

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 21st APRIL VIA ZOOM AFTER THE 10am ANNUAL PARISH MEETING

Meeting ID: 838 3640 3363

Passcode: 781328

20/187 Present

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

In Attendance

The Town Clerk, Sally Vincent

Before the meeting began the Mayor of Fowey, Cllr Finlay, made the following statement. On behalf of the people of Fowey and Fowey Town Council, I would like to formally mark the death of HRH Prince Phillip, the Duke of Edinburgh on 9th April. His life will be remembered by the nation as one of service to the nation and to the Queen whose 95th birthday it is today. St Fimbarrus Church gave thanks for the life of HRH with a bell ring of 99 tolls and the Union flag at half mast over the Church tower. On Saturday there was a parade of sail to remember HRH Prince Philip, who was the Patron of Royal Fowey Yacht Club for 68 years.

20/188 Apologies

Cornwall Cllr A Virr

20/189 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.

20/190 Public Participation & Questions

No public questions.

20/191 Minutes of the Meeting held on 17th March 2021

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

20/192 Matters Arising not on the Agenda (for report only)

None

20/193 To Receive and note the Minutes (if any) of FTC Committees

Planning – minutes noted
Town Hall & Quay – minutes noted
Finance – minutes noted
Environment – minutes noted

20/194 To receive Reports from FTC representatives on other bodies

Forum. Cllr Woodside reported that concerns had been raised at the recent meeting that cars were parking across the entrance to Squires Field car park. It was agreed that Russell should be asked to spray paint some hatching across the area as this had worked well in 2020. The meeting had also noted that satnav was taking vehicles through the town to access Caffa Mill car park.

Cllr Dellow arrived

20/195 To receive the Mayors Report

The Mayor reported

- New signage has gone up at the bottom of New Road Hill with two ‘Accept for Access’ signs and a new Car park sign, which also shows a small version of the ‘Accept for Access’ as well as clear directions to the car park. This is part of our preparation for reopening Fowey safely and hopefully reducing the numbers of holiday traffic taking a left hand turn at the bottom of New road Hill and carrying on into town.
- Office for National Statistics. ‘The Census 2021 took place on Sunday 21st March and we are starting to get reports of return rates across the County. The Fowey area is flagged as slightly lower than where we would like it to be at the moment for completion of the Census. Looking at the numbers I suspect this is because of the large number of the second homes in the area many of whom have not been visited during lockdown. Fowey Town Council have been asked to remind residents (and non-residents) that everyone has a duty to complete the Census, even if the household is a second home or holiday accommodation or is vacant. Households that do not complete the census could be fined up to £1000.
- Old Ferry Slip Shelter, Passage Lane: Jane Vincent contacted me to explain how volunteers have raised money to fund repairs to this shelter, they have repaired and painted the window, repairs to the roof plus the two benches outside the shelter. They have two small exhibitions in the shelter one explaining the history of this little shelter and one detailing eight significant ships of Fowey. They are currently raising money for a small display board to be able to permanently display future exhibitions.

20/196 To receive the Town Clerk’s Report

The Town Clerk reported

- She had sent out invoices for permit parking spaces and allotments. Subsequently, there had been a small amount of movement with allotment tenancies but very little in relation to parking permits. A waiting list was being held for all three permit parking sites as well as allotments. It was agreed that the permit space recently given up by David Willmore should be reallocated.
- Following advice from a Fire Safety Officer commissioned by a neighbouring property owner the wooden binstores had been removed from Webb Street car park. The officer had advised that wooden binstores were an unacceptable fire-risk, although metal mesh

cages and bins would be acceptable. The Town Clerk had arranged for Russell to remove the wooden binstores and had advised the licence holders to remove their bins from the site. Fitzroys had also been told to remove their wooden binstore and large bin but had asked if FTC would arrange the removal of the binstore due to pressure of work. She had arranged for Russell to do this.

- Ideas for the future use of the old telephone boxes in Market Street were starting to come forward from the public following the Mayor's appeal in Fowey News.
- She had been contacted by CC Highways to say that the only suggestion worthy of note in the consultation on the improvements at the bottom of New Road Hill was that signage displaying the availability of disabled parking at Caffa Mill would be useful at Four Turnings, given that access to the town from the Hanson Drive car park was difficult for disabled people. The cost of the additional sign was iro £300 if it was included in the current scheme but it would be considerably higher if it was considered necessary in the future as another feasibility study would be required so she had authorized it using her delegated power.
- She had been contacted by the Fowey Chamber asking if FTC had made a decision about taking over the Christmas Market. She had advised them that Cllr Berryman would be speaking to the organisers to ascertain if an acceptable arrangement could be possible in the future as FTC was unwilling to take over the current contract.
- Following the email consultation with members she had authorized the outdoor yoga classes at Squires Field, initially for a limited period.

20/197 To receive the Report of the Cornwall Councillor

No report

20/198 Accounts for Approval

It was proposed by Cllr Simms, seconded Cllr Berryman and RESOLVED that accounts to the value of £5,854.68 be approved.

20/199 Correspondence

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

20/200 Resolutions from Councillors

Cllr Berryman tabled his resolution, 'if the facility for remote meetings is not extended, delegated power is vested in the Town Clerk/RFO to fulfil the financial obligations of the Town Council without approval from full Council for a period of up to 6 months.' This was seconded by Cllr Hughes and RESOLVED.

20/201 Pedestrianisation of Trafalgar Square, Town Quay, Market Street and Webb Street

The successful pedestrianisation scheme in place in summer 2020 would begin again on 1st May 2021. Additionally, to help businesses following the Covid lockdowns it had been agreed that the KOP and RBL could put some tables/chairs in the centre part of the quay in front of their premises between May and September. Both businesses would 'police' their areas to ensure they were kept clean, tidy and Covid secure and flower planters would be used to delineate the areas and prevent the furniture spreading outside the agreed area. Cllr Hughes noted that the businesses should have their own public liability insurance and it was agreed that Russell should be asked to remove the two small planters to create extra space.

20/202 Town Hall

Cllr Hughes reported that the Committee considered that the Hall could reopen with the following measures in place

- Maximum of 15 people in the Hall at any one time
- A three day space between bookings
- A QR Code facility in place, together with a signing in facility as an alternative. Hirers to arrange this themselves.
- Face masks to be worn unless sitting down
- Social distancing
- Sanitiser available

Cllr Hughes reported that the Committee considered that the Hall was underused and currently not fit for purpose. It needed smartening up and the possibility of disabled access needed to be explored again. Cllr Dellow had been looking at options but in order to ascertain exactly what might be possible a digital survey was required, which would cost £1,850.00 ex vat. Cllr Berryman noted that there were sufficient funds in the Town Hall & Quay budget to cover this. Cllr Fassam proposed, Cllr Dellow seconded and it was RESOLVED that a measured internal and elevation survey should be commissioned.

20/203 Fowey Cemetery

The Mayor reported that there had been insufficient space in her April column in the Fowey News to include this but she would do so in May.

20/204 Town Vitality Funding

The Mayor reported

I submitted the bid to CC on the 7th April deadline and have received an acknowledgement but nothing else yet. I think the bid was a good representation of the collective thoughts of the Town Team (Fowey Harbour Commissioners, Fowey Town Forum, Fowey Chamber of Commerce, CC Andy Virr and Fowey Town Council) for the future development of Fowey; However, I think we all recognise there are numerous 'larger towns' in Cornwall also keen to receive a financial boost to the post Covid development of their high streets and the decision will be based on value for money at the end of the day. The bid was not for capital revenue but for designs to improve the public realm – improvement of outside spaces to create better public spaces for the town. Opening up the Church garden, greening the town and a design brief to create a sense of arrival and an area for community events at Caffa Mill. The second part of the bid was a feasibility study to look at the problems caused by heavy summer traffic through the town centre, public safety and air quality issues particularly when the town is busy.

20/205 Adoption of the Annual Governance Statement to 31st March

Having responded to the questions in the affirmative, Cllr Finlay proposed, Cllr Hughes seconded and it was RESOLVED that the Annual Governance Statement should be adopted.

20/206 Adoption of the Annual Accounts to 31st March 2021

Cllr Berryman confirmed that he had undertaken an internal audit and confirmed that the accounts produced by the Town Clerk were an accurate reflection of FTC's financial position. He then proposed, Cllr Cooke seconded and it was RESOLVED that the Annual Accounts to 31st March 2021 be adopted.

20/207 Arrangements for the Annual Meeting of the Council

The Town Clerk confirmed that the current position was that the facility for remote meetings would not be extended beyond 6th May 2021, which meant that FTC would have to revert to face-to-face meetings. These would have to be Covid secure and could potentially be held outside of the parish if necessary. Advice was that meetings should be kept short and possibly be less frequent; only four statutory meetings were actually mandatory, although this scenario was far from ideal. Given that the TH Committee had concluded that it would be possible to reopen the Town Hall safely, although with restrictions in place, it was agreed that the Annual Meeting of the Council should be held in the Town Hall at 10am on Tuesday 11th May.

20/208 Questions/Reports from Members

Before concluding the meeting the Mayor thanked Cllr Fassam, who had not stood for re-election. Cllr Fassam had served on 3 Committees during his term of office and the Mayor recorded that his service to the community and no-nonsense approach had been much appreciated.

Date of Next Meeting 11th May 2021 @ 10am, Annual Meeting of the Council

Meeting Closed 11.48am