

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 REMOTE FOWEY TOWN COUNCIL MEETING HELD ON WEDNESDAY 17th FEBRUARY AT 10.15am VIA ZOOM

Meeting ID: 876 6697 1474

Password: 298575

20/168 Present

The Mayor Cllr Mrs R Finlay,
The Deputy Mayor Cllr J Berryman,
Councillors: Cllr Mrs R Cooke, Cllr Mrs F Day, Cllr Dellow,
Cllr Griffin, Cllr Hughes, Cllr Mrs L Simms, Cllr Mrs C Woodside

In Attendance

The Town Clerk, Sally Vincent
Cornwall Cllr A Virr
3 members of the public

20/169 Apologies

Cllr Fassam

20/170 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.

20/171 Public Participation & Questions

No public questions.

Tina Robinson addressed the meeting in respect of the Water Refill Station Scheme. She explained that she had obtained funding to install 14 Stations and would like to have one in Fowey. The Stations were made from recycled fishing nets and would need to be connected up to mains water supplies. Water usage at existing stations indicated about 10,000 litres a year, costing between £30/£40 annually and an annual service was required, currently costing between £80/£120. The recommendation was that the units were cleaned weekly. Claire Hoddinott (FoFE) explained that she had been working with Tina for some time; she considered that this was a good initiative but cautioned that appropriate siting was important. Claire also felt that this would be a good project for local groups to work on and that costs could be covered by fundraising. The Mayor stated that, in her opinion and according to guidance she had read, weekly cleaning would not be sufficient. Cllr Berryman noted that, based on the information currently available, the financial burden for FTC should not be onerous. Cllr Griffin suggested that this could well be a project that local businesses would like to be involved in. It was agreed that this would be an agenda item in March.

20/172 Minutes of the Meeting held on 20th January 2021

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

20/173 Matters Arising not on the Agenda (for report only)

None

20/174 To Receive and note the Minutes (if any) of FTC Committees

Planning – minutes noted

Town Hall & Quay – no report

Finance – no report

Environment – no report

20/175 To receive Reports from FTC representatives on other bodies

Community Network The Mayor reported that at the recent meeting there had been a presentation by Dave Monk, LIAISE Officer (England Illegal Money Lending Team) who are seconded police officers and are a government funded law enforcement agency. The impact of this crime on individuals and families can be devastating and awareness of how to find out whether you are dealing with a recognised lender who is able to provide credit was the main purpose of this presentation. A new charity Loansmart (www.loansmart.org.uk) has been set up which aims to help consumers avoid illegal lenders and if people need to contact a LIAISE officer their hotline is 24/7/365 Hotline – 0300 555 2222

Cornwall Council Update - Mel O’Sullivan, Service Director and Monitoring Officer; gave an update on current Covid situation. • Emphasise messaging follow lockdown rules. • Dedicated Enforcement Team working 7 days a week & Street Marshalls in place. • Explanation of Council objectives and recovery groups. • Clinically Extremely Vulnerable (CEV) helpline 0800 1233334

Community Networks Highways Scheme Tasha Davis updated the Panel on current position Tasha has written to all Panel Members, Clerks and CC Members as the rest of the scheme Year 4 funding needs to be committed by March 2022. As the process is time consuming, 12 months is needed to ensure spend. Tasha updated on meeting with Rachel Tatlow and the Panel agreed the following • Polvillion Road, Fowey parking issues.

The date of the next meeting would be Monday 22nd March 2021

20/176 To receive the Mayors Report

The Mayor reported

Liam Baker, our Tri Service Officer has, unfortunately, taken up a new role in London. I am very disappointed by yet another Tri Service Officer lasting weeks in the role. It was only in January when I asked Liam to write about his role for Fowey News so he could introduce himself to the community and locals could get a better understanding of the nature of this new role. There are ten Tri Service Officers in Cornwall and in a rural area they provide the three emergency services with a ‘visual resource in their community’, unfortunately the last two appointments were living in the west of Cornwall some distance from the Fowey/Polruan community and communication with ourselves as a Town Council does not seem to be a priority.

At the 21st January Climate Change Meeting there was a very good turn out to the first public Zoom meeting of Fowey Climate Growth, which included an update from Cornwall Council, FTC and local groups like Friends of Fowey Harbour; we are lucky to have some very

experienced and knowledgeable people in our community. This first meeting was to gauge interest and to raise awareness of what we might do as a community. The ideas from this and subsequent meetings will eventually form a Climate Change Action Plan to translate aspirations into meaningful commitments.

Town Team Vitality Meeting The first meeting of the Fowey Town Team, which is a pre requisite of applying for funding from the Cornwall Council Town Vitality scheme, would be taking place on 25th February. The members invited by Fowey Town Council to attend are Captain Paul Thomas (Fowey Harbour Commissioners), Melissa Hartwell (Fowey Town) Forum and Sinead Hanks and Victoria Clark (, Fowey Chamber of Commerce). The deadline for applications is 31st March so we have 5 weeks to place an application. Below is a summary for eligibility criteria and requirements for a successful application:

- The lead applicant and ‘Accountable Body’ for Town Vitality funding must be a Town Council.
- The applicant town or large village must have a delineated high street (defined as a cluster of 15 or more retail addresses within 150 metres).
- To demonstrate readiness, towns must also have or create a cross sector ‘town team’ or place shaping partnership.
- The Town teams need to have an emerging plan or strategy for the revitalisation of their town centre, either in whole or part. We are looking for unity and agreement and a willingness to bring local energy to the effort.
- The grant is for applicants to progress specific development work to advance plans/proposals that will improve the economic, social and environmental revitalisation of their town centres by making them investable. (For example, the funding could be used for:
 - Feasibility studies
 - Conceptual designs
 - Community/stakeholder engagement
 - Demand studies
 - Targeted research
 - Commissioning of professional/specialist expertise to provide technical advice
 - Bid writing capacity/expertise.

Church Clock I am delighted to advise that a generous donation towards the repair of the clock has been promised, following my article in the Fowey News.

20/177 To receive the Town Clerk’s Report

The Town Clerk reported

- The current indication is that elections will be taking place in May 2021
- If there is no extension to the virtual meeting regulations, then FTC will have to return to meeting physically after 7th May 2021. As the regulations only varied the place where a meeting could be held the loss of the virtual option will require Council’s to meet face-to-face and open to the public, with all members of the Council, the Clerk and the public accommodated in a safe space. The meetings will have to be held under any Covid 19 regulations in place. Councils are advised to undertake RA’s to ascertain if their current meeting venue is compliant and, if not, an alternative, safe venue should be identified, which could be outside the parish.

In planning for the future it is suggested that the most should be made of the availability of virtual meetings until the end of May. Councils should deal with issues, including the following, virtually before 7th May as further meetings could then be delayed until later in the year if necessary.

1. Review FTC’s scheme of delegation to the Town Clerk to ensure business continuity

2. Review Standing Orders, Financial Regulations, Code of Conduct
3. Schedule an Extraordinary Meeting late in April
4. Consider holding the Annual Parish Meeting remotely

The Annual Meeting, however, in an election year must be held within 14 days of the 4th day after the election. If there is no extension to the regulations this meeting will have to take place in some format face-to-face so FTC should forward plan how this can happen. This could potentially be a very short meeting, simply the election of the Mayor and Deputy Mayor as mandatory but, at the very least, FTC would normally consider the election to Committees, election of Representatives and compliance with the General Power of Competence at this meeting.

20/178 To receive the Report of the Cornwall Councillor

New Road Hill Traffic Scheme I welcome the scheme proposal we have received today for Public Consultation. The improved signage at the bottom of New Road Hill will hopefully lead to a reduction in visitor traffic through our town. If it shown to be ineffective then a more draconian scheme could be considered in future years.

Saffron Close I have met with residents to discuss a planning application, the state of the road, the overgrown hedgerow and the fading of the yellow lines. The potholes have been repaired. A planning officer agreed to visit the property in question to ensure the neighbours views are heard. Highways are reluctant to repaint the yellow lines as they believe roadside signage is sufficient. We are seeking clarification from Parking Enforcement to ensure whatever signage is present is enforceable.

Potholes This time of year potholes appear across the road network due to the low temperatures. I have reported a number of the larger holes through town for repair. Anyone can report defects using Cornwall Council's website.

Coronavirus I am pleased to report that the local case numbers have dropped considerably. Sadly there has been an outbreak at one of our local nursing homes. My thoughts are with the bereaved families and the staff at the home.

Passage Lane I have been contacted by residents along Passage Lane regarding an apparent increase in heavy lorry traffic related to the port. I have been in communication with Imerys and Maen Karne. There has been a recent increase in aggregate shipping into the port. Whilst this is good news for the port it has meant an increase in numbers of vehicles along the road. Maen Karne are awaiting supply of new smaller vehicles which can use the private clay road.

Lostwithiel Street Gardens

I am delighted that Fowey Town Forum have agreed to take over the voluntary maintenance of the gardens. I have contributed £1000 from my Community Chest Fund to contribute to planting etc.

Esplanade Ashley House I have requested that the planning decision in regard of Ashley House is brought to the planning committee next week. I will be speaking in objection to the application.

20/179 Accounts for Approval

It was proposed by Cllr Berryman, seconded Cllr Griffin and RESOLVED that accounts to the value of £6,632.72 be approved.

20/180 Correspondence

Correspondence was left 'on the table' for Councillors attention.

20/181 Resolutions from Councillors

None

20/182 Lime Kilns Complex

There had been some storm damage to the roof at the Lime Kilns and consequently completion had been delayed until this had been attended to by Cornwall Council.

The Mayor, Deputy Mayor and the Town Clerk had met with representatives of SW Water at the site to discuss how to deal with insurance and other issues connected to SW Water's statutory occupation of part of the building. Oli Denne (SW Water) had agreed to take the matter up with his legal team.

Cllr Berryman proposed, Cllr Hughes seconded and it was RESOLVED that Jeffreys should be instructed to undertake an insurance valuation of the complex.

Cllr Simms reported that a donation had been received for a memorial and it had been decided to purchase a Stanford Seat to be placed in the shelter.

20/183 Pedestrianisation of Trafalgar Square, Town Quay, Market Street and Webb Street

The Town Clerk had been in contact with Rachael Tatlow (Highways) to progress this scheme on a similar basis to the one in 2020. It appeared that this would be achievable if the Covid 19 emergency regulations are still applicable but if they are not the suggestion was that a feasibility study would be needed and this would take at least 12 weeks to accomplish. The Town Clerk had requested costings with a view to achieving the pedestrianisation in 2021 as quickly as possible but, to date, had heard nothing back. Cllr Virr undertook to contact Rachael and try to progress this urgently. Cllr Griffin queried if people were aware of the complexities of achieving schemes such as this and also suggested that some of the cost could be passed on to businesses benefiting from the closures. The Mayor confirmed that two businesses had already offered financial support.

20/184 Traffic Calming on New Road Hill

The Mayor reported that on 3rd February, together with the Town Clerk, Sally Vincent and Deputy Mayor, John Berryman, she had met with Sally Allen of Cormac and the engineering team to discuss the proposed prohibition of traffic with 'except for access' signage at the bottom of New Road Hill/ Hanson Drive junction. After a lot of discussion and given that funding had already been approved by FTC, it was decided Cormac would undertake;

1. The design, specification and consultation of a TRO (Traffic Regulation Order) for the prohibition of motor vehicles except for access restriction. The consultation with the public would begin on 17th February and end on 17th March.
2. There will be new signage directing traffic to the 'Town Centre Car Park' going down New Road Hill to provide clearer messaging and to encourage better use of the car parks.
3. Two 'Except for Access' signs on either side of New Road close to the junction with Place Court would be erected.

The costs for this work is;

Stage 1 quote £3,183.41 ex .vat

Stage 2 Estimated fee £2,476.92 ex. vat

Total estimated price £5,600.33 ex. vat

20/185 Questions/Reports from Members

None.

The Mayor proposed that the meeting be extended into Closed Session to discuss business of an urgent and confidential nature connected to Webb Street Car Park. This was seconded by Cllr Woodside and RESOLVED.

The Press and Public were excluded from the meeting in accordance with the Local Government Act 1972, as amended, during consideration of the following business on the grounds that it would be likely to involve the disclosure of exempt information of the following description – legal sensitivity

Cllr Dellow declared a non-registerable interest and left the meeting

Date of Next Meeting 17th March 2021