Coach Park, Falmouth. The tenders will be for either 1 or 2 years and will commence on 5th April 2025. The aim of this scheme is to encourage more users to Cornwall Council's assets, provide

opportunities for new and existing businesses to trade without being tied into long-term leases and to raise funds to help protect and maintain Cornwall's open spaces.

It was further noted and unanimously agreed that Falmouth is already over run with pop up sites and a further site would be detrimental to the environment. It was agreed that the Chair in consultation with the Town Clerk to write to Cornwall Council opposing the proposals.

P6296 **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:

APPENDIX I
13TH JANUARY 2025

- 1. Trescobeas and Budock** **PA24/08679** **Mr and Mrs Cox**
(Case Officer: Abbie Franklamd – Abbie.Franklin@cornwall.gov.uk)
Extend porch and reposition garage to include dormer (part retrospective).
1 The Nurseries, Falmouth.

Recommend approval.

- 2. Boslowick** **PA24/09349** **Dr Tom Tregenza**
(Case Officer: Chloe Britten – Chloe.Britten@cornwall.gov.uk)
Works to trees subject to a Tree Preservation Order, works include pruning on 4 of the 5 large oak trees (Quercus robur). Pruning is designed to remove small boughs (less than 20cm in diameter) that have signs of decay, or that are crossing other boughs and several of which are overhanging the road adjacent to Trefillian. Remove part of the bole from the main trunk of tree 04.
Trefillian, Swanpool, Falmouth.

Recommend approval as this application is for management works which should be carried out as best practice, namely removal of dead/diseased wood.

- 3. Arwenack** **PA24/09559** **Mr Warren Searle**
(Case Officer: Abbie Franklin – Abbie.Franklin@cornwall.gov.uk)
Change from two apartments to form one three storey house. Extension of ground floor cloakroom and living room; new side single storey porch; removal of external stair and existing porch; new gable end roof; new south facing dormer window and larger gable feature; replacement of street facing dormer window; replacement and additional windows; new double garage.
5 Sea View Road, Falmouth.

Recommend approval.

- 4. Penwerris** **PA24/09621** **Prof Mark Cropper**
(Case Officer: Chloe Britten – Chloe.Britten@cornwall.gov.uk)
Works to trees in a conservation area (CA), works include T1 Laurel - reduce the size of the tree to reduce windage and to improve its shape. T2 is a similar tree located on the other side of the garden - reduction in size.
Dolphin Place, Penwerris Terrace, Falmouth.

For Information Only.

APPENDIX II

- 1. Boslowick** **Miss Cahill**
PA24/09077
(Case Officer: Abbie Franklin – Abbie.Franklin@cornwall.gov.uk)
Proposed single storey extension.
110 Longfield, Falmouth.

Recommend approval.

- 2. Arwenack** **Mr and Mrs Naylor**
PA24/09407
(Case Officer: Abbie Franklin – Abbie.Franklin@cornwall.gov.uk)
Single storey rear kitchen extension, subtle layout alterations and a landscaped carport.
Kerensa, 7 Fenwick Road, Falmouth.

Recommend approval.

- 3. Penwerris** **Harry & Helena Scott & Cochran**
PA24/09478
(Case Officer: Abbie Franklin – Abbie.Franklin@cornwall.gov.uk)
Single storey extension and alterations.
8 Pendarves Road, Falmouth.

Recommend approval.

TOWN AND COUNTRY PLANNING ACT 1971
FOR SUBMISSION TO THE COUNCIL ON 13th JANUARY 2025

Name of Applicant	Work, Location, App. Number	<u>Decision</u>
Dunford and Legassick	Alterations and extension to dwelling 33 Glasney Road, Falmouth. PA24/07157	Refused *
Mr and Mrs Doran	Create 1no. parking space in rear garden. 9 North Parade, Falmouth. PA24/07811	Approved*
Mr Mark Stevenson	Works to Trees covered by a Tree Preservation Order (TPO) - 2 Oaks - To fell. Birch - To fell. Fawkenner Close, Falmouth. PA24/08263	Part Approved / Part Refused*
Mr R House	Proposed New Build. Land To Rear Of 6 Kimberley Place, Falmouth. PA23/07126	Approved
Mr Kirran Bruce	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. PA24/07414	Approved
Mr Michael Hurst	Application for a lawful development certificate for existing use class C4 – house in multiple occupation. 57 Budock Terrace, Falmouth. PA24/07692	Granted
Dr And Prof Hughes And Robison	Single-storey extension to replace existing extension, thermal improvements and alterations to the front dormer appearance. Removal of a block-work shed and creation of a studio in the garden, and other associated works. 14 Margaret Place, Falmouth. PA24/07979	Approved
Mr Sean O'Conaill	Demolition of existing outbuilding in rear garden, and replacement with new shed and parking space. 12 Florence Terrace, Falmouth PA24/08084	Approved
Mr Sean O'Conaill	Listed building consent for demolition of existing outbuilding in rear garden, and replacement with new shed and parking space. 12 Florence Place, Falmouth. PA24/08085	Approved
Mr And Mrs Tabor	Hip to Gable Loft Conversion with front dormer. 59 North Parade Falmouth PA24/08106	Refused
Mr Hall	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	Approved

	40mm removed should allow more light into the under canopy whilst retaining a the trees presence in the area. Echoes, Swanpool. Falmouth. PA24/08386	
Mrs Maria Browne	Works to trees include Fell Eucalyptus trees (A), Group B reuced 30%, Group C reduce along fence, remove unhealthy stems (D&E), Crown raise beech (F), remove Conifer (G), remove ash (H), reduce cherry tree 30% (I), remove limbs from Ash (J) etc... Methodist Homes For The Aged Langholme Arwenack Avenue Falmouth PA24/08408	Decided not to make TPO
Mr Penhaligon	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 PA24/08430	Approved
Mr Joe Healey	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. PA24/08548	Approved
Mr Carey	Prior Approval for Solar PV installation of 199 x Solar Modules to Falmouth Golf Club House and Pro shop roof spaces. Falmouth Golf Club, Falmouth. PA24/08573	Prior approval not needed.
Mrs Jenny Sewell	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. PA24/08597	Approved
Cpt Gordon Kent	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	Decided not to make a TPO

	also be able to use the space to grow and maintain the character of the area. 14 Stracey Road, Falmouth. PA24/08661	
Mr Paul Rayment	Works to trees subject to a Tree Preservation Order. Works include the felling of two mature Sycamore trees that appear to be in an advanced state of decline. Thalassa 1 Stewart Court, Falmouth. PA24/08939	Approved
Mr Luck	Works to Trees within a Conservation Area (TCA) - Felling of Cypress tree T1. 17 Stratton Terrace, Falmouth. PA24/08958	Decided not to make a TPO
Madeline Foreman	Works to trees in a conservation area (CA), works include T1 - 1 x medium sized plum - reduce height to approx 3m, and reduce spread to 1m laterally to all aspects. 30 Dunstanville Terrace, Falmouth. PA24/09038	Decided not to make a TPO
Mr Leslie McCune	Works to trees in a CA – reduce and shape one copper beech (T1) and one holly (T2). St Annes, 5 North Parade, Falmouth A24/09047	Decided not to make a TPO
Elephant Walk Properties	Works to Tree within a Conservation Area (TCA) - The proposal is to carry our pruning works to 1 large Bay tree (T1) situated in the rear garden of 37 Woodlane. Flat 1, 37 Woodlane, Falmouth. PA24/09103	Decided not to make a TPO
Mr C Dawes	Non Material Amendment in relation to decision notice PA23/07320 dated 27.03.2024 for the addition of two roof lights. 1 Burley Court, New Street, Falmouth. PA24/09136	Approved

FALMOUTH TOWN COUNCIL

Minutes of a Meeting of the Planning & Licensing Committee held on Monday 3rd February 2025 in the Atherton Suite, The Old Post Office, Falmouth at 6.00 pm.

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

Councillor D Saunby CC also attended.

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

Also Attended: Miss E. Y. Cheung (PA25/00019)
Jenna Swanson (JS Planning Studio – PA24/09593)
Lisa Soly (Situ8 Ltd – PA24/09593)

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.

P6297 **APOLOGIES**

An apology for absence was received and approved from Councillor Z Young (personal).

P6298 **INTERESTS AND DISPENSATIONS**

None.

P6299 **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 13th January 2025 be approved as a correct record of the proceedings and signed by the Chair.

P6300 **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 Jewell and

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

P6301 **PLANNING POLICY CONSULTATION – CORNWALL INTERIM POLICY STATEMENT**

Members duly considered a response to Cornwall Council's Cornwall Interim Policy Position Statement Consultation and it was noted that more housing is needed but infrastructure should be in place to support the increase and densities need to be upped or more land will be lost.

P6302 **APPEAL DECISION**

PA24/01546 Chain Locker, Quay Street, Falmouth, TR11 3HH

Festoon lighting & associated festoon posts, new additional planters to perimeter & associated planting to provide natural screening to boundary, 3no. new 4 x 4m parasols/ jumbrellas, 8no. new millboard tables & gabion stools.
Cornwall Council Decision: Refused.

Members duly noted the Appeal decision.

PA24/01547 Chain Locker, Quay Street, Falmouth, TR11 3HH

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/ jumbrellas, 8no. new millboard tables & gabion stools.

Cornwall Council Decision: Refused.

Members duly noted the Appeal decision.

P6303 **HIGHWAYS/TRAFFIC MANAGEMENT/ROAD SAFETY**

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

Members duly noted road closure on Waterloo Road and Road To Rear Of 1 To 15 Norfolk Road, Falmouth on 7th February 2025 (09:30 to 15:30 hours) for Sunbelt Rentals to carry out works.

Members duly noted road closure on Avenue Road, Falmouth on 10th February 2025 to 12th February 2025 (20:00 to 06:00 hours) for Sunbelt Rentals to carry out works.

Members duly noted road closure on Hulls Lane, Arwenack Avenue and Grovehill Crescent, Falmouth on 13th February 2025 to 14th February 2025 (20:00 to 05:00 hours) for Sunbelt Rentals to carry out works.

Members duly noted road closure on Castle Drive and Cliff Road, Falmouth on 16th March 2025 (09:30 to 13:30 hours) for Run Falmouth Half Marathon to be held.

Members duly noted road closure on Hill Head, Penryn, on 17th March 2025 to 21st March 2025 (19:00 to 07:00 hours) for South West Water to carry out works.

Members duly noted road closure on Trelawney Road, Falmouth on 17 March 2025 to 28th March 2025 (07:30 to 17:00 hours) for Cormac Solutions to carry out works.

P6304 **DECISION LIST**

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

P6305 **LICENSING**

None received.

P6306 **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 6.55pm.

Signed: Dated:

APPENDIX I
3RD FEBRUARY 2025

- 1. Arwenack** **PA24/08974** **Mr Richard Milner**
(Case Officer: Mark Webb – Mark.Webb@cornwall.gov.uk)
Works to a tree subject to a Tree Preservation Order for Hornbeam (T1) - to prune tree, taking out any dead or damaged wood, and reduce as shown in accompanying photo. The tree grows at an angle and the proposed works are intended to prevent the tree becoming overly top-heavy and unsafe, as well as to reduce the proximity of branches growing towards the house.
61 Pengarth Rise, Falmouth.

Recommend refusal as the tree appears to be in a healthy condition with the lean caused by it being planted at the base of the wall and it has therefore grown in the direction of its light source and upon reaching the top of the wall it has straightened itself out. Furthermore the canopy pruning is excessive due to its distance from the house. The Council would be more minded to approve the removal of the very lowest limb and a much less vigorous reduction.

- 2. Arwenack** **PA25/09757** **Mr & Mrs David & Pat Lord**
(Case Officer: Helen Trebilcock – Helen.Trebilcock@cornwall.gov.uk)
Proposed garage replacement.
Falness, 4 Castle Drive, Falmouth.

Recommend Approval.

- 3. Boslowick** **PA24/09767** **Mrs Amelia White**
(Case Officer: Chloe Britten – Chloe.Britten@cornwall.gov.uk)
New proposed front porch.
Millefleurs House, Boslowick Road, Falmouth.

Recommend Approval.

- 4. Arwenack** **PA25/00092** **Mr Martin Rowe**
(Case Officer: Chloe Britten – Chloe.Britten@cornwall.gov.uk)
Works to trees in a conservation area (CA), works include prune 4 trees: T1 - an Oak in the middle of the rear lawn T2 - a Holm Oak in the SW corner of the rear garden T3 - a Laurel growing adjacent to and intermingled with the crown of T2 T4 - a Leylandii growing closely adjacent to T2 and T3.
11 Boscawen Road, Falmouth.

For Information Only.

5. Boslowick [PA25/00231](#) **David Floyd Turners Parks Group**
(Case Officer: Chloe Britten – Chloe.Britten@cornwall.gov.uk)

Works to trees subject to a Tree Preservation Order - (30) Oak - lowest branches lift above phone/power lines, 5.5 m high, (31) Oak - lowest large branch growing over hone roof, remove, cut back to main stem, (32) Oak - reduce limbs 1.5 - 2m growing towards gardens and (33) Oak - lift crown to 5.5 and reduce lateral growth 2m over road.

Twinbrook Park, Goldenbank, Falmouth.

Recommend approval as the lower branches are already being damaged by high vehicles.

6. Boslowick [PA25/00238](#) **Mrs Moira Mottram**
(Case Officer: Chloe Britten – Chloe.Britten@cornwall.gov.uk)

Works to trees subject to a Tree Preservation Order - crown raise T1 (Turkey Oak) to approximately 4.5m height and reduce the extensive crown in southern quadrant only from 13m to 9.5m.

12 Trenoweth Road, Falmouth.

Recommend Refusal as this Oak tree is one of the finest examples of its kind in Falmouth. A reduction of 3.5m in the direction of 12 Trenoweth Road is excessive and would have a negative impact on the trees appearance. The Council would be more minded to approve a less vigorous reduction including removal of ivy growing in the tree which may help increase light levels.

7. Arwenack [PA25/00286](#) **Bruce Pike**
(Case Officer: Chloe Britten – Chloe.Britten@cornwall.gov.uk)

Works to Tree within a Conservation Area (TCA) - T1 - Large canary palm - Remove all foliage.

First Floor Flat 36-37 Church Street, Falmouth.

For Information Only.

8. Arwenack [PA25/0326](#) **Mr Mark Bolt**
(Case Officer: Chloe Britten – Chloe.Britten@cornwall.gov.uk)

Listed building consent for removal of staircase linking the first floor to the loft room and replacement with a lighter structure, also enabling the re-opening of an existing doorway to the first floor front reception room.

19 Wodehouse Terrace, Falmouth.

Recommend Approval.

APPENDIX II

- 1. Arwenack** **PA25/00019** **Mr W Choudhry**
(Case Officer: Abbie Franklin – Abbie.Franklin@cornwall.gov.uk)
Construction of ground and first floor extensions and alterations.
Shirena, Minnie Place, Falmouth.

Recommend refusal as the property is in the Conservation Area, and Character Area 5 'The Terraced Suburbs'. Neighbourhood Development Plan Design Policies DG3 and DG7 apply. The extension takes up all the property's open space and is un-neighbourly in terms of loss of light and overbearing. The large and bulky extension is over development and will result in overlooking issues. If the proposed green roof is used as a 'garden', then the overlooking problem will be exacerbated. The large north-facing window overlooks the narrow space next to 16 Wodehouse Terrace's garden, and will affect their privacy. The proposal with its large scale and massing fails to meet the requirements of Neighbourhood Development Plan Policy DG3.

- 2. Penwerris** **PA24/09593** **Mr Richard Liebowitz**
(Case Officer: Mark Webb – Mark.Webb@cornwall.gov.uk)
Proposed construction of loft conversion with raised ridge height, dormer window additions to front and rear of property, replacement roof and associated works.
13 Erisey Terrace, Falmouth.

Recommend refusal as the rear extension design is over bearing and intrusive and will result in loss of light which is un-neighbourly and harmful to neighbours. The front elevations were considered acceptable.

- 3. Arwenack** **PA24/09524** **Ms Judith Goodchild**
(Case Officer: Mark Webb – Mark.Webb@cornwall.gov.uk)
Change of use from hostel to residential dwelling.
Accommodation, 9 Gyllyngvase Terrace, Falmouth.

Recommend approval.

- 4. Arwenack** **PA25/00025** **Mrs Bridget Turner**
(Case Officer: Mark Webb – Mark.Webb@cornwall.gov.uk)
Change of use from existing office space to two residential dwellings.
Former School of Art, Arwenack Avenue, Falmouth.

Recommend deferral to request site visit to establish the type of residential use and if any covenant is in place and to ensure the historical elements of the building are retained.

5. Arwenack **PA25/00183** **Kevin Lavery**
(Case Officer: Mark Webb – Mark.Webb@cornwall.gov.uk)

Listed building consent for the replacement of the rotten, first floor projecting bay window.

1 Florence Place, Falmouth.

Recommend approval.

6. Arwenack **PA25/00511** **Mr Chris Bally**
(Case Officer: Abbie Franklin – Abbie.Franklin@cornwall.gov.uk)

Works to trees in a conservation area (CA), works include Fell 4no. Ash trees, with Ash Dieback in areas adjacent to car park, road and footpath.

Land North Of Pendennis Castle, Castle Drive, Falmouth.

Members duly noted the application is for information only but request the case officer clarify whether any re-planting scheme is in place.

TOWN AND COUNTRY PLANNING ACT 1971

FOR SUBMISSION TO THE COUNCIL ON 3RD FEBRUARY 2025

Name of Applicant	Work, Location, App. Number	Decision
Mr Mike Jeffs	Submission of details to discharge Conditions 4, 6 and 8 in respect of Decision Notice PA21/04472 allowed on Appeal APP/D0840/W/22/3292448 dated 27.02.23. Market Quay, Market Street, Falmouth. PA24/0453	Discharge of conditions, not all conditions agreed*
Justin Paull	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 PA24/07045	Withdrawn*
Katy Senior	Submission of details to discharge Conditions 3, 4 and 5 of Decision Notice PA24/01687 dated 05/07/2024. Tregenver Adult Learning Facility, Tregenver Road, Falmouth. PA24/07210	Discharged*
Ian Lancaster and Alison Turner	Pre-application advice for the renovation and extension to existing property, including associated external and landscaping works. The Beach House, Boscawen Road, Falmouth. PA24/00786/PREAPP	Closed – Advice Given
Mr Tim Brettell	Works to trees subject to a Tree Preservation Order (TPO), works include T1-Oak- Fell to reduce the risk of damage to property or persons. This tree is within close proximity and leaning towards the building. Replant a tree of the same species as shown on the sketch plan. MSB Fitness Ltd, 2 Falmouth Business Park, Bickland Water Road, Falmouth. PA24/08945	Approved*
Mr and Mrs Richard and Louise Collett	Application for Technical Details Consent (TDC) following Permission in Principle approval PA24/00852 dated 11.03.2024 Land Rear of Chy Avallen, 69 Trescobeas Road, Tremanor Way, Falmouth. PA24/08963	Granted*
Mr David Hounsell	Side rear extension and associated refurbishment works. 11 Erisey Terrace, Falmouth. PA24/08221	Approved
Hannah Julian	Proposed residential dwelling. Land South of 6 Ashfield Villas, Falmouth. PA24/08387	Approved

Mrs Winslade	Application for the proposed construction of a single storey dwelling in the existing curtilage of Carberry House. St Ruan, Tresahar Road, Falmouth PA24/08526	Approved
Ms Davidson	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. PA24/08761	Approved
Alice Sommerlad	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 Bells Court, Market Street, Falmouth. PA24/08769	Approved
Alice Sommerlad	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. PA24/08854	Approved
Mr Giles Easingwood	Application for a lawful development certificate for proposed conversion of 2no. first floor one bedroom flats into 1no. two bedroom flat by creating access through an internal adjoining wall. Trelawney And Treffry, Greenbank House, 3 Stratton Terrace, Falmouth. PA24/09000	Granted (CAADs, PIPs and LUs only)
Mrs Doughty	Works to trees in a conservation area (CA), works include (insert proposed works as details on the application form) G1- This hedge consists of mainly escalonia- remove to enable replanting. Maskee House, 4 Spernen Wyn Road, Falmouth. PA24/09192	Decided not to make TPO
Dr Tom Tregenza	Works to trees subject to a Tree Preservation Order, works include pruning on 4 of the 5 large oak trees (Quercus robur). Pruning is designed to remove small boughs (less than 20cm in diameter) that have signs of decay, or that are crossing other boughs and several of which are overhanging the road adjacent to Trefilian. Remove part of the bole from the main trunk of tree 04. Trefillan, Swanpool, Falmouth. PA24/09349	Approved

Prof Mark Cropper	Works to trees in a conservation area, including Laurel, reduce its size and windage and to improve its shape. Dolphin Place, Penwerris Terrace, Falmouth. PA24/09621	Decided not to make TPO
Mr M Hawksley	Non-material amendment in relation to decision notice PA24/00095 dated 27.02.2024 for change of roof material from lead to EPDM. Stonedge, Budock Terrace, Falmouth. PA24/09657	Approved
Katy Senior	Submission of details to discharge Condition numbers 3, 4 and 5 in respect of Decision Notice PA24/01688 dated 05/07/24. Tregenver Adult Learning Facility, Tregenver Road, Falmouth. PA25/00063	Discharged

FALMOUTH TOWN COUNCIL

Minutes of a Meeting of the Planning & Licensing Committee held on Monday 24th February 2025 in the Atherton Suite, The Old Post Office, Falmouth at 6.00 pm.

Present: Councillors S D Eva (Chair), D E Clegg (Vice Chair), A J Jewell CC, B M A Ross, J M Spargo and Z Young (from point mentioned).

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

Also Attended: C Pitt (Collaborative Planning - PA24/09830)
A Walker (Lavigne Lonsdale – PA24/09830)
Z Groom (Pebble – Pavement License)

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.

The Chair amended the agenda order to enable the consideration of both the planning application PA24/09830 (Castle Drive) and the licensing application for 112 Church Street (Pebble) to facilitate attendance.

P6307 APOLOGIES

An apology for absence was received and approved from Councillor J C Robinson (ill).

P6308 INTERESTS AND DISPENSATIONS

It was noted that a granted dispensation was still extant that enabled the Committee to consider the planning application PA24/09830 in regard to Castle Drive as it was in the public interest to do so. The Council was the adjoining landowner and would take on the proposed parkland under planning condition.

P6309 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 3rd February 2025 be approved as a correct record of the proceedings and signed by the Chair.

P6310 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 Spargo, seconded by Councillor Evans and

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

(Councillor Young entered the meeting at 612pm)

P6311 **APPEAL DECISION**

PA24/06322 - Retrospective advertisement consent for 2no. 3mm aluminium composite panels with laminated print to face installed on garden wall - The Fitzroy, Cliff Road, Falmouth - Mr Jack Shields - Refused.

Members duly noted the appeal decision.

PA24/06495 - 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 - Mr Will Jackson - Refused.

Members duly noted the appeal.

P6312 **HIGHWAYS / TRAFFIC MANGEMENT / ROAD SAFETY**

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

Members duly noted road closure on Market Street, Church Street and Arwenack Steet, Falmouth on 24th February 2025 to 21st March 2025 (24 hours) for Cormac Solutions to carry out works.

Members duly noted road closure on High Street, Webber Street, and Market Street, Falmouth on 5th March 2025 (09:30 to 11:00 hours) for the St Pirans Day Children's Parade.

Members duly noted road closure on High Street and Webber Street, Falmouth on 16th March 2025 (10:00 to 12:30 hours) for the St Nazaire Service of Remembrance.

Members duly noted road closure on Webber Street, Falmouth on 25th March 2025 to 26th March 2025 (19:00 to 05:00 hours) for Kelly Communications to carry out works.

Members duly noted road closure on Trevaylor Road, Falmouth on 27th March 2025 (24 hours) for South West Water to carry out works.

Members duly noted road closure on Penwerris Lane, Falmouth on 22nd April 2025 (09:30 to 15:30 hours) for Sunbelt Rentals to carry out works.

Members duly noted road closure on Penwerris Lane, Falmouth on 24th April 2025 to 25th April 2025 (24 hours) for South West Water to carry out works.

Members duly noted road closure on North Parade, Tehidy Terrace, and Stratton Terrace, Falmouth on 28th April 2025 to 2nd May 2025 (09:30 to 17:00 hours) for South West Water to carry out works.

Members duly noted road closure on Castle Drive and Cliff Road, Falmouth on 11th May 2025 (06:00 to 16:00 hours) for Falmouth Race for Life 2025.

Trelawney Road, Falmouth Tree Replacement Scheme 2025

Members duly noted the details of the highway tree replacement scheme at Trelawney Road, which will commence on 17th March 2025.

P6313 **DECISION LIST**

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

P6314 **LICENSING**

Premises Licence Application

Grapes Inn, 64 Church Street, Falmouth - The Craft Union Pub Company Ltd

Members duly considered variation to license for opening/closing hours and replacement of Condition to Licence. To vary the terminal hour for all licensable activities (sale of alcohol, live music, recorded music, indoor sporting events, exhibition of films, late night refreshment and anything of a similar description) on Thursdays to Saturdays to 02:00, and to vary the terminal hour for opening hours on Thursdays to Saturdays to 02:30. To replace the conditions at Annex 2 of the licence with the attached new conditions further to liaison with the licensing police.

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

RESOLVED to recommend refusal as against existing policy which would have a cumulative impact on the Cumulative Impact Zone.

Pavement Licence

Pebble, 112 Church Street, Falmouth

Members duly considered pavement licence for the consumption of food and non alcoholic drinks Monday to Sunday 1000 hours to 1800 hours from 1st March 2025 to 1st March 2026 for three matching tables & chairs and black and gold rope barriers.

The applicant advised that the outside table and chairs offering would assist with promotion of internal coffee and cake shop which was supporting retail sales in a challenging environment. Produce was sourced locally supporting small businesses

and Pebbles was encouraging the whole shopping experience with catering, seating and dog treats and water bowls.

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

RESOLVED to recommend approval of the pavement license.

P6315 **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 6.37pm.

Signed: Dated:

APPENDIX I
24TH FEBRUARY 2025

- 1. Trescobeas** **Mr Kevin Maclean**
(Case Officer: Helen Trebilcock – Helen.Trebilcock@cornwall.gov.uk)
Reserved Matters application for access, appearance, landscaping, layout and scale following outline consent PA21/10795 dated 04.01.22
106 Dracaena Avenue, Falmouth.

Recommend Approval.
- 2. Boslowick** **Mr Robert Kitchen**
(Case Officer: Mark Webb – Mark.Webb@cornwall.gov.uk)
Works to trees covered by a Tree Preservation Order (TPO) – T1 – Oak – Removal of two small branches.
Gwelantyr, Swanpool, Falmouth.

Recommend approval as there are larger trees to the North forcing it to grow towards the South, the minor pruning works requested will reduce the weight in the direction of growth which is a sensible measure to prevent it from failing.
- 3. Arwenack** **Mr R Edwards**
(Case Officer: Chloe Britten – Chloe.Britten@cornwall.gov.uk)
Proposed eaves rooflight to residential duplex apartment.
14 Maritime House, Discovery Quay, Falmouth.

Recommend Approval.
- 4. Arwenack** **Mr Martin Oates**
(Case Officer: Mark Webb – Mark.Webb@cornwall.gov.uk)
Change of use of first floor into a self-contained flat.
First Floor, 35 Market Street, Falmouth.

Recommend Approval.
- 5. Arwenack** **Mrs Donald**
(Case Officer: Max Shepherd)
Works to trees in a conservation area (CA), works include T1- Copper beech - Reduce the lateral spread of crown by approx 2.5m on Northern side of crown. Minor sympathetic pruning will reduce the risk of contact with the roof once in leaf and allow a little more light at the front of the property. T2 - Holm Oak - re Pollard at the points outlined in the attached picture then reduce upper crown away from house. To allow more light in and reduce the risk of damage to the property.
Avalon, Fenwick Road, Falmouth.

For Your Information

APPENDIX II

- 1. Arwenack** **Diane Hurst**
PA24/09086
(Case Officer: Helen Trebilcock – Helen.Trebilcock@cornwall.gov.uk)
Listed Building Consent: The proposed works include the demolition and reconstruction of the front facade of the building on account of structural deterioration.
Quay House, 36 Arwenack Street, Falmouth.
- 2. Arwenack** **Castle Drive Development Ltd.**
PA24/09830
(Case Officer: James Moseley - jmoseley1@cornwall.gov.uk)
Redevelopment of site to provide 6 dwellings, a new town park and associated works.
Oil Depot, Castle Drive, Falmouth.
- 3. Arwenack** **Mrs Bridget Turner**
PA25/00025
(Case Officer: Mark Webb – Mark.Webb@cornwall.gov.uk)
Change of use from existing office space to two residential dwellings.
The Former School Of Art, Arwenack Avenue, Falmouth.
- 4. Penwerris** **Ms J Philpott**
PA25/00674
(Case Officer: Mark Webb – Mark.Webb@cornwall.gov.uk)
Proposed construction of pitched roof dormers to front and rear elevation without compliance with condition 2 of decision notice PA24/01607 dated 20/05/2024.
1 Basset Place, Falmouth.
- 5. Penwerris** **Mr Jack Orders**
PA25/00767
(Case Officer: Abbie Franklin – Abbie.Franklin@cornwall.gov.uk)
Custom build/self build: Conversion of the existing garage into a self-contained annexe.
6 Park Crescent, Falmouth.

TOWN AND COUNTRY PLANNING ACT 1971

FOR SUBMISSION TO THE COUNCIL ON 24th FEBRUARY 2025

Mr Finn Jones	Demolition of an existing bungalow and redevelopment into a two-storey family home. 51 Trelawney Road, Falmouth. PA24/08209	Approved *
French	Variation of Conditions 3, 6, 7, 8, 9 and 13 of Application No. C1/8100668H dated 12th February 1986 (F Johns and Son residential development (Phase 6) Queen Anne Gardens Falmouth (Plots 35 to 60) OS reference: SW7832 7932 sites: 020647) Land South Of 40 Queen Anne Gardens, Queen Anne Gardens, Falmouth. PA23/00917	Approved
Mr Edwin John Wilburn	Proposed facelift of Seabank Flats which includes rendering the existing external walls and essential repairs, maintenance and replacements. Seabank, Gyllyngvase Hill, Falmouth. PA24/01916	Approved
Mr Andrew Housman	Prior Approval for the change of use of a hotel to a dwellinghouse. Lerryn Hotel De Pass Road Falmouth PA24/08303	Planning Permission required
Kevin Lavery	Replacement of the rotten, first floor projecting bay window. 1 Florence Place. Falmouth. PA24/09112	Approved
Mr and Mrs A Jordan	The proposed subdivision of the top floors of the dwelling to form 2 apartments, the change of use of the annexe to a self-contained apartment, the demolition of two ground floor buildings and various extensions and alterations to the existing buildings. 33 Woodlane, Falmouth. PA24/09156	Approved
Ms Natasha Harvey	Application for a Lawful Development Certificate to confirm material start to permission PA24/06125 dated 8th October 2024 to confirm use class C3 of site. Land South Of Stansville Boscawen Road, Falmouth PA24/09327	Granted
Lux Blu	Proposed Lawful Development Certificate to confirm permitted use of 9 apartments as unrestricted C3 use. Anchorage Apartments, Gyllyngvase Road, Falmouth. PA24/09341	Granted (CAADs, PIPs and LUs only)

Mr and Mrs Naylor	Single storey rear kitchen extension, subtle layout alterations and a landscaped carport. Kerensa, 7 Fenwick Road, Falmouth. PA24/09407	Approved
Mr and Mrs Richardson	Notification for Prior Approval for a larger home extension namely a proposed single storey, flat roof extension. 32 Mongleath Avenue, Falmouth. PA24/09517	Planning Application required
Mr D Smithies	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 PA24/06377	Approved
Mr & Mrs Tabor	Application for a Lawful Development Certificate for Proposed hip to gable extension. 59 North Parade, Falmouth. PA24/09700	Granted (CAADs, PIPs and LUs only)
Miss Lindsay Marns	Works to trees in a conservation area (CA) - Fell 2 magnolias and large evergreen and re-plant/replace appropriately.. 8 Stracey Road, Falmouth. PA25/00032	Decided not to make a TPO
Mr Martin Rowe	Works to trees in a conservation area (CA), works include prune 4 trees: T1 - an Oak in the middle of the rear lawn T2 - a Holm Oak in the SW corner of the rear garden T3 - a Laurel growing adjacent to and intermingled with the crown of T2 T4 - a Leylandii growing closely adjacent to T2 and T3 11 Boscawen Road Falmouth PA25/00092	Decided not to make a TPO
Mr Michael Ahrens	Certificate of lawfulness for proposed replacement roof structure, roof covering and installation of roof lights. The Coach House, Woodlane Drive, Falmouth. PA25/00467	Granted (CAADs, PIPs and LUs only)
Luke Gilchrist	Electricity Act 1989: The Overhead Lines (Exemption) (England and Wales) Regulations 2009. Street Record, Penwerris Lane, Falmouth. PA25/00875	Closed - advice given

Bruce Pike	Works to Tree within a Conservation Area (TCA) - T1 - Large canary palm - Remove all foliage. First Floor Flat 36 - 37 Church Street Falmouth PA25/00286	Decided not to make a TPO
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FALMOUTH TOWN COUNCIL

Minutes of a meeting of the Cultural Services and Leisure Committee held on 15th January 2025 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 Lewis (Cultural Services Director)
R N Thomas (Responsible Financial Officer)
V Rogers (Administrative Officer)

The Chair reminded attendees that the Council had committed to the Civility and Respect Pledge, that is to treat everyone participating in the meeting tonight with civility and respect in their roles. For us respect is treating others with dignity, recognizing boundaries, being non-judgmental and accepting of differences. Behaviour breaching that commitment will not be tolerated. In dealing with the business of the meeting we will adhere to our agenda and the processes set out in our Standing Orders. Please be aware that the meeting is a public one and there may be recordings of your participation.

A1016 APOLOGIES
None received.

A1017 INTERESTS AND DISPENSATIONS
None received.

A1018 MINUTES
It was proposed by Councillor Coley, seconded by Councillor Konik and

RESOLVED that the Part I minutes of meeting held on 13th November 2024 be confirmed as a correct record of the proceedings and signed by the Chair.

A1019 TOWN MANAGER REPORT

The Town Clerk presented the Town Manager's report including updating regarding the use of vehicles for traffic management at events which was duly noted and forms part of these minutes. It was noted that the Town Manager would issue updates regarding the Market Street Gateway works and associated road closures.

A1020 CULTURAL SERVICES REPORT

The Cultural Services Director presented her report which was duly noted and forms part of these minutes. The Committee congratulated the Cultural Services Team on the recent Imagine Falmouth exhibition and requested that their thanks be passed to the Learning Assistant, Willow Collins, for her contribution to a very successful Fun Palace event.

A1021 PRINCESS PAVILION REPORT

The Town Clerk updated the Committee on Princess Pavilion matters including the works currently being undertaken under the Community Ownership Fund. The Chair advised that the General Manager would remind councillors regarding on site catering provision.

A1022 FALMOUTH FAIRTRADE

Pursuant to the instruction of the Council the Town Clerk provided an update on the proposed plans for adding a Fairtrade sign to the two existing roadside gateway Welcome to Falmouth signs that had provisionally been agreed by the Highway Authority.

RESOLVED that the Council proceed with the proposed plans to add a Fairtrade sign to the two existing gateway Welcome to Falmouth signs at a cost of £546.34 including VAT.

A1023 2025/26 BUDGET

The Town Clerk and Responsible Financial Officer responded to questions regarding the Town Management draft budget.

The Cultural Services Director and Responsible Financial Officer responded to questions regarding the Cultural Services draft budget.

The Town Clerk and Responsible Financial Officer responded to questions regarding the Princess Pavilion draft budget.

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

RESOLVED that the Committee approve the draft budget estimates for 2025/26 as attached.

A1024 EXCLUSION OF THE PRESS AND PUBLIC

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

CULTURAL SERVICES & LEISURE COMMITTEE
PART II MINUTES – 15TH JANUARY 2025

A1025 MINUTES

It was proposed by Councillor Seiler, seconded by Councillor Coley

RESOLVED that Part II minutes of meeting held on 13th November 2024 be confirmed as a correct record of the proceedings and signed by the Chair.

There being no further business to transact the Chair declared the meeting closed at 7.05pm.

Signed: Date:

Town Manager Report for Cultural Services & Leisure 15/01/25

Events

- Christmas Lights Switch-On

This all went smoothly and well done to the primary schools and other performers in attendance. I would like to personally thank my team and all that supported on the evening. Whilst there was some rain it did not dampen people's spirits and there was a great atmosphere.

- Christmas Tree Festival

This all went ahead and was well received, despite some high winds on the opening weekend and also continuing later in the month it was well attended. Well done for Nicola for taking this on and the first time of being involved.

- Falmouth's Festive Weekend

As you all know sadly, we had to cancel this which was a real shame due to the effort and planning that is involved. It also gives a very positive uplift in the town not just from a business perspective but also for the community. Having said all of that it was totally the correct decision as safety is obviously paramount. We certainly were not alone across the country in having to cancel with multiple venues and locations also cancelling due to the storm.

- Harmony Choir Christmas Eve

I was not in attendance for this event due to being unwell however the team all managed it professionally and it is great to see more and more as the skill set is widened and knowledge is expanded. As I am taking on more of a strategic role within the council so it all helps with the succession planning.

One of the social posts that Hayley uploaded from Church Corner of 'Cornwall my Home' has been viewed more than 1.4million times which shows the draw and the appeal.

Looking ahead during the year, below is currently what is being worked on so far:

1) St Piran's Day

This is an event that we organise the traffic management/safety, not the actual event itself.

2) St Nazaire

This will follow the usual format with the service on the pier.

3) VE Day 8th May

Detail is still to be decided on this yet. It is during local elections, so it is important that this is achievable and realistic but still recognising the very important date in history. Also to note it is same day as Helston Flora so need to very mindful of resources. Several people have suggested using Kimberley Park.

4) Shanty Festival

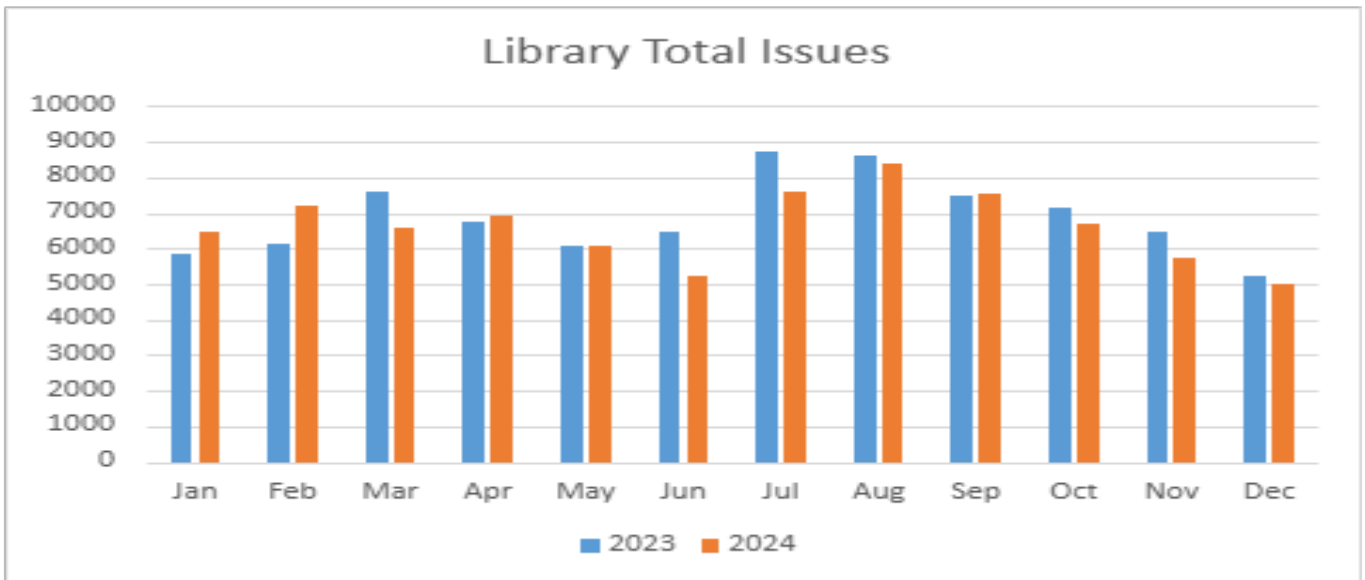
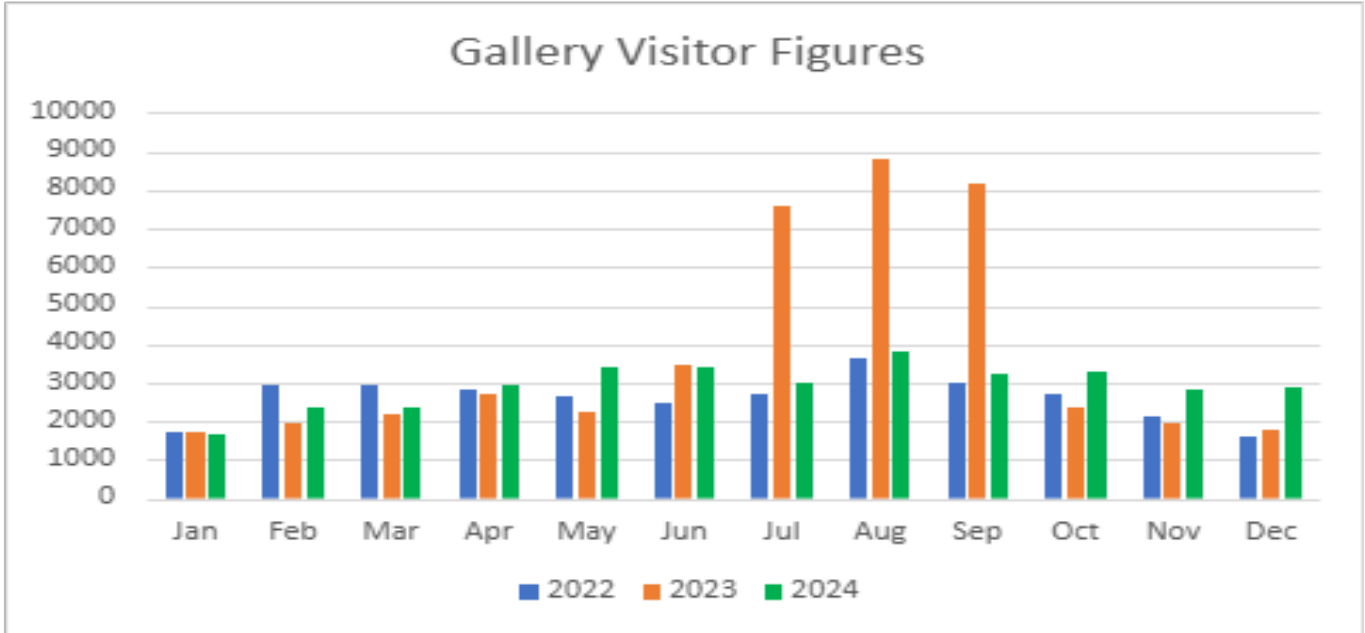
Lots of work has already progressed with this due to the complexity of venues and groups who would like to take part. There will also be a 'Shanty Fundraiser' at the National Maritime Museum' on Sat 1st March, tickets £10 plus booking fee. There will be a bar/stage set-up for the four groups performing so do share far and wide. www.falmouthseashanty.co.uk has the details or the direct link to tickets is below:

<https://www.seetickets.com/event/falmouth-sea-shanty-fundraiser/national-maritime-museum-cornwall/3254982>

5) Falmouth Week

Early days for this and more detail in the coming months including the evening entertainment being announced earlier than previous years.

Part 1



Key Attendance Points

- Gallery attendance is 6% up on 2022 (last year without blockbuster exhibition) with a notable increase on autumn/winter attendance vs 2023. Three of four quarters are busier than in 2022, the quietest period being January-March
- The library has seen a 4% year-on-year decrease in borrowing and a 4% increase in newly registered borrowers.

Activity Report

- The Gallery's open exhibition, *Imagine* Falmouth is closing on the 18th January, and has been very popular with visitors. The people's choice prize vote has now closed and the winner has been announced.
- The whole Municipal Building was taken over on 9th November by a *Fun Palace*, organised by the Gallery learning assistant. Almost 500 people visited throughout the day and enjoyed activities and stalls from a host of community groups, including Source Radio, Fairtrade Falmouth, Cornwall Film Festival Ocean Conservation Trust, and many more. Cultural Services staff held a consultation to gather public feedback on the Municipal Building and what developments they would like to see. A verbal summary will be given to Councillors at the committee meeting.
- The Gallery and Library's Christmas activities were very popular with visitors, and despite the inclement weather over the Council's festive weekend, the Gallery still attracted almost 100 visitors. The Library hosted an additional Grotto at short notice for Miracle Theatre following the cancellation of the festive weekend. Once again thanks go to Cllr Steve Eva for his special contribution to the festivities.
- Work is continuing in the Municipal Building to address the water ingress and penetrating damp in the landing office.

Upcoming and current events & exhibitions

11th January – 1st February	Community Display- Falmouth Marine College Environmental Department	Display of work by college students on the theme of Ocean literacy
14th January 10am-1pm	<u>South-West Water drop-in information session</u> (Library)	Staff on hand to provide information on tariffs, schemes and saving money on water bills.
16th January – 21st June	Exhibition – <u>Collections Display update</u>	Rotating display of the Gallery's permanent collection
27th January 6- 7pm	<u>Moving Marks Taster Session</u> (Gallery)	Come and shake off the winter blues by expressing your creativity, finding joy in moving your body, and connecting with others!
28th January 6- 8:30pm	<u>Telltales Creative Writing Event</u> (Library)	a night for writers, readers and listeners in Falmouth
1st February – 10th May	Exhibition - <u>Trinity Buoy Wharf Drawing Prize</u>	Touring exhibition showcasing exemplary drawing practice in the UK.
2nd February – 1st March	Community Display – Discover Arts	Showcase of artwork on MB landing created by Gallery's art group for adults living with chronic health conditions

17th – 21st February	Half Term Activities (Library & Gallery)	Details TBC
5th – 8th March	Benow Festival (Gallery)	A full program of creative events to coincide with International Womens’ Day. This year’s theme is <i>Women Makers: The Art of Craft and Creation</i> .

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		No update
	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.

DRAFT - 2025/26

TOWN MANAGEMENT	EXPENDITURE	Budget	Forecast	Adjustment/Inclusion		Proposed	NOTES
		2024/25	2024/25	2025/26		2025/26	
		C5823	From October	Budget changes	Project Movement		
	Events Support	48,000.00	51,220.00	10,000.00	-	58,000.00	Includes add £10k to cover potential cost increases and other event support
	Operational Budget	2,000.00	5,680.00	6,000.00		8,000.00	Includes support for joint PR proposal and uplift
	Other Safe and Secure	10,000.00	26,941.00	1,000.00		11,000.00	Safe and Secure with uplift for inflation
		60,000.00	83,841.00	16,000.00	-	77,000.00	
	CAPITAL						
	IT Capital expenditure	2,000.00	2,000.00			2,000.00	
		2,000.00	2,000.00	-	-	2,000.00	
	INCOME						
	General Safe and Secure	15,063.17	17,000.00	1,936.83		17,000.00	retained
	Events	-	17,104.00	15,000.00		15,000.00	budget addition
	TOTAL	15,063.17	34,104.00	16,936.83	-	32,000.00	
		46,936.83	51,737.00	- 936.83	-	47,000.00	63.17

Cost Centre Increase 0.13%

DRAFT 2025/26

		Budget	Forecast	Adjustment/Inclusion		Proposed	Notes
		2024/25	2024/25	2025/26		2025/26	
		C5823	From October	Budget changes	Project Movement		
CULTURAL SERVICES	EXPENDITURE						
New cost centre descriptions	Salaries	489,876.85	489,233.00	21,353.00	-	511,230.00	Includes NI uplift/part time marketing
	Postage/Petty Cash }			-	-		
	Stationery/Photocopier }	4,500.00	4,417.00	- 700.00	-	3,800.00	slight reduction - moved to collection care
	Telephone }			-	-		
	Subscriptions	6,000.00	3,466.00	- 4,000.00	-	2,000.00	slight reduction - moved to collection care
	Publicity/Marketing	15,700.00	19,011.00	- 4,000.00	-	11,700.00	Slight reduction for inhouse marketing
	Insurance	12,000.00	11,417.00	-	-	12,000.00	
	Exhibition/Preview Costs inc transportation	26,000.00	35,485.00	-	-	26,000.00	
Moved to Corporate	Travel/Accommodation/Subsistance	1,500.00	1,691.00	- 1,500.00	-	-	moved to corporate services
	Education and Engagement	15,000.00	19,569.00	-	-	15,000.00	
	Consumables	4,000.00	2,614.00	- 1,000.00	-	3,000.00	reduced to reflect projection
	Photography/Repro Fees	800.00	800.00	-	-	800.00	
	Stock/Resale Items	10,000.00	15,234.00	-	-	10,000.00	
	Collection Care	6,250.00	8,871.00	6,200.00	-	12,450.00	increased to support works on collection management
	Externally Funded Projects	-	199.00	-	-	-	
	Arts Council Externally funded	40,000.00	25,456.00	-	-	40,000.00	
	Library Workshop and Expenses	3,000.00	2,500.00	-	-	3,000.00	
		634,626.85	639,963.00	16,353.00	-	650,980.00	
	CAPITAL						
	Acquisitions	4,000.00	9,520.00			4,000.00	
	Equipment						
		4,000.00	9,520.00	-	-	4,000.00	
	INCOME						
	Sales Income	27,000.00	33,560.00	3,000.00	-	30,000.00	increased to reflect projection and inflation
	Library Income	3,000.00	1,781.00	- 1,000.00	-	2,000.00	reduced to reflect projection
	Commission	500.00	1,414.00	500.00	-	1,000.00	increased to relect projection
	Donations	1,000.00	1,629.00	500.00	-	1,500.00	increased to relect projection
	Supporters	2,000.00	771.00	- 1,200.00	-	800.00	reduced to reflect projection
	Sponsorship	1,000.00	5,500.00	3,000.00	-	4,000.00	increased to relect projection
	Grants - Revenue	80,000.00	80,000.00	-	-	80,000.00	
	Grants - Capital	15,000.00	8,571.00	- 7,500.00	-	7,500.00	reduced to reflect projection
	Workshop Income	2,000.00	745.00	- 1,000.00	-	1,000.00	reduced to reflect projection
	Reproduction Fees	200.00	438.00	200.00	-	400.00	
	Disbursements	8,000.00	15,020.00	-	-	8,000.00	
	TOTAL	139,700.00	149,429.00	- 3,500.00	-	136,200.00	
		498,926.85	500,054.00	19,853.00	-	518,780.00	19,853.15

Cost Centre Increase 3.98%

PRINCESS PAVILION	EXPENDITURE	Budget	Forecast	Adjustment/Inclusion		Proposed	NOTES
		2024/25	2024/25	2025/26		2025/26	
		C5823	From October	Budget changes	Project		
Operational	Salaries	567,384.22	569,045.00	13,320.78	-	580,705.00	Provision of PT Marketing Role, Backfil, NI Increase
	Repairs and Renewals (F&F and other)	32,000.00	26,451.00		-	32,000.00	
	Cleaning/Waste Management and Assoc Costs	54,000.00	57,940.00	6,000.00	-	60,000.00	Legislation changes to Waste Management
	Utilities - E/G/W and NDBR	109,000.00	79,983.00	- 25,000.00	-	84,000.00	Reduced - energy saving installations
	Marketing	17,105.00	16,096.00	- 7,105.00	-	10,000.00	Reduced as jinhouse provision planned
	IT and Telephony	9,000.00	7,431.00	- 1,000.00	-	8,000.00	
	Catering - Equipment (under £300)	6,500.00	12,984.00	6,500.00	-	13,000.00	reflect projection and known matters
	Catering - Supplies and Production Cost	263,032.00	270,538.00	10,000.00	-	273,032.00	reflect projection
	Service Contracts	13,500.00	11,653.00	- 500.00	-	13,000.00	
	Misc Site Costs	25,000.00	17,297.00	- 3,000.00	-	22,000.00	reflect projection
	Alarms and Security	5,500.00	5,290.00	200.00	-	5,700.00	
	Events Costs - non theatre	12,500.00	8,701.00	- 2,000.00	-	10,500.00	
	Theatre Events Costs	159,000.00	227,831.00	40,000.00	-	199,000.00	adjusted to reflect projection
		1,273,521.22	1,311,240.00	37,415.78	-	1,310,937.00	
	CAPITAL						
		5,000.00	17,065.00		-	5,000.00	
		5,000.00	17,065.00	-	-	5,000.00	
	INCOME						
	Venue/Theatre Hire and Misc	315,000.00	332,992.00	30,000.00	-	345,000.00	
	Donations/Grants	-	137.00		-	-	
PRS	-	6,446.00	5,000.00		5,000.00		
Catering	719,000.00	710,971.00		-	719,000.00		
TOTAL	1,034,000.00	1,050,546.00	35,000.00	-	1,069,000.00		
	244,521.22	277,759.00	2,415.78	-	246,937.00	2,415.78	

Cost Centre Increase

1%

FALMOUTH TOWN COUNCIL

Minutes of a meeting of the Grounds, Facilities and Environmental Action Committee held on 15th January 2025 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, A Rowe CC, D W Saunby CC, J M Spargo and Z Young

Also present: Councillors L D Coley and T M Pearce

In attendance: A M Williams (Town Clerk)
R E Thomas (Responsible Financial Officer)
A Medlin (Facilities Manager)
S Penna (Grounds Manager)
K M Hall (Strategic Environmental Projects Officer)
V Rogers (Administration Officer)

The Chair reminded attendees that the Council had committed to the Civility and Respect Pledge, that is to treat everyone participating in the meeting tonight with civility and respect in their roles. For us respect is treating others with dignity, recognizing boundaries, being non-judgmental and accepting of differences. Behaviour breaching that commitment will not be tolerated. In dealing with the business of the meeting we will adhere to our agenda and the processes set out in our Standing Orders. Please be aware that the meeting is a public one and there may be recordings of your participation.

GFEA160 **APOLOGIES**
None received.

GFEA161 **INTERESTS AND DISPENSATIONS**
None received.

GFEA162 **MINUTES**
Councillor Young requested that it be noted that the failed motion on public conveniences nighttime opening was to investigate sponsorship funding.

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

RESOLVED that the Part I minutes of the meeting held on 15th November 2024 be agreed as a correct record and signed by the Chair subject to the above amendment.

GFEA163 **GROUNDS MANAGER OVERVIEW AND UPDATE**
The Grounds Manager presented his report and Environmental Education and Enforcement Officers' report which were duly noted and form part of these minutes. The Committee thanked the Grounds team for stepping up to cover cemetery operations and recognised Georgia Pollard's achievement shortlisted for Apprentice of the Year Awards.

GFEA164 **FACILITIES MANAGER OVERVIEW AND UPDATE**

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

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

RESOLVED that any refurbishment of Gyllyngvase Toilets be deferred until a comprehensive strategic review of the site is completed with related freehold transfer timelines from Cornwall Council. The Finance and General Purposes Committee be recommended to progress the freehold transfer of the site outside of the Devo4 request.

GFEA165 **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. In response to questions she updated on the new waste management requirements from 1st April 2025.

GFEA166 **2025/26 BUDGET**

The Responsible Financial Officer responded to members questions.

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

RESOLVED that the draft budget for the Grounds services be agreed as set out.

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

RESOLVED that the draft budget for the Facilities services be agreed as set out.

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

RESOLVED that the incoming Council administration in May 2025 be recommended to prioritise the development of future strategy for the provision of public toilets by the Council.

GFEA167 **EXCLUSION OF THE PRESS AND PUBLIC**

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

GROUND, FACILITIES AND ENVIRONMENTAL ACTION COMMITTEE

PART II MINUTES
15TH JANUARY 2025

GFEA168 **MINUTES**

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

RESOLVED that the Part II minutes of the meeting held on 13th November 2024 be agreed as a correct record and signed by the Chair.

There being no further business to transact the Chair closed the meeting at 7.55pm.

Signed Dated.....

Grounds Report 15th January 2025

Storm Darragh: over a dozen trees down over various areas clean up recently completed.

We have a reasonably good stock of trees to plant as replacements.

Street weed treatment: looking to start in February, weather dependant.

Skatepark: x4 bench bases going in during January for donated benches, 2 benches ready and x2 to follow. Phase 3 works ready for tender, no funds held though.

Treluswell: Currently pricing a good project we have coming up to landscape opposite the filling station.

Training: Organising the team's training needs for the coming year is next on the list.

Staff: Patrick working towards botanical garden status for Gyllyngdune Gardens.

Georgia has been entered for apprentice of the year, she'll be attending the awards with her Mum 7th Feb at Eden.

Jack currently covering cemetery operations.

Team backfill covering Jack.

Environmental Education & Enforcement Officers Report – 15th January 2025

Here is what we have been focusing on above our normal duties/Patrols;

Stand at Career Fair at Falmouth Marine School

Falmouth School

- Week long daily presentations at Assemblies on ASB in our Parks and Green Spaces/PWP.
- Year 7 Work Party in Tregonigie Woods- Litter Pick, Pond Dipping, Water Testing, engagement.
- Starting organising a Spring Stomp for April through the green corridor

Supporting Christmas Lights Switch on

Homelessness

- Removal of two camps
- Continuing engagement with rising issues
- Supported moving on vans from unfavourable locations.

Refuse and Recycling

- New bin awareness information sharing
- Supporting locals through transitional issues

ASB

- Continuing to gather information on a number of issues and sharing these with the Local Policing Team. May be called to court on a number of issues. Lots of paper work here.

Smoke Free Parks Meeting- Asked about the possibility of creating a smoke free zone in Kimberly Park.

Tessa & Eamonn

Grounds, Facilities & Environment Committee

15th January 2025

Facilities Manager Update:

1. Re-Source Project : Kimberley Park Lodge

Construction works have continued in the period including timber structures for the two flat roofs which incorporated boarding for the insulation in readiness for the flat roofing contractor to commence activity in January. Other works included completion of secondary blockwork to high level windows in readiness for the timber frame system in that area. Key milestones for January will include completion of all roof coverings and installation of windows. Project remains on programme and budget. Electrical first fix specification is under review with Source FM ensuring that the electrical installation design aligns with user expectation and system compatibility. Our further funding application (£53k) to the Good Growth : SPF Year 4 continuation was unsuccessful as funds were limited to existing projects. Arts Council Supporting Grass Roots Music application was submitted on the 3rd December (£43k) for further training budget related to the recording studio. Decision relating to this application is anticipated in February. (Site progress photos are attached)

2. Municipal Building : Improvement Works

The original planning decision date (26th December) has been extended in order for further reviews of the proposed parapet leadwork detail to be agreed with the Architect (Historic England) and the Conservation Officer. The revised decision date is 31st January. It is likely that further conditions will be attached to the consent which will require site reviews once scaffold is in place (mortar samples). Conversations and correspondence with the Conservation Officer are ongoing and remain positive. The damp monitoring regime to analyse water ingress in the F/F office area is ongoing and is now supported with thermal camera surveys to establish causes of general deterioration in the render and stonework as well as internal humidity levels. The results of this analysis will detail the required refurbishment specification of this room which following related works will enable reoccupation and a baseline for further extensive building repairs.

3. Princess Pavilion

Community Ownership Funding (£238k) works programme:

Solar panel installation – completed in December

Low Carbon Heating Solution – heat pump installation commences 6th January.

Garden room floor refurbishment – commences January

Replacement entrance doors to garden room – commences mid February.

Sound – mixing console specified.

Lighting – enhanced scheme specified.

4. Gyllyngvase Toilets – Gender separation option appraisal

RTP Surveyors carried out a review of the potential alterations required in order to provide separate single sex provision within the existing premises. (Report attached 16.12.24)

The option to separate by internal partition the current arrangements is possible and “does not make such provision no less satisfactory than before the works are carried out.”.

Proposed internal reconfiguration works towards achievement of Building Regulations 2010 / Part T Approved Document (ADT) Plan C.

Considerations related to the progression of works:

Pros:

- Revised layout ensures privacy of female users and supports some views relating to safety whilst using wash facilities.
- Provides compliance towards Part T Approved Document (ADT) although not ideal for modern facilities of the size and scope needed in this location
- Provides interim solution prior to further strategic site facility plan.

Cons:

- Budgetary exposure (circa £45k) not currently identified in draft budget as significant service requirement.
- Male toilet provision reduced to 1 No urinal / 2 No cubicles for beach users. This will present significant issues in peak summer (queues / dissatisfaction)
- No gender neutral option. Change of disabled unit to incorporate this may also marginalise disabled users and potentially limit availability.

The Council has further received a related informal approach from Gyllyngvase Surf Life Saving Club who currently share the premises and are aware of the increased usage requirements of the site.

The enquiry relates to a proposal to progress a re-design / development of the current building in order to provide increased capacity for the club as well as designed increased and compliant toilet provision for FTC. Discussions are at an early stage but the club are keen to progress an initial conceptual proposal for committee review. Opportunities relating to grant funding will also form part of the proposal based upon the club’s charitable status.

The increasing year round beach activity and related community expectations will be key factors in ensuring that the building is fit for purpose for future years to come.

It is proposed that the decision on any interim refurbishment of the toilets is deferred until a comprehensive strategic review of the site is completed with related freehold transfer timelines from CC.

5. Pendennis Car Park

A formal application has been registered for Scheduled Monument Consent to Historic England for the resurfacing of the lower car park with Environpave environmentally recycled sustainable parking pavers. Approval is anticipated in late January with works progressing in late February with the successful surfacing contractor (CORMAC).

Re-Source Project : Progress December







Our ref: P240513/SW

Your ref: PO 685

Mr Andy Medlin
 Falmouth Town Council
 The Old Post Office
 The Moor
 Falmouth
 TR11 3QA

RTP Surveyors
 Tremough Innovation Centre
 Penryn, Cornwall, TR10 9TA

T 01326 318 599
E office@rtpsurveyors.co.uk
W rtpsurveyors.co.uk

Offices also at Victoria and Plymouth

17 December 2024

Dear Mr Medlin

Re: Public Conveniences at Gyllyngvase Beach, Falmouth, Cornwall – Review of potential alterations for compliance with Building Regulations single-sex provision

I refer to the above and my inspection of the property on 16 December.

The purpose of examination/inspection was to review the existing provision and configuration of the current universal toilet provision and offer advice on the feasibility of potential alterations to achieve compliant single-sex facilities. This advice is given for temporary solutions to the existing public dissatisfaction with the combined facilities and in the context of longer-term plans to convert or develop the spaces with adjacent occupiers (this would consider new facilities).

DESCRIPTION

The accommodation comprises a single storey building with one accessible WC near the existing main entrance, 10 No. universal toilet cubicles and a shared wash-hand-basin space with two wash/dry units. The South-West part of the building has been allocated to Gylly SLSC (surfing club) for their onward use. This is separated from the existing public toilet space.

CONSTRUCTION

The building is of rendered masonry external walls, with a tiled pitched roof on timber trusses.

LIMITATIONS OF INSPECTION

We have only inspected the property for the purposes of examination of the feasibility of potential single-sex facilities provision. No services details or testing information or asbestos reports have been provided at this outline stage. For detailed design, such input would be required in order to develop designed solutions and seek appropriate Planning and Building Control Approvals.

Directors

Richard L Collett BSc (Hons) MRICS
 John M Darbyshire BSc (Hons) MRICS

Associate Directors

Tony G Morehen BSc MRICS
 Robert J Portman BSc (Hons) MRICS

Registered Office

Leeward House, Fitzroy Road, Exeter Business Park, Exeter, Devon, EX1 3LJ
 RTP Surveyors is a company registered in England and Wales No. 6526380

This report does not consider the detailed condition of any element of the building, nor the appliances contained within it. No consideration of the utilities or services has been undertaken. Any lack of comment about the condition of any part of the building or facilities should not be taken as approval of what is there, but merely an indication of the key focus being to enable single-sex facilities, as opposed to shared toilets.

FINDINGS

The Building Regulations 2010 had a new Part T Approved Document (ADT) published during 2024. This gives guidance on requirements for toilet accommodation in non-domestic buildings. One of the main requirements is that any alterations in existing buildings should not make such provision no less satisfactory than before the works are carried out. One of the key principles is that where fully enclosed universal toilets are provided, hand washing should not be in shared spaces, but instead in either single-sex spaces or in the individual toilet cubicles.

The existing provision at Gyllyngvase Beach does not comply with these requirements. Currently, the wash-hand basin area is a shared space and not single-sex. There are two wash and dry units in this space and little opportunity to separate them into two single-sex spaces without losing comfortable space around each unit and access to the window in this area.

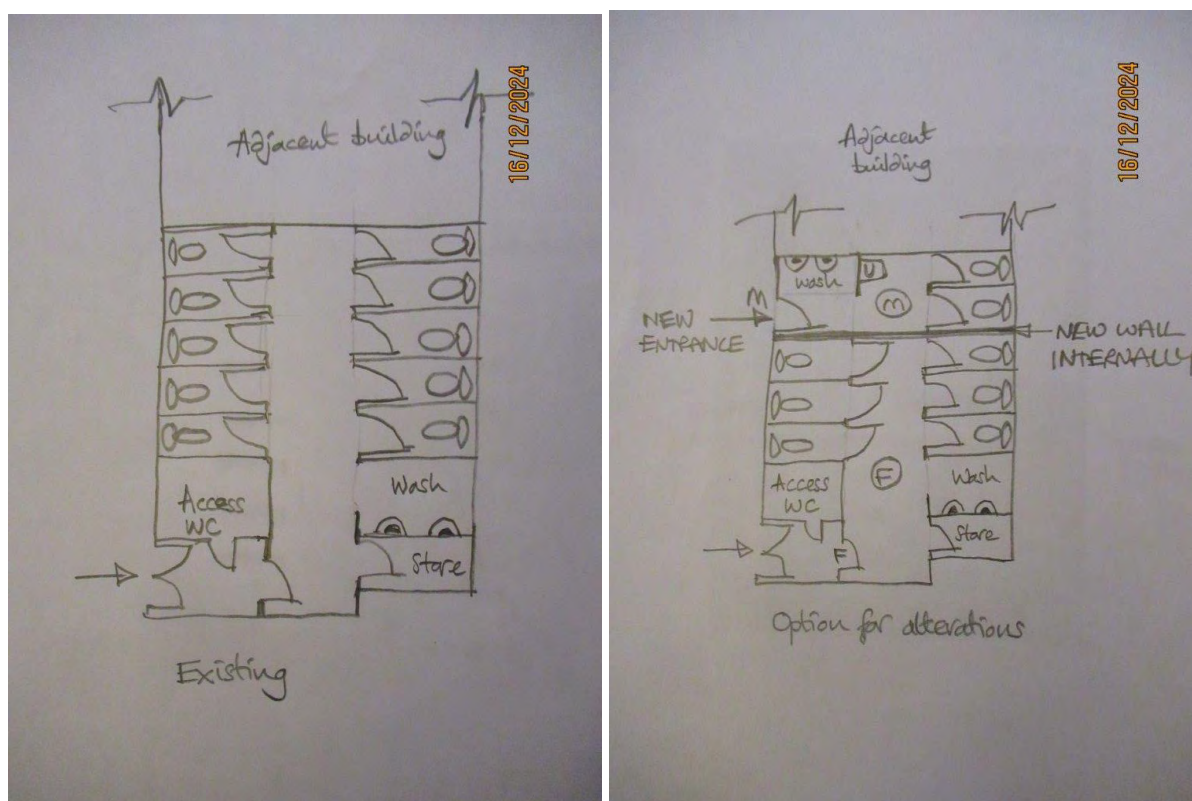
The current universal cubicles have a usable space of 950mm by 1600mm. This does not mean current requirements for universal toilets, which in ADT could be either plan A at 985mm by 2125mm or a plan B arrangement in a cubicle of 1050mm by 1685mm. Both of these options usually incorporate wash-hand-basins and drying facilities in each cubicle, to enable privacy.

The current cubicles could meet one of the single-sex arrangements in ADT, for plan C at 920mm by 1465mm with a 750mm door (without hand washing facilities). The plan D option would not be possible as the cubicles are not long enough. Plan C specification is for ambulant single-sex toilet cubicles, as long as appliances such as grab rails are also provided (ADT details the equipment required). However, for ambulant access, the door would usually be outward opening, and the current doors open inwards. The current provision in each cubicle therefore falls short of the minimum column of clearance needed for ease of access between the leading edge of the toilet seat and the door. Doors could be re-hung to open outwards to resolve this, as long as care was taken to stagger the doors (to avoid clashing in the corridor) or the doors could be made narrower for some cubicles so that these were 650mm inward opening and therefore more in line with standard single-sex cubicles (Type D). This would be a compromise and not full compliance. In the female section of the facilities, it may be best to have some retained as inward opening with smaller doors to 3 No. cubicles, with those opposite being more reflective of an ambulant design with outward opening doors in the current size.

In order to achieve single-sex compliance, or work towards that, separate entrances would be needed for male and female. If the existing Public Convenience entrance were retained at the North-East corner of the building, and the internal door after the accessible toilet re-used as a female entrance, then a new opening would be needed at the other end of the facilities to enable a male entrance to be introduced. This could be introduced at the South-West end of the building, where the last two beach-facing toilet cubicles would need to be removed,

and a new entrance lobby created. A full height dividing wall between male and female facilities would be needed in line with the new entrance lobby. With careful screen positioning internally, the two rear toilet cubicles could be retained in the male section and a small hand wash area and a urinal placed behind the screen, still allowing space to enter the cubicles. There is not sufficient space to include two urinals, allow 800mm between them, with screens, and then enable a wash-hand area to be installed. The two male cubicles would need to have their inward opening doors retained, in order to avoid clashes with those using the new lobby and wash-hand area. This is not a model solution, as an ambulant facility should ideally be provided. The female facilities would then incorporate 6 No. toilet cubicles and the current wash-hand space (which has two wash/dry units) and if half of the female toilets met ambulant needs this would be a good improvement.

An outline sketch of the existing and potential new configuration could be as follows:



It must be noted that the existing condition of facilities was not reviewed in detail as part of this work (being outside of the brief), but the photographic records show worn finishes internally and broken/missing vents in the window units. Allowance for replacement of vents and repair of finishes should be addressed if funds permit during the alteration works.

CONCLUSION

The above review has not included Part M of the Building Regulations, as no access was available to enter into the accessible WC. This needs to be reviewed along with any other alterations and improvements, such as baby changing facilities and changing places. There does not appear to be space within the current building to enable these to be provided, and therefore extensions or modern new facilities, would enable these additional requirements to be addressed.

As part of the above alteration option, the following works would need to be included in any budgeting, as well as repairs of existing appliances and finishes:

- Refurbishment Asbestos Survey
- Services and drainage tests/certification
- Construction of new internal separating wall (to divide male and female facilities)
- Removal of 2 No. toilets, and cubicle walls/fittings, including adjustments to plumbing and drainage
- Supply and fitting of 2 No. wash and dry units, including water supplies and drainage
- Supply and fitting of 1 No. urinal, including water supply and drainage
- Creation of opening in external wall (for the male entrance)
- Supply and fit new external door and internal screen
- Adjustments to female cubicle doors (re-hanging 3 No.)
- Supply and fit additional grab rails and equipment for ambulant access needs in 3 No. female cubicles
- Supply and fit 3 No. smaller cubicle doors in female space
- Improvements to accessible toilet provision
- Supply and fit new signage.

Whilst an accurate assessment of cost cannot be made without additional information, a budget estimate could be given for the above works in the region of £35,000 to £45,000 plus VAT. A more certain costing could be obtained from seeking quotes from builders, following some clarification on specification details and water/drainage runs.

In order to progress the design of the alterations, due consideration would be needed for Planning requirements (this is in a Conservation Area), as well as formal compliance with Building Regulations via Applications to Cornwall Council. RTP would be pleased to assist with this work and can provide a fee proposal upon request.

THIRD PARTIES

The contents of this report are strictly confidential to Mr Andy Medlin, Falmouth Town Council and their legal advisers, and for their use only.

No liability whatsoever can be accepted to any Third Party for any information, advice or opinions contained herein.

Yours sincerely



Sue Wilton BSc (Hons) MPhil MRICS IMaPS
For RTP Surveyors Limited
Chartered Building Surveyors



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

Focus	Action taken	Next steps
Community Environmental Projects/ initiatives	Marine and Coastal Partnership Conference attended on 19 November. Falmouth School working with EEOs to keep up impetus around litter.	Marine wildlife interpretation panel to be installed at Pendennis Point. Falmouth School ‘Stomp’ to be arranged for April 2 nd along Green Corridor
Carbon Reduction	Princess Pavilion (COF) –Solar installation completed on in Dec 2024. Passmore Edwards Municipal Building – planning application submitted. Total cost c. £2million. Delivery dependent on funding being secured. DECs completed for Municipal Building (B) and OPO (C). CEP assessment of PP identified further carbon saving potential. Further discussions required.	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	Recycling Roadshow event held at library on 9 Dec. Climate Emergency Event held at Atherton Suite on 30 Nov attended by 70 people.	Falmouth & Penryn CAP Marketplace Event on Tuesday, 28th January at 6:30 – 8.30pm
Water	SWW monthly update meetings set up with SEPO. Website with details of works Falmouth Sewer Improvement Scheme (southwestwater.co.uk) . SWW presented latest plans to full council on Dec 9 th	Estimates to be sought for rainwater harvesting at PP for 2025/26 budget Consider replacing push taps at toilets with water fountains to reduce water consumption
Community Engagement	SEPO attends Fal Energy Partnership and VSF Climate & Environment Alliance monthly meetings. SEPO attends Fal/Helford SAC meetings quarterly.	
Ocean Recovery	Declaration made in Jan 2022. Cornwall and Isles of Scilly Marine and Coastal Partnership prepared Marine Nature Recovery Opportunities for the Fal and Helford.	SEPO to attend quarterly meetings of CloS Marine and Coastal Partnership. 4 x ‘We are the Ocean’ banners to be installed

Focus	Action taken	Next steps
	2 x 'We are the Ocean' banners installed at Grove Place.	at Grove Place on Falmouth Harbour building. 'We are the Ocean' celebration with King Charles School to be arranged
Communication	Town Council received Judge's Commendation in the Cornwall Sustainability Awards in December. Home - Cornwall Sustainability Awards Also we are finalists in NALC Awards	Award ceremony for NALC in February to receive results
Other	Yellow rattle sown at Victorian Cemetery to trial reduction in grass growth to promote wildflowers. Emergency plan (incorporating flood plan)	Communication to encourage residents to be aware of resilience methodologies Cornwall – BeFloodReady What you can do - Devon, Cornwall and the Isles of Scilly Local Resilience Forum Sign up for flood warnings - GOV.UK Fairtrade Town signage to be prepared and installed
Recycling	CC roadshow held at Library on 9 Dec. Meeting held with unis to assist comms about changes with students. Small electricals recycling box being trialed at Falmouth Library. New legislation 'Simpler recycling' comes into effect from April 2025.	New waste service roll out to mid West area 5 (2025) has been confirmed for March 2025. Work with CC to promote. Implement Simpler recycling requirements across council by April 2025
Budget	£5,000 allocated in 2024/25 budget; £1,400 spent on rainwater harvesting tank survey at PP £800 committed to Library LED replacement £50 expenses	

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

Prepared by Karen Hall, Strategic Environmental Projects Officer

We are the ocean banner installation on Changing Places toilet wall





Environmental progress in 2024

Falmouth Town Council has committed to becoming carbon neutral by 2030, in line with Cornwall Council’s sustainability targets. Our holistic approach encompasses energy efficiency, waste management, water conservation, ocean recovery and community engagement. Through these initiatives, we strive to reduce our carbon footprint and inspire both residents and businesses to embrace sustainable practices.



We were recognised in the Cornwall Sustainability Awards in December with a Judge’s Commendation in the most sustainable organisation – large category. The Council is also a finalist in the NALC awards for Climate Response category.

Decarbonisation:

We published the second Carbon Audit which forms the backbone of the Decarbonisation Strategy which was adopted by Full Council in June.



We have made significant strides in reducing energy consumption, enhancing energy efficiency, and generating power from renewable sources. Our initiatives in 2024 included:

- Installing solar panels at the Princess Pavilion
- Commissioning low-carbon heating installation at Princess Pavilion (installation in Jan 2025)
- Purchasing an all-electric lawn mower for our gardening team
- Initiating a rolling programme to upgrade library lighting to LED
- Implementing timed switch-off mechanisms for lights and electrical appliances
- Transitioning Falmouth Town Council’s energy supply to 100% renewable energy
- Conducting a decarbonisation feasibility study for our Passmore Edwards Municipal building
- Introducing a bike-to-work scheme for employees
- Our Procurement Policy includes reference to our consideration of location as part of the bidding process

Waste:



- Partnering with South West Bars, our event supplier, to develop a sustainability policy for events, including Falmouth Week, focusing on food, waste management, and energy efficiency.
- Organising ‘Love Where You Live’ litter picks, engaging over 90 participants, including local secondary school students, to connect waste management with environmental health.

- Encouraging community groups to recruit volunteers through our local website, 'Love Falmouth Volunteer,' which has successfully brought new volunteers to several environmental organisations.
- The monthly Falmouth & Penryn Repair Café is run out of one of our buildings – the Princess Pavilion

Water:

**Falmouth
Accelerated
Programme**

Storm Overflow Reduction

Charlie Ford – Project Manager
Kathy Merton – Regulatory Programme Manager
Mark Wright - Director of Mobilisation

South West
Water

- Continued to engage with South West Water around their plans for the reduction in spills across Falmouth by 2028
- Investigating the reinstatement of a non-operational stormwater tank at the Princess Pavilion.

Biodiversity:



- Managing natural habitats in the Victorian Cemetery and Pendennis headland to conserve, and promote biodiversity
- Replacing traditional shrubs with wildlife-friendly plants in three borders of the new Falmouth cemetery
- Yellow rattle trial on small section in the Victorian Cemetery working with volunteer group
- Engaged with Nature Recovery team at Cornwall Council and will monitor impact of the new 30 by 30 strategy

Ocean Recovery



- Installed 'We are the Ocean' banners at Grove Place in conjunction with University of Exeter's worldwide campaign 'We are the possible'
- Funding for interpretation panels at Falmouth Harbour to celebrate new marine habitats
- Securing external funding for MarketSetBot race markers for the POFSA sailing event during Falmouth Week reducing the impact on our seabed

Community Participation:



- A Carbon Reduction event organised by the Rotary Club, subsidised by the council, which showcased strategies for reducing energy consumption
- A "Green Week" at our Municipal Building featuring 11 sessions led by local groups on sustainable living topics, including fair trade and energy-saving tips
- Facilitating partnerships with local organisations to create volunteering opportunities via our Volunteer portal
- Hands-on projects for students from Falmouth Marine School, including pond clearance at Kimberley Park and a partnership with Cornwall Wildlife Trust to manage Swanvale Nature Reserve.

		Budget	Forecast	Adjustment/Inclusion		Proposed	NOTES
		2024/25	2024/25	2025/26		2025/26	
		C5823	From October	Budget changes	Project Movement		
CEMETERIES	EXPENDITURE						
Operational	Stationery/Phones/Office expenses/Insurance	3,000.00	2,268.00	- 500.00	-	2,500.00	Slight Reduction - reflect projection
	Repairs/Replacements	3,000.00	3,002.00	100.00	-	3,100.00	Slight Increase - inflation
	Trees/Tree Surgery	3,500.00	3,500.00	-	-	3,500.00	
	Electricity	7,500.00	6,651.00	-	-	7,500.00	
	Rates/Water/Council Tax	15,500.00	15,867.00	1,500.00	-	17,000.00	Slight Increase - inflation
	Dog Notices/Bins	500.00	500.00	-	-	500.00	
	Building and Infrastructure Repairs	5,000.00	4,878.00	10,500.00	-	15,500.00	Slight Increase - inflation
	Grounds Maintenance	4,400.00	15,647.00	5,000.00	-	9,400.00	Increased potential operational support
	Miscellaneous	10,000.00	13,712.00	2,000.00	-	12,000.00	Increase to reflect projection
	Cemetery and Burial Project Work	2,000.00	-	-	-	2,000.00	reduced no works planned
	New site misc	2,000.00	-	-	-	2,000.00	reduced no works planned
	CAPITAL						
	New Cemetery Site		-	-	-	-	
	Other Capital inc plant	5,000.00	-	-	-	5,000.00	
	INCOME						
	Cemetery Fees	39,000.00	38,331.00	-	-	39,000.00	retained
							18,600.00
							83%
CEMETERIES	EXPENDITURE						
Other	General Site Works	1,050.00	-	- 550.00	-	500.00	
	Repairs and Project works	1,050.00	10,000.00	- 550.00	-	500.00	
	CAPITAL						
	Contribution to potential further works	-	-	-	-	-	
	INCOME						
	Cemetery J&C		7,575.00	-	-	-	
							1,100.00
GROUNDS	EXPENDITURE						
	Salaries	381,731.35	388,876.00	65,914.65		447,646.00	Increased - NI/Budget move to corporate KH/recruitment and app uplift
	PPE and workwear	5,500.00	2,674.00	- 1,000.00		4,500.00	slight reduction
	Plant and Vehicle Costs	12,500.00	13,881.00	2,000.00		14,500.00	increased
	Materials and Supplies - general	5,250.00	4,902.00			5,250.00	
	Equipment - under £300	3,500.00	3,685.00			3,500.00	
	Repairs and Renewals	3,500.00	2,593.00			3,500.00	
	Misc. - licenses and on costs	4,400.00	4,570.00			4,400.00	
	Falmouth Spring Flower Show	1,500.00	1,500.00			1,500.00	
	Contractor Costs	387.95	1,304.00	2,000.05		2,388.00	
	CAPITAL						
	Plant and Machinery	3,000.00	8,714.00			3,000.00	
	INCOME						
	Sponsorship/services and Misc	22,000.00	27,190.00	- 13,000.00		9,000.00	Reduced as recharge income moved to toilets
							81,914.70
							21%
PARKS AND OPEN SPACES	EXPENDITURE						
GYLLYNGDUNE	Plants/bedding and GM works	13,000.00	8,441.00	- 4,000.00	-	9,000.00	reduced to reflect projection
	Signage and other site matters	2,000.00	1,936.00			2,000.00	
	Tree Surgery/Forestry Survey	3,000.00	744.00			3,000.00	retained to enable works
	Property Maintenance / R&R and Other	1,000.00	1,000.00			1,000.00	
	Utilities EGT	-	-			-	
	Project Works inc play repairs	1,000.00	1,000.00	5,000.00		6,000.00	repairs of play equipment
	Falmouth Spring Flower Show						
	Capital Project works	-	-	-	-	-	
	INCOME						
	Donations	-	-			-	
	Plant Sales and Misc	6,500.00	4,317.00	-	-	6,500.00	
							1,000.00
							7%
PARKS AND OPEN SPACES	EXPENDITURE						
TRESCOBEAS	Forestry/Drainage	1,000.00	1,000.00			1,000.00	
	Equipment/Insurance/Misc	1,500.00	1,332.00			1,500.00	
	Maintenance	1,500.00	2,918.00	1,500.00		3,000.00	

	Project/Improvements	3,500.00	-	-	1,500.00	-	-	2,000.00	
		7,500.00	5,250.00	-	-	-	-	7,500.00	
	Rates/Water/Council Tax								
	Capital	-	-	-	-	-	-	-	
		-	-	-	-	-	-	-	
	Grounds Maintenance								
		-	-	-	-	-	-	-	
	TOTAL	7,500.00	5,250.00	-	-	-	-	7,500.00	-
									Cost Centre Inc
									-
PARKS AND OPEN SPACES		Budget	Forecast	Adjustment/Inclusion				Proposed	
		2024/25	2024/25	2025/26				2025/26	
	EXPENDITURE	C5823	From October	Budget changes	Project Movement				
KIMBERLEY	Rates and Water Rates	8,700.00	4,524.00	-	2,500.00	-	-	6,200.00	reduced to reflect projection
	Insurance	1,500.00	783.00	-	-	-	-	1,500.00	
	Plants/bedding and GM works	16,500.00	15,743.00	-	-	-	-	16,500.00	
	Dog Fouling/Signs/Bins	1,034.46	2,053.00	1,300.00	-	-	-	2,334.46	increased re waste management
	Tree Surgery/Forestry Survey	2,543.00	3,080.00	2,500.00	-	-	-	5,043.00	uplift re tree works
	Property Maintenance / R&R and Other	5,000.00	3,644.00	-	-	-	-	5,000.00	
	Utilities EGT	5,500.00	4,142.00	-	-	-	-	5,500.00	
	Project Works inc play repairs	9,500.00	732,500.00	500.00	-	-	-	10,000.00	
		50,277.46	766,469.00	1,800.00	-	-	-	52,077.46	
	Rates/Water/Council Tax								
	Capital Project works	20,000.00	20,000.00	-10,000.00	-	-	-	10,000.00	retained re potential add works
		20,000.00	20,000.00	-10,000.00	-	-	-	10,000.00	
	INCOME								
	Kimberley	750.00	642,750.00	3,500.00	-	-	-	4,250.00	increased re building development
	TOTAL	750.00	642,750.00	3,500.00	-	-	-	4,250.00	
		69,527.46	143,719.00	-11,700.00	-	-	-	57,827.46	11,700.00
									Cost Centre Inc
									-17%
PARKS AND OPEN SPACES		Budget	Forecast	Adjustment/Inclusion				Proposed	
		2024/25	2024/25	2025/26				2025/26	
	EXPENDITURE	C5823	From October	Budget changes	Project Movement				
TRELAWNEY	Repairs & Fencing	1,000.00	-	-	-	-	-	1,000.00	
	Site Costs - Ins/Misc etc	1,000.00	882.00	-	-	-	-	1,000.00	
		2,000.00	882.00	-	-	-	-	2,000.00	
	Rates/Water/Council Tax								
	Capital Works	-	-	-	-	-	-	-	
		-	-	-	-	-	-	-	
	INCOME								
	Trelawney	-	-	-	-	-	-	-	
	TOTAL	-	-	-	-	-	-	-	
		2,000.00	882.00	-	-	-	-	2,000.00	-
									Cost Centre Inc
									-
PARKS AND OPEN SPACES		Budget	Forecast	Adjustment/Inclusion				Proposed	
		2024/25	2024/25	2025/26				2025/26	
	EXPENDITURE	C5823	From October	Budget changes	Project Movement				
DRACAENA	Pitch Maintenance and R&R	4,500.00	2,679.00	-	-	-	-	4,500.00	
	General Site Maintenance - inc Waste	9,000.00	4,882.00	-	-	-	-	9,000.00	
	Horticultural - verge and tree works	5,000.00	5,000.00	-	-	-	-	5,000.00	retained for tree works
	Project Works	1,000.00	381,648.00	-	-	-	-	1,000.00	
		19,500.00	394,209.00	-	-	-	-	19,500.00	
	CAPITAL								
	Capital works	10,000.00	-	-	-	-	-	10,000.00	
		10,000.00	-	-	-	-	-	10,000.00	
	INCOME								
	Dracaena	8,500.00	261,865.00	-	-	-	-	8,500.00	
	TOTAL	8,500.00	261,865.00	-	-	-	-	8,500.00	
		21,000.00	132,344.00	-	-	-	-	21,000.00	-
									Cost Centre Inc
									-
ALLOTMENTS		Budget	Forecast	Adjustment/Inclusion				Proposed	
		2024/25	2024/25	2025/26				2025/26	
	EXPENDITURE	C5823	From October	Budget changes	Project Movement				
	Repairs and tree works etc	1,000.00	1,000.00	-	-	-	-	1,000.00	
		1,000.00	1,000.00	-	-	-	-	1,000.00	
	CAPITAL								
	Capital works	-	-	-	-	-	-	-	
		-	-	-	-	-	-	-	
	INCOME								
	Allotment Rents etc	3,207.50	3,275.00	-	-	-	-	3,207.50	
	TOTAL	3,207.50	3,275.00	-	-	-	-	3,207.50	
		-2,207.50	-2,275.00	-	-	-	-	-2,207.50	-
									Cost Centre Inc
									-
SEATS/SHELTERS/ FOOTPATHS		Budget	Forecast	Adjustment/Inclusion				Proposed	
		2024/25	2024/25	2025/26				2025/26	
	EXPENDITURE	C5823	From October	Budget changes	Project Movement				
	Public Seats - Repairs etc.	3,000.00	3,000.00	-	-	-	-	3,000.00	
	Shelter Cleaning	500.00	-	-	-	-	-	500.00	
	Shelter Repairs	2,000.00	1,204.00	-	-	-	-	2,000.00	
	Footpaths	1,000.00	1,575.00	1,500.00	-	-	-	2,500.00	
		6,500.00	5,779.00	1,500.00	-	-	-	8,000.00	
	CAPITAL								
	Capital works	-	-	-	-	-	-	-	
		-	-	-	-	-	-	-	
	INCOME								
	LMP and other	3,000.00	2,987.00	-	-	-	-	3,000.00	
	TOTAL	3,000.00	2,987.00	-	-	-	-	3,000.00	
		3,500.00	2,792.00	1,500.00	-	-	-	5,000.00	1,500.00
									Cost Centre Inc
									43%
		Budget	Forecast	Adjustment/Inclusion				Proposed	

FACILITIES	EXPENDITURE	Budget	Forecast	Adjustment/Inclusion		Proposed	NOTES	
		2024/25	2024/25	2025/26		2025/26		
		C5823	From October	Budget	Project			
	Salaries	266,586.15	258,027.00	-	11,739.15		254,847.00	Staff retirement/NI and operational requirements
	PPE and workwear	3,500.00	2,561.00	-			3,500.00	
	Plant and Vehicle Costs	6,500.00	6,265.00	-			6,500.00	
	Materials and Supplies - general	2,700.00	2,641.00	-			2,700.00	
	Equipment - under £300	3,000.00	3,514.00		1,000.00		4,000.00	
	Repairs and Renewals	2,000.00	1,350.00				2,000.00	
	Misc. - licenses and on costs	1,250.00	4,006.00		3,000.00		4,250.00	
	Contractor Costs	-	937.00		2,000.00		2,000.00	
		285,536.15	279,301.00	-	1,016.15	-	279,797.00	
	CAPITAL							
	Plant and Machinery	3,000.00	3,000.00				3,000.00	
		3,000.00	3,000.00	-	-	-	3,000.00	
	INCOME							
	Sponsorship/services and Misc	-	-				-	
	TOTAL	-	-	-	-	-	-	
		288,536.15	282,301.00	-	1,016.15	-	282,797.00	5,739.15

Cost Centre Increase -2%

BUILDINGS	EXPENDITURE	Budget	Forecast	Adjustment/Inclusion		Proposed	NOTES	
		2024/25	2024/25	2025/26		2025/26		
		C5823	From October	Budget	Project			
Municipal	Repairs & Renewals	40,000.00	39,003.00		-		40,000.00	
	Cleaning Costs - contract and other	33,000.00	38,935.00		7,000.00		40,000.00	uplift for inflation
	Business/Water Rates	30,000.00	28,560.00				30,000.00	
	Utilities - E and G	33,000.00	26,623.00	-	3,000.00		30,000.00	slight reduction re projection
	Alarm and Amplification System	4,000.00	6,253.00		2,000.00		6,000.00	uplift for inflation and to reflect projection
	Consumables and misc. (inc telephone)	2,100.00	6,065.00		4,000.00		6,100.00	uplift for inflation and to reflect projection
	CCTV and Security	4,500.00	-	-	2,000.00		2,500.00	
		146,600.00	145,439.00	8,000.00	-	-	154,600.00	
	CAPITAL							
	MNB Capital works	30,000.00	-	-	-		30,000.00	
		30,000.00	-	-	-	-	30,000.00	
	INCOME							
	Rent - Lodge/Cemetery	12,600.00	12,600.00		-		12,600.00	
Rent - Other	750.00	12,260.00		250.00		1,000.00		
TOTAL	13,350.00	24,860.00	250.00	-	-	13,600.00		
		163,250.00	120,579.00	7,750.00	-	-	171,000.00	7,750.00

Cost Centre Increase 5%

BUILDINGS	EXPENDITURE	Budget	Forecast	Adjustment/Inclusion		Proposed	NOTES	
		2024/25	2024/25	2025/26		2025/26		
		C5823	From October	Budget	Project			
Toilets	Rates and Water Rates and other utilities	31,000.00	26,967.00	-	1,000.00		30,000.00	reduction re projection
	Utilities (G&E)	19,000.00	14,373.00	-	2,000.00		17,000.00	reduction re projection
	Contractor Cleaning Costs	39,000.00	62,347.00		40,000.00		79,000.00	upflight change of service provision
	Repairs and Refurbishments	10,500.00	10,038.00				10,500.00	
	Misc. - facilities management and waste etc.	4,000.00	3,641.00				4,000.00	
	Consumables	35,000.00	32,373.00				35,000.00	
		138,500.00	149,739.00	37,000.00	-	-	175,500.00	
	CAPITAL							
	Building Capital Works	10,000.00	4,500.00	-	5,000.00		5,000.00	
		10,000.00	4,500.00	-	5,000.00	-	5,000.00	
INCOME								
Advertising and Other Sponsorship Income	-	-	15,000.00			15,000.00	recharge costs	
TOTAL	-	-	15,000.00	-	-	15,000.00		
		148,500.00	154,239.00	17,000.00	-	-	165,500.00	17,000.00

Cost Centre Increase 11%

BUILDINGS	EXPENDITURE	Budget	Forecast	Adjustment/Inclusion		Proposed	NOTES
		2024/25	2024/25	2025/26		2025/26	
		C5823	From October	Budget	Project		

The Old Post Office	NDBR and Water Rates	42,000.00	42,302.00	1,260.00	-	43,260.00		
	Other Utilities G&E	30,000.00	22,575.00	- 3,500.00	-	26,500.00		
	Repairs and Refurbishments	9,500.00	15,484.00	6,000.00	-	15,500.00	upflight to enable repairs	
	Repairs - Shared	1,000.00	954.00		-	1,000.00		
	Misc/Equipment/Serviceing	5,600.00	2,770.00	- 2,000.00	-	3,600.00		
	Cleaning and Security	37,000.00	32,103.00	- 2,000.00	-	35,000.00		
	PWLB - repayments	67,395.54	67,395.54	- 7,088.25	-	60,307.29		
	Atherton Suite	2,000.00	6,171.00		-	2,000.00		
		194,495.54	189,754.54	- 7,328.25	-	187,167.29		
	CAPITAL							
	Capital works	-	799.00	1,000.00	-	1,000.00		
		-	799.00	1,000.00	-	1,000.00		
	INCOME							
	Other	2,000.00	1,136.00			2,000.00		
Rent - PO inc tenants and AS	100,000.00	88,865.00	- 15,000.00	-	85,000.00	reduced re projection and possible tenancy changes		
TOTAL	102,000.00	90,001.00	- 15,000.00	-	87,000.00			
	92,495.54	100,552.54	8,671.75	-	101,167.29	8,671.75		
Cost Centre Increase							9%	
PRINCESS PAVILION	EXPENDITURE	Budget 2024/25	Forecast 2024/25	Adjustment/Inclusion 2025/26		Proposed 2025/26		
		C5823	From October	Budget	Project			
	Buildings	Building Infrastructure R&R	41,000.00	43,069.00	2,000.00	-	43,000.00	Verander/Water
			41,000.00	43,069.00	2,000.00	-	43,000.00	
	CAPITAL							
			65,000.00	249,012.00	- 40,000.00	-	25,000.00	Retained £25k to allow for works to veranda/water storage reuse onsite
			65,000.00	249,012.00	- 40,000.00	-	25,000.00	
	INCOME							
		Donations/Grants	-	190,000.00	-	-	-	
		TOTAL	-	190,000.00	-	-	-	
		106,000.00	102,081.00	- 38,000.00	-	68,000.00	- 38,000.00	
Cost Centre Increase							-36%	
PARKS AND OPEN SPACES	EXPENDITURE	Budget 2024/25	Forecast 2024/25	Adjustment/Inclusion 2025/26		Proposed 2025/26		
		C5823	From October	Budget changes	Project Movement			
	KIMBERLEY	Rates and Water Rates	8,700.00	4,524.00	- 2,500.00	-	6,200.00	reduced to reflect projection
		Insurance	1,500.00	783.00		-	1,500.00	
		Plants/bedding and GM works	16,500.00	15,743.00		-	16,500.00	Bank and other works
		Dog Fouling/Signs/Bins	1,034.46	2,053.00	1,300.00	-	2,334.46	increased re waste management
		Tree Surgery/Forestry Survey	2,543.00	3,080.00	2,500.00	-	5,043.00	uplift re tree works
		Property Maintenance / R&R and Other	5,000.00	3,644.00		-	5,000.00	
		Utilities EGT	5,500.00	4,142.00		-	5,500.00	
		Project Works inc play repairs	9,500.00	732,500.00	500.00	-	10,000.00	stage levels
		50,277.46	766,469.00	1,800.00	-	52,077.46		
CAPITAL								
	Capital Project works	20,000.00	20,000.00	- 10,000.00	-	10,000.00	retained re potential add works	
		20,000.00	20,000.00	- 10,000.00	-	10,000.00		
INCOME								
	Kimberley	750.00	642,750.00	3,500.00	-	4,250.00	increased re building development	
	TOTAL	750.00	642,750.00	3,500.00	-	4,250.00		
		69,527.46	143,719.00	- 11,700.00	-	57,827.46	- 11,700.00	
Cost Centre Increase							-17%	



ASSESSMENT DECISION NOTICE

A BREACH OF THE CODE HAS BEEN FOUND

ACTION REQUIRED

Reference:	CCN102/24/25
Complainant:	Mr J Healey – On behalf of Healeys Cornwall
Subject Member:	Councillor Z Young, Falmouth Town Council
Person conducting the Assessment:	Simon Mansell, Group Manager - Assurance
Date of Assessment:	23 January 2025

Assessment of the Complaint

Decision and Action

That for the reasons set out in this Notice there has been a breach of the Code of Conduct.

As no attempt has been made to remedy the breach by the Subject Member, the Subject Member should apologise to the Company in writing for the post made on social media which is referred to in this assessment. If this is not done then it is recommended to the Town Council that the Subject Member be censured.

Complaint

The Complainant has set out the following;

'As a tenant of Cornwall Council, I wish to make a formal complaint with regards to the conduct, libel and slanderous claims made publicly, by a councillor, against our business.

We are a tenant of Cornwall Council. We have a lease with the council which explicitly gives us commercial rights to Gyllynvase beach.

As part of this lease, we are required to manage the many requests for events on the beach, ensuring H&S/risk assessments etc etc, together with insuring the activity and carrying the liability. There is nothing new here, this has long been the case at Gylly. Please see link here <https://www.gyllybeach.com/location-beach-hire>

Councillor Young, has, however, decided to vilify us for exercising our rights. Using terms like 'piracy' is wholly unacceptable and gives across the impression that we are acting out of line, especially as this is coming from an 'official looking' person with the term 'councillor' in her name. It is purely done to illicit a negative response on what has been a long-standing right that pre-existed our involvement. There are members of the community that have now been given the (wrong) impression that we are trying to take advantage of the beach and do something we are not allowed to do. This will have damaged our relationship with the local community.

Please see attached to this email confirmation from the town clerk that we are acting within our rights, and in accordance with our lease.

We therefore find the antagonistic and slanderous post by Councillor Young wholly inappropriate and request this is urgently investigated'.

In support of the complaint the Complainant has provided a copy of the online post which was made by the Subject Member, a copy of the Lease held with regards to the use of the beach and an email from the Clerk to the Town Council which sets out that the Complainants Company were acting within their rights.

The Response from the Subject Member

No response has been received from the Subject Member.

Views of the Independent Person

Having reviewed the social media posting it is my view that the post was written by Cllr Young, confirmed in conversation, and she had written the comments in her capacity as a Councillor. Therefore, the Code of conduct applies to her actions.

Having read the contract of lease, provided by Healeys, and the lack of clarity from Cllr Young on substantive and justifiable reasons supporting her claims for Piracy. It is my view that she was disrespectful in her unfounded claim and use of the term Piracy when conveying her concerns about the actions of the Lease holder, Healeys.

In my view it portrays the Lease holder in a poor light and conveys a very negative and inaccurate message to those members of the public who may have read her social media post.

It is my view that Cllr Young is in breach of paragraph 2.1 of the Code and as her conduct falls below that required, she is also in breach of paragraph 2.5 of the Code by failing to promote high standards of conduct. As a result, it is also my view that Cllr Young is also in breach of paragraph 2.10 bringing her office into disrepute.

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

It is noted that the Complainant is of the opinion that the post by the Subject Member is both slander and libel. This process only considers the complaint against the Code of Conduct and does not consider if any of the actions of any member are either slander or libel. Should the Complainant wish to pursue this he is advised to seek his own legal advice.

In considering the complaint against the Code of Conduct the starting point is the post made by the Subject Member which is done in her name as a Councillor for Arwenack Ward.

The initial post does not name the company directly but does name the beach and states;

'It is unacceptable piracy that private company should attempt to charge for a publicly managed beach.'

Countering this the Complainant has said that the Lease allows them to use the beach for commercial purposes and, in the fifth schedule to the Lease which is subtitled 'Beach Rights' at paragraph 1 the Lease sets out that the Company does have the 'Sole and exclusive rights to carry out upon the beach any trade or business...'

In the email from the Clerk to the Council, which is mentioned by the Complainant the Clerk states; *'The Council recognises your ownership and the activities that can and cannot be undertaken regarding the lease of the beach area from Cornwall Council.'*

As part of the assessment of this matter I have looked at the original post which remains online, and within the thread the Subject Member names the Company as the leaseholder of the beach. There are 118 reactions to the post and 104 comments. Whilst some of the comments do object to that is referred to as a 'local Councillor appearing to stir things up rather than presenting the facts' the majority follow the lead of the post by the Subject Member and are negative towards to the company.

It is concerning that the Subject Member posted on social media in this manner. In this it is accepted that in the initial posting an error could have been made however, the post was made on 15 December 2025, and there have been no attempts by the Subject Member to correct it even though, though this process she will have been aware of the lease and the rights of the Company from the beginning of January and this includes the views of the clerk to the Town Council.

This and the original posting show a lack of respect for both the Company and the legal status of the lease. The Subject Member may wish to challenge the lease, which is her right, either as a member or as a private individual however, in doing so she needs to be factual and the key fact is that the Company cannot be engaged in piracy, if they are legally allowed to do something.

I also note the number of people expressing their concern about the actions undertaken by the Company. However, without a clear steer from the Subject Member on the legal rights of the Company, they would not be able to make a challenge if they wanted to. Members of the public would, as a minimum, expect that if an elected member was mounting a challenge to anything they would do so in a way that was based on fact, not by a misleading statement.

As a result of the above I consider that the Subject Member has breached 2.1, and 2.10 of the Code of Conduct as her actions show a lack of respect for the Company and she has brought her office but not her authority into disrepute. I also consider that through her actions the Subject Member has failed to uphold high standards of conduct and has breached 2.5 of the Code of Conduct.

Summary and Actions

A Councillor can, if they wish, challenge and become involved with local matters if they consider there are inequities but in doing this the approach is fact based and, as is set out above, when errors occur as they inevitably do, then these are corrected.

A particular concern is that, despite being aware of the facts the Subject Member has not sought to amend her posting, leaving those reading the post that the Company is engaged, in the opinion of the subject Member, in piracy.

As no attempt has been made to remedy the breach by the Subject Member, the Subject Member should apologise to the Company in writing for the post. If this is not done, then it is recommended to the Town Council that the Subject Member be censured.

The Subject Member is also advised to either amend or to remove the original posting made on social media, though it is accepted that this process cannot impose a sanction if this is not done.

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 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.



Town Management Report to Falmouth Town Council 10/03/25

SAFE & SECURE

As per usual I keep Safe & Secure as a topic as part of this report. Many issues have been overcome with ASB over the last few months but as always there is still lots to do. We have seen a marked improvement around the Moor but at a recent traders meeting there have been many challenges particularly in Market Street. I would like to thank everyone for their efforts (Police, ASB CC team, TC staff, CCTV operators, Street Rangers, traders with comms and DISC usage etc).

Street Rangers have very recently undertaken CSAS training and all of above has been fed into a recent meeting with the Police and Crime Commissioner to highlight our concerns and comments.

With the weather improving and days getting longer everything will be closely monitored for emerging issue.

TOWN DELIVERY FUND

As mentioned on the previous report this has further developed, and grants are now starting to be paid to the various businesses that applied. It has been very well received.

BOLLARD WORKS & COMMS

The Town Team have made sure working closely with the Rangers and also Cornwall Council/Cormac that detailed comms have gone out to the town. This was electronically as well as hand delivered to all businesses within Market Street/Church Street and Arwenack Street. The Town Team were very mindful that clear comms must sent to all businesses and residents in advance, and this would not have happened if the works took place in October as first planned.

While these works are always going to be challenging due to the location, for the vast majority of the time deliveries/shuttle bus/residents etc have been maintained via the temporary road. This was not due to be the case but something we pushed for to make town operations a bit smoother during the works.

SEA SHANTY FUNDRAISER

This annual event takes place on Sat 1st March to raise money for the main festival in June. There will be more detail in the next Cultural Services report but it is a 'sell out' for the evening at the National Maritime Museum which is great news.

ATCM CONFERENCE

Richard Wilcox and I recently attended a national conference in London for the Association of Town City Management. We were asked to present the Falmouth 'case study' of how we work together and the effective partnership that has been established between Falmouth Town Council and Falmouth BID over the years. It is important to highlight that we are not the 'norm' and many towns and cities are keen to understand how we have such an effective partnership. Apparently our talk was inspiring!!

CiLCA QUALIFICATION

The Certificate of Local Council Administration qualification that I have been undertaking is almost complete. A little more to do over the next couple of months and it should be signed off. The Town Clerk has this qualification and is required for the council to maintain the General Power of Competence.



FALMOUTH TOWN COUNCIL

10TH MARCH 2025

TOWN CLERK'S REPORT – PART I

1. 2025/26 RESIDENTS LETTER

Attached is Council's Residents' Letter which is required to be made available by Cornwall Council as the Council Tax Billing Authority to accompany the publishing of council tax bills.

2. ELECTIONS – 1ST MAY 2025

Members will have received copies of the Town Council's Prospective Councillor Packs and the election timetable details. As well as the proposed arrangements for induction and onboarding of new councillors, some of these are mandatory requirements and so please ensure they are in your diaries.

Cornwall Council will run an awareness session for prospective town and parish councillors regarding the election process on 12th March 2025 at 5pm and I have circulated the link of that webinar.

There have been some changes to meetings and the new schedule has now been published.

The pre-election period commences with the beginning of the nomination period – 14th March 2025 and Councillors need to be cognisant of those requirements.

Good luck to those members that are seeking re-election and thank you to those councillors who have served the council and supported our community this term.

**Mark Williams FGC FSLCC
Town Clerk
March 2025**