

## DRAFT MINUTES

At a future meeting the council will consider the accuracy of these minutes, so they may be subject to change. Please check the minutes to that meeting to confirm whether or not they have been amended

### MINUTES OF A MEETING OF FOWEY TOWN COUNCIL HELD ON WEDNESDAY 19<sup>th</sup> SEPTEMBER 2018 AT 7.00pm IN FOWEY TOWN HALL

**18/52 Present** The Mayor, Cllr Mrs R Finlay  
The Deputy Mayor, Cllr J Berryman  
Councillors G Asker, Mrs F Day, P Fassam, P Hughes, Mrs L Simms,  
Mrs C Woodside

**In Attendance** The Town Clerk, Sally Vincent  
Cornwall Councillor A Virr  
3 members of the public (part)

**18/53 Apologies** None

#### **18/54 Declaration of Interests**

- α. Pecuniary – None.
- β. Non Registerable – None
- χ. Dispensations – The Town Clerk had extended a dispensation to Cllr Finlay to participate in any discussion pertaining to the Fowey allotments. The Town Clerk had extended a dispensation to Cllr Fassam to participate in any discussion pertaining to the Fowey allotments.

#### **18/55 Public Participation & Questions**

A member of the public had heard that the Parade was going to be opened up to cyclists and queried what FTC intended to do about it: she considered it to be completely inappropriate. The Mayor explained that currently the Parade was designated as a public footpath, although she had received complaints that cyclists were using it. The Town Clerk confirmed that she had not received any documentation to suggest that this designation might be changed but if this option was put forward in the future the matter would be debated by FTC as an agenda item. A resident of Lostwithiel Street queried if the current use of Baseleys Garage was legal as it appeared to be in use as a workshop/office. Cllr Asker agreed to investigate.

#### **18/56 Minutes of the Meeting held on 18<sup>th</sup> July**

It was proposed by Cllr Asker, seconded Cllr Woodside and RESOLVED that the minutes be confirmed and signed by the Chairman.

#### **18/57 Matters Arising not on the Agenda (for report only)**

**Neighbourhood Plan** The Mayor reported that on 27<sup>th</sup> August the draft NP was sent to CC to be screened to see if it needs an SEA Strategic Environmental Assessment. This takes a statutory 3 weeks and she hoped to hear by next week. Our Consultant James Evans is writing our Basic

Conditions Statement, which demonstrates how our NP meets legal requirements; this has also been completed in draft.

**18/58 To receive and note the minutes, if any, of FTC Committees**

**Planning** – noted.

**Town Hall** – noted

**Environment** – noted

**Finance** – no report

**18/59 To receive Reports from Representatives on other bodies**

Chamber of Commerce. Cllr Hughes reported

Christmas Market weekend – The Chamber now have the market in the school as well. In a future meeting, the chamber would like the FTC to consider lowering the fee for the Town Quay rental as the event is good for the town. Please could the Mayor ask for volunteers to help with the organisation of the Christmas market weekend in her Fowey news column.

Christmas Lights – They would like to have them across the street if possible but there is a restriction. Is there any news on this?

The Chamber would like to explore the possibility of bringing the Fowey websites together in some way. These include the FTC, the Tourist Information, Love Fowey, Regatta, Harbour Commission. Could we work with them on this in the future?

Tourist Information Services – Peter Robinson would like to reduce leaflets in the shop. One idea is to convert one of the telephone boxes to an information point which Peter would keep stocked with Leaflets/posters. Another idea would be a large screen to display events/attractions supported by advertising. These aren't meant to be income generating but would be useful for the Town businesses. Perhaps the Town Council could have one on the Town Quay?

Restaurant/Food week – This is planned for late Jan/early Feb. Idea is for 4 price points say £5, £10,£15 and £20. Restaurants/shops/cafes + pubs would offer deals at these prices to showcase local produce to bring in trade during a quiet time. This could grow into a Food fair in the future.

Car Parking – Peter R has been talking to C Council with Andy Virr mainly on high pricing in the low seasons. They are supportive of events in the off season say free parking during food week. They are looking into barrier parking, so visitors aren't pulled out of the town by running out of time. Looking into whether the school could be used for a Park and Ride in busy times.

Cornish Celtic Way – 125 mile walk St Germans to St Michaels Mount along the saint's way through Fowey. There is a website and businesses could use this to promote their services.

FRA / Sports Hub – Jon Rolls presented his ideas on helping the school with the sports hub to make it more useful to the community and pay its way.

The Mayor added that Chamber of Commerce meeting was very good, with a number of speakers involved dealing with the Regatta, the Christmas market and community use of the Sports Hub at Fowey River Academy.

Forum- Cllr Woodside reported that an email meeting had taken place the previous evening, mainly focusing on the removal of the bunting in the town.

**18/60 To receive the Mayors Report**

The Mayor reported

The Parade - I have received numerous phone calls regarding the use of The Parade by cyclists over the past couple of months by walkers who are either elderly people, who have been sworn at by passing cyclists or dog walkers who have been told to keep their dogs on a lead; by people who have near sight problems and are feeling intimidated by the use of the Parade by cycles.

Barclays Bank - Various meetings in August and September with representatives from the Bank regarding the movement of the ATM when the Bank closes at the end of October. FTC is working to accommodate the re-positioning of the ATM in a suitable position for the public and with the bank requirements. Given that we have a medieval town which is also a conservation area, finding a suitable position is not straightforward. At the moment Barclays are looking at the Gents toilets below the Town Hall and they are arranging further investigations to see if this will be able to take an ATM unit.

Fowey Community Bus - celebrations on the 10<sup>th</sup> September were well attended. Their new bus has many new facilities including a drop down side step and a fully automatic rear lift which can accommodate wheelchairs. The volunteers now run a timetable for nearly every day of the week and support our elderly and infirm in our parish, who would otherwise not have this opportunity.

CIL Briefing St Austell Council Chamber 13 September; CIL or community Infrastructure Levy is a new charge applied to new planning permissions intended to provide funding to address the cumulative impact of development (whilst a section 106 agreements continue to address site specific issues). The infrastructure which can be provided by CIL include transport, flood defences, schools, hospitals and other health and social care facilities. Cornwall Council is the charging and collecting authority and the charging schedule takes effect from 1 January 2019. (CIL is not charged on Affordable housing or on Rural Exception sites, sheltered housing and care homes.) It will be a 'modest amount of money' between £1.5-2 million per year for the whole of Cornwall. A local share of the money 15% of CIL raised in your area or 25% if you have a NDP. The remaining 70-80% is at the discretion of CC. There is a survey, where CC are looking for local views on this 'strategic share' and the type of infrastructure to spend it on. The survey ends 24 September.

### **18/61 To receive the Town Clerks report**

The Town Clerk reported

- There had been ongoing issues with public toilets over the summer months, both at Caffa Mill and Town Quay, with minor vandalism and misuse being a common feature. Currently there was a blockage in the system at Town Quay and she had authorised the use of a tanker as it had to be cleared before the cause could be identified.
- She received members approval for the storage of the TQ benches at the Squires Field shed over the winter months.
- Details of an outstanding insurance claim against FTC had been received showing that an alleged incident had taken place on CC, and not FTC, property. She had advised both the claimants and the FTC insurers accordingly.
- She hoped that as many Councillors as possible would attend GDPR training on 16<sup>th</sup> October at 10.30am in the Town Hall
- Dave Barnes, Lieutenant Commander Royal Navy, of HMS Montrose had been in contact saying that he hoped to keep in contact with Fowey during the ship's 3 year deployment overseas. He had offered to send regular updates and hoped that a sail past could be arranged on 29<sup>th</sup> October when the ship passed Fowey heading for the Atlantic Ocean. The Clerk confirmed that she had passed the latter suggestion to the Harbour Master
- There was a chance that some land near the town may become vacant and she wondered if it could be a possibility for a Park & Ride/cemetery.
- She had also received several letters and phone calls objecting to the use of the Parade by cyclists

## **18/62 To receive the Cornwall Councillors report**

Cllr Virr reported

### Place Road

Cornwall Council have agreed their design solution for the repair of the wall. This will involve soil nailing and will require drilling under two properties that adjoin the road. Currently Cornwall Council is in discussion with the property owners to gain their agreement.

### Parking Review

Thanks to the FTC councillors who have offered to assist me in the parking review. I will send out dates for a meeting in early October.

### Fowey Hospital

The next step will be a public consultation in order to approve change of use from a community hospital to an NHS nursing home.

### The Parade

A suggestion has been made that The Parade could be a shared pathway for both cyclists and pedestrians. I have asked Cornwall Council to conduct a survey regarding whether this is possible. At that point it will be important to consult local residents regarding their views.

### Road Junction Hill Hay Close

Concerns have been raised by a resident regarding the safety of the right-hand junction on Hill Hay Close as you approach from Pentreath Close. Cornwall Council's view is that it might be safer to not have a junction signage as it will encourage drivers to slow down. I have asked residents to write to Cornwall Council if they would like to see road signage.

### Fowey Regatta

Congratulations to the Regatta Committee for another successful regatta. It was great to see the energy of the committee through the week and to enjoy some of the fresh ideas like the Red Devil's Display Team.

### Town Quay

Many thanks to FTC for their work on Town Quay. It was looking fantastic throughout the summer and is the jewel in the crown of the Town.

### Drainage Park Road

A resident of Park Road is experiencing flooding and is concerned that the road drainage is insufficient. The drain has been inspected and is functioning normally. The road will be inspected at times of peak rain fall to assess whether or not work is required to improve the drainage on that road.

### Cornish Hedge Lankelly Lane

I have reported to Cornwall Council a potential planning breach regarding a Cornish wall that has been taken down to allow digging of a utilities trench and not appropriately repaired. I await their investigation.

### Railway line to Lostwithial

Please can I ask FTC to ensure that the reopening of the railway line to Lostwithial is included in the neighbourhood plan. The current modernisation of the railway signalling might allow this project to be revisited.

### Fowey Leadership Forum

After discussion with the Mayor, I will organise a forum meeting for leaders of the various bodies within Fowey to share ideas and foster closer partnership working.

### Fowey Remembers 1918-2018

On November 10<sup>th</sup> I am organising a concert of music, poetry and reflection to mark 100 years since the Armistice. I would welcome FTC's support in promoting this event to the town.

**18/63 Accounts for Approval**

It was proposed by Cllr Fassam, seconded Cllr Simms and RESOLVED that accounts to the value of £15,743.32 be approved

**18/64 Correspondence**

Emails had been circulated and correspondence was left ‘on the table’ for Cllrs attention.

**18/65 Resolutions from Councillors**

None

**18/66 Town Hall/Town Quay**

It was noted that the TQ Working Group had been disbanded, having completed the tasks devolved to it by full council. Recommendations from the Town Hall Committee for it to assume additional responsibilities, including some aspects of the Town Quay management were considered. Members considered draft proposals from the Committee on enhanced Roles and Responsibilities agreed at the meeting held on 28<sup>th</sup> August and it was proposed by Cllr Fassam seconded Cllr Asker and RESOLVED that the amended Terms of Reference should be adopted by full council.

**18/67 Squires Field**

Cllr Berryman reported that

- Two permit parking spaces were still vacant
- One more post was required to complete the separation of the permit parking area from the remainder of the car park.
- The Town Clerk had received a quote for the replacement of the broken bollard and the installation of an additional one in the Community Bus space. It was suggested that the bollards for the spaces inside the secure area may no longer be required but noted that the permit holders were still utilizing them. It was proposed by the Mayor, seconded Cllr Simms and RESOLVED that authority for dealing with this issue should be devolved to Cllr Berryman and the Town Clerk.
- It had been suggested that parking should not be allowed in front of the gate by the football pavilion as access could be needed for emergency vehicles. It was agreed that no action in respect of this could be considered until a formal request was received from the Community Centre

**18/68 Election of Representative/Webmaster**

Plastic Free Fowey – it was agreed that this appointment should be deferred.

Webmaster – it was agreed that this appointment should be deferred.

**18/69 Cormac Road Sign Review**

The Mayor reported that a feasibility report had been completed by Cormac in 2013. She had been chasing Cormac recently to find out what was happening to this review and had been told money will be available with a possible start date in early 2019. This would bring a much needed overhaul of Fowey signage in 2019. She had asked various local groups to have a look at the review and get back to her with any suggested changes – The Forum, the Chamber of Commerce and our CC as well as FTC Councillors. The Mayor pointed out that there are some obvious changes like references to the Hospital and the MIU but if everybody was happy

she would collate the changes over the next week, distribute the list of changes and then pass this on to Rachael Tatlow. Members, however, considered that an Extraordinary Meeting should be held to finalise this important work - possible date 27<sup>th</sup> September (to be confirmed by the Mayor).

Cllr Virr left the meeting

#### **18/70 Co-option of Councillors**

The Town Clerk explained the statutory guidance for this process and the options available to members as to how the exercise was conducted. Cllr Hughes proposed, Cllr Woodside seconded and it was RESOLVED that candidates should be elected by a show of hands and if a second vote was required to achieve an absolute majority then the name of any candidate receiving no votes should be removed. Voting for the first vacant seat resulted in an absolute majority for Mrs Rhianna Cooke. Voting for the second vacant seat resulted in an absolute majority for Mr Scott Griffin.

Members noted that they were extremely gratified to have received so many high standard applications; it was hoped that those who had been unsuccessful would stand at the next elections.

Cllr Hughes left the meeting.

#### **18/71 Questions/Reports from Members (taken at the discretion of the Mayor)**

Cllr Fassam noted that 6<sup>th</sup> June 1919 was the 70<sup>th</sup> anniversary of the D Day Landings and many boats had departed from Fowey to take part in the rescue operation. He hoped that this could be commemorated in the town. The Mayor responded that there were already some plans being put together by various organisations in the town and she would keep members updated.

#### **Date of Next Meetings**

Planning – 17<sup>th</sup> October

Council – 17<sup>th</sup> October 2018

Finance – 9<sup>th</sup> October 2018

**Meeting Closed**

8.27pm