

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 ENVIRONMENT COMMITTEE HELD ON WEDNESDAY 30TH JANUARY 2019 AT FOWEY TOWN HALL @ 6.00pm.

Minutes taken by Cllr Mrs Frances Day

Present: Cllr Mrs Ruth Finlay (Chair), Cllr Mrs Rhianna Cooke, Cllr Mrs Frances Day, Cllr Scott Griffin, Cllr Patrick Hughes and Cllr Mrs Lynn Simms.

1} To receive apologies for absence

There were no apologies for absence.

2} Declarations of interest

- | | |
|---------------------------|--|
| (a) <i>Pecuniary:</i> | None |
| (b) <i>Non pecuniary:</i> | None |
| (c) <i>Dispensations:</i> | A dispensation had been extended to Cllr Finlay to participate in any discussion pertaining to the Fowey allotments. |

3} Public Participation/Questions

There were none.

4} Minutes of the meeting held on 5th September 2018

It was then proposed by Cllr Day and seconded by Cllr Simms and **RESOLVED** that the Minutes of the previous meeting be confirmed and signed by the Chair as a true record. This was unanimously agreed.

5} Matters arising from the Minutes not on the Agenda

None.

6} To receive the report of the Tree Warden (Cllr Day)

Cllr Day reported: At the Planning meeting on 12th December, an application to fell a tree within a Conservation Area - *Cedrus atlantica Glauca* (T1) and replant it with 1 multi stem *Pinus Sylvestris* (3-3.5m) was discussed. A recommendation of objection was made to Cornwall Council. Whilst it was appreciated that this tree was partially shading the property it was a healthy, slow-growing, endangered tree, which had taken many years to reach its current proportions. Replacement with a multi stem *Pinus Sylvestris* was felt inappropriate. It was very disappointing to read in the recent Decision list that Cornwall Council had granted the application despite FTC's reservations.

There was an offer of free trees from the Woodland Trust. It was possible to apply for up to 4 packs of different trees, but 420 is the maximum number available. The trees were 20 to 60cm in size and do come with guards to protect them from rabbits, deer etc. If FTC were successful in the application, the trees would all be delivered to one address in November.

Cllr Woodside and Cllr Day had met with Sue Williams, who had expressed interest in upgrading the trees in Fowey and identified a number of areas where additional trees could enhance the landscape of the Town. These included:

- Allotments - around the boundary with some crab apples if possible as they are excellent pollinators.
- Primary school - particularly the hedge along the back of the school.
- Fowey Academy
- Squires Field
- Old Grammar School Gardens
- Piggy Lane triangle

Both Schools and the Secretary of the Allotments would be contacted to see if they were interested in taking up this offer.

7} **Responsibilities of the Environment Committee**

Cllr Finlay circulated a document detailing the updated responsibilities of the expanded Environment Committee. Squires Field playground and green areas of both the field and the carpark, would now be managed by the Environment Committee. It was proposed by Cllr Simms and seconded by Cllr Day that the agreement be ratified, and this was carried unanimously.

8} **Risk assessment schedule**

Cllr Finlay circulated an updated risk assessment schedule. The document had been produced to enable the Town Council to assess the risks faced and satisfy itself that it had taken adequate steps to minimise them. Specific areas were:

- Financial and management
- Old Grammar School Garden
- Bus stop at Lambs Barn
- Piggy Lane Triangle, Hanson Drive
- Readymoney Allotments
- Squires field, green areas, car park environmental areas and playground

It was proposed by Cllr Hughes and seconded by Cllr Cooke, that the schedule detailing the additional responsibilities of the Environment Committee be ratified. This was carried unanimously.

9} **Allotments**

(a) General update: There were 35 allotments. The Town Clerk dealt with the tenancy agreements, but apart from that, the management of the allotments was carried out by the Allotments Committee, the Secretary of which was Jenny Marchant. It was believed there was one vacant allotment at present. All new allotment holders were issued with some guidelines covering use of pesticides, hose pipes, the lighting of bonfires etc.

10} **Old Grammar School Garden**

(a) General update: FTC's lease on the OGS had just been renewed for a further seven years. A path had been created through the upper section and a £500 donation spent on planting.

(b) Review recorded risk assessment checks: Cllrs Finlay and Day would continue to carry out these checks and confirm findings by email.

(c) Consider quote for painting outside wall: The wall and gate were to be painted. One quotation had been received, and Cllr Griffin offered to obtain a further quotation.

11} **Squires Field**

(a) Consider specification and quotes for grass cutting maintenance of beds and borders/cutting of hedges bordering footpaths/removal of green waste/maintenance of footpaths, drains and gullies: Two quotations had been received from Lanhydrock Garden Services, one for 8 cuts and one for 12 cuts per year, both including the other

work as above. It was proposed by Cllr Simms and seconded by Cllr Hughes that the slightly more expensive quotation number 10238 for £4,512 per annum was preferable. This was unanimously agreed. A quote from Cormac was awaited.

(b) Review RoSPA inspections of the children's playground: It was felt sensible to have the inspections and maintenance carried by one contractor rather than by two at present. Cllr Finlay would obtain quotations.

(c) Agree a risk assessment schedule: Already agreed under item {8} above.

12} Individual member responsibilities

Specific areas of responsibility were allocated as follows:

- Old Grammar School Gardens: Cllr Finlay
- Piggy Lane Triangle: Cllr Finlay
- Decorated bus stop: Cllr Hughes
- Allotments: Cllr Finlay and Cllr Day
- Fowey in Bloom: Cllr Day
- Rights of way (*incl Gold footpaths*): Cllr Hughes and Cllr Griffin
- Agency agreement: Cllr Finlay
- Weed killing: Cllr Finlay
- Squires Field: Cllr Cooke and Cllr Griffin

It was agreed that reports should be submitted monthly by email to Cllr Finlay, who would keep an overall electronic register. These reports should be sent through immediately prior to the full Council meetings.

13} Budget 2018/2019

The budget for 2018/2019, @ £8,500 had proved adequate to cover the previous Environmental responsibilities.

14} Budget 2019/2020

The additional areas of potential expenditure for the coming year were estimated at:

- Lanhydrock Garden services: £4,512
- Safety checks: £3,500
- Playground maintenance: £8,000

This proposed amendment to the Environmental Committee's Budget would now be referred to the Finance Committee for approval.

It was suggested that the Primary and Secondary Schools should be surveyed to establish what they would like to see in the Playground. There was an awareness of the lack of provision for teenagers. Jon Rolls might be asked to quote for playground maintenance.

15} Proposed dates of next meetings:

- Monday 8th April @ 18.00
- Monday 9th September @ 18.00
- Monday 4th November @ 18.00
- Monday 3rd February 2019 @ 18.00

There being no further business, the meeting closed @ 19.25.

