

Minutes of the meeting of the Fowey Town Council
Town Hall and Town Quay Committee held in the Town
Hall on Tuesday 19th February 2019 at 9.30 am

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 taken by Cllr Asker

18/36. To receive apologies for absence.

None Received

18/37. Declaration of Interests

1. Pecuniary

None Declared

2. Non Registerable

None Declared

3. Dispensations

None Declared

18/38 Public Participation/Questions

No members of the public were present.

18/39 Minutes of the meeting held on 29th October 2018

It was proposed by Councillor Fassam and Seconded by Councillor Woodside and taken by the committee as being approved.

18/40 Matters arising from the Minutes not on the Agenda–

For report only – No Matters Were Raised by Committee Members

18/41 Review of Town Hall/Town Quay Risk Assessments. Purpose: To review and sign off all risk assessments and appoint a member to be responsible for Health & Safety in the Town Hall

A review of the form covering TQ previously created by Councillor Asker was undertaken. It was proposed by Councillor Fassam and Seconded by Councillor Woodside and RESOLVED that the form was acceptable, and that support was given to the proposal of the Finance Committee that an individual be employed / paid to carry out the weekly checks on behalf of the Town Hall / Town Quay Committee.

Councillor Asker agreed to raise with the Town Clerk that the completed forms be submitted to the Chair of the Town Hall Committee as they are completed on an ongoing basis.

18/42 Town Quay

Purpose: 1. To confirm arrangements for fixing the benches to the quay surface –

Councillor Asker proposed, Cllr Fassam seconded and it was RESOLVED that Russell be approached to see if he would be available to fix the summer benches in place. The Committee assumed that the Deputy Mayor would continue his generous work of transporting the benches. The permanent benches would need to be fixed before May.

2. To consider methods of securing the waste bins in place –

Councillor Fassam explained that the bins currently have concrete slabs in the base to weight them down. These came as standard, albeit we had opted for a lighter of two weights available due to concerns over moving the bins. The Committee were unaware of any problems relating to the movement of bins, but Councillor Fassam agreed to find out about retro fitting the heavier of the weights available from the manufacturer.

3. To confirm arrangements for replacing the flowers in the damaged planters –

Councillor Woodside confirmed she had attended a meeting of the Fuscia Society, where a presentation had taken place about public planting in Truro and she had picked up ideas for hardier plants to be put in the Town Quay planters through next Autumn / Winter, such as Heathers in order to cut down on the losses experienced this year.

Councillor Fassam said we need to consider spring planting now and Councillor Woodside agreed to look into raising an order with Hay nurseries, Councillor Asker agreed to look up the budget for the current period in order to confirm to

Councillor Woodside how much she could spend. Councillor Woodside proposed to ask Hay to remove and replenish top soil as well as plant up for the summer planting. Councillor Woodside and Councillor Fassam discussed and agreed to do the spring planting themselves in order to expedite matters, whilst having the Summer planting done professionally by Hay as we had time to arrange this, It was agreed that Spring planting would be done asap once a budget had been established. The summer planting was to be left until after the Literary Festival.

4. To consider a request from Lynn Goold to put an advertising board on the railings and, if agreed, the position –

It was proposed by Councillor Fassam and Seconded by Councillor Asker and RESOLVED that the Committee were happy to allow a sign to be placed on the Quay, subject to it being no bigger than the Boatman's current signage. It was further agreed that the committee would meet with Lynne in order to agree a location which suited both parties.

5. To consider quotes and positioning of bin stores in Webb Street Car Park -

It was proposed by Councillor Fassam and Seconded by Councillor Woodside and RESOLVED that the Committee would obtain quotes for this and the following item 6 prior to the March Full Council meeting.

6. To consider quotes for replacement bollards in Webb Street car park

7. To consider the purchase of bunting for the quay area for the 2019 summer Season.

It was suggested by Councillor Fassam that instead of traditional bunting, as was in place last year, that the Ship Messaging style of flags would make an interesting alternative, Cllr Fassam agreed to look into this and the bunting in general.

18/43 To consider the purchase of fairy lights for the town quay

Councillor Fassam proposed that we investigate the purchase of lighting for the Town Quay. Question was raised as to where they would be plugged into? Councillor Asker agreed to look into this, it was resolved that quotes would be available for the next Finance Committee meeting.

18/44 Town Hall Coffee Machine, to consider quotes for the purchase/installation of a coffee machine in the Hall.

Councillor Asker explained that he had spoken to Gretchen about her machine and that he has been trying to locate an alternate and has contacted a number of machine suppliers. He has yet to have any positive feedback, but will continue to try and resolve the matter.

18/45 Weddings in the Town Hall, to consider obtaining a licence to hold weddings in the Town Hall.

The Committee felt this was a good idea. It was agreed that Councillor Woodside would look into finding out how much the licence would cost and how we go about getting the appropriate licence. It was resolved that the committee would approach Karen Taylor to possibly be co opted onto the Committee to focus on Weddings.

18/46 Co-option of Additional Committee Members: to consider the co-option of non-Councillor member/s on to the Town Hall/Town Quay Committee.

It was agreed that former Town Councillor Leslie McCartney would be approached to come onto the committee in a more general capacity, as it was understood she had expressed an interest.

Date of Next Meeting – To be confirmed