

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 FOWEY TOWN COUNCIL HELD ON WEDNESDAY 12th JULY 2023 AT 7.00pm IN FOWEY TOWN HALL

- 23/28 Present** The Mayor, Cllr Mrs L Simms
Councillors: Cllr J Berryman, Cllr Mrs F Day, Cllr A Dellow,
Cllr Mrs R Finlay, Cllr C Gibbon, Cllr S Griffin, Cllr Mrs Y Patterson
- In Attendance** The Town Clerk, Sally Vincent
Cornwall Cllr Dr A Virr
1 member of the public
- 23/29 Apologies** Cllr R Cooke, The Deputy Mayor, Cllr P Hughes
- 23/30 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 until 2025.
- 23/31 Public Participation & Questions**
None
- 23/32 Minutes of the Meeting held on 8th June 2023**
It was proposed by Cllr Dellow, seconded Cllr Day and RESOLVED that the minutes be confirmed and signed by the Chairman.
- 23/33 Matters Arising not on the Agenda (for report only)**
None.
- 23/34 To Receive and note the Minutes (if any) of FTC Committees**
Planning – minutes noted
Town Hall & Quay – no report
Finance – Cllr Berryman reported that it had been resolved at the Finance Meeting earlier in the evening to set the rental for the quay area outside the RBL for summer 2023 at £1,000 in recognition that its income generating ability was reduced as the RBL did not serve food
Environment – no report
- 23/35 To receive reports from FTC Representatives on Other Bodies**
Forum Cllr Patterson reported that the Forum had raised concerns about the overgrown hedges in Rawlings Lane obstructing the pavement. Both Cllr Finlay and Cllr Virr agreed to report this.
- 23/36 To Receive the Mayors Report**

I am pleased to report that a defibrillator was installed at Polkerris on the 13th of June thanks to donations from the local businesses, the Town Council and Cornwall Council. On the 7th July I was honoured to speak on behalf of the Town Council at the funeral of Clive Norris about the significant donation made by him for the restoration of the Town clock. Yesterday evening I attended the inaugural meeting of the St Austell, Mevagissey, St Blazey, Fowey and Lostwithiel Community Area Partnership, which was held at St Austell. It was a positive event with some lively discussion about the potential common priorities to be adopted by the partnership which unsurprisingly included housing, climate action, transport and service delivery. However it will be interesting to see how the shared expertise, experience and resources will be defined in distinct areas. There will be a Teams training session on 17th and/or 19th of July where a briefing will be given to explain how CAP members and funding panels will be asked to consider applications. The link has been sent out via email. There will be no change in the way the Highway scheme is operated.

23/37 To Receive the Town Clerks Report

The Town Clerk reported

The door on the disabled toilet on Town Quay has completely failed and the Finance Committee has approved the purchase of a new door from Healthmatic.

The gents toilets were blocked and had to be cleared by Metrorod. It now appeared, however, that a pump has failed. This was being investigated.

Sadly, Jo Yelland, who members had recently resolved to co-opt on to FTC, had stood down due to a conflict of interests. The process would now have to be started again.

There was a likelihood that the OGS Foundation will not renew our lease on the OGS Garden when it expires in under 2 years time. This clearly will have a knock-on effect on the installation of the Rachel sculpture, scheduled for September, although the Trustees have indicated that they may not ask for it to be removed if the lease is terminated. Both the Mayor and the Town Clerk had stressed the importance of the OGS Garden to the town at two meetings they had attended but the Trustees appeared to think that they had a duty as a charity to maximise the value of the property, rather than make it available to the community under the stewardship of FTC. Members expressed their dismay that the garden could be lost; it was one of the few river facing public areas in Fowey and much loved by everybody. Cllr Finlay noted that the garden was protected under the NDP as a public open green space and she was confident that CC planning would not allow it to be used for any other purpose. It was agreed that the Rachel sculpture should still be sited in the garden as it was too late in the day to change the arrangements, but on the basis that it would remain in the ownership of FTC should the lease be terminated. Discussions would continue with the OGS Trustees to try to resolve the situation.

23/38 To Receive the Report from the Cornwall Councillor

Cllr Virr reported.

Main Car Park I am grateful for the feedback from the Town Council that they are content to leave the barriers in place at Main Car Park to ensure pedestrian safety. There have been no recurrent issues with buses / coaches entering the car park since the barriers were moved backwards. The barriers will ensure traffic flows in and out of the car park in an orderly fashion.

New Road Hill I have received the following update from Highways regarding the New Road Hill closure: "There is ground investigation work planned for September, after which time a design for the remedial works can be produced. At the moment it is anticipated that construction

will be in quarter four of this year, as the work has been prioritised for completion this financial year.”

Station Road Slipway A high wire has been erected on the slip to prevent fishing with rods damaging the neighbouring property. This has been discussed and agreed by Cornwall Council Highways and the Fowey Harbour Master.

Lantic Road Residents of the Burrington Estate have contacted me with frustration that Lantic Road surface has not been completed. I have written to the Developer to get an update on the works and a timescale for completion.

Highways A number of Highway Schemes are planned in the autumn:

B3269 – on the approach to Castledore the poor road surface and poor drainage will be attended to. Passage Lane – there are plans for resurfacing work to be completed this financial year.

Tavern Barn – an area of damaged kerbing is due for repair and levelling of the pavement / road. This has been delayed but should be completed this year.

Bus Shelter New Road Hill Cornwall Council Transport team are working up a scheme to put a Bus Shelter at the bottom of New Road Hill on the triangular piece of grass. This will be welcome for visitors and residents and provide protection from the weather.

23/39 Accounts for Approval

It was proposed by Cllr Dellow, seconded Cllr Patterson and RESOLVED that accounts to the value of £13,001.63 be approved.

23/40 Correspondence

Correspondence was left ‘on the table’ for Councillors attention.

23/41 Resolutions from Councillors

None

23/42 Squires Field Pavilion

Cllr Dellow reported on the current position.

Current Status The tender documents were issued 3 July 2023 to three contractors. All three have confirmed their interest and they have all visited site to familiarise themselves with the building and locality. The tender returns are due at the end of this month.

We have received a revised cost plan from the quantity surveyor based on updated drawings, specifications and current costs of materials and labour.

Costs The current pre-tender estimate is £189,274 (ex-VAT), which excludes the following:- Tea point furniture/fixtures/fittings, Furniture/shelving/racking for reception, store, library, Storage equipment, Curtains/blinds, Library equipment, IT equipment, External signage, PV battery, External landscaping to car parking, front of building planting, fencing/barriers between parking and field.

In addition to the above we have expended £4029.90 to date associated with professional services:-

To be determined are further professional service costs:- Quantity surveyor pre-tender estimate (SP Folds), Procurement consultant (Kennall Consulting), Planning amendment submission, EPC.

Contingency We should make provision for unforeseen issues to cover variations to the contract.

Programme We have not set a programme at this stage but instead asked contractors for their best proposal. It is likely the works start at the end of the year so could possibly be finished by Easter. We should not commit to this date just yet.

Next Steps Going forward we should set up a small working party to establish what the fit-out of the space will actually look like (furniture and blinds essentially), paint colours and car parking arrangement. The implications of these items can be incorporated into the successful contractors work package - or some could be procured direct.

Upon receipt of tender returns there will need to be a period of reconciliation to ensure like for like pricing and compliance with the documentation. As this will be during August we need to allow a month to do this to cater for holidays. During the reconciliation there will no doubt be some revisions to each of the tenders leading to a final comparison of each and enabling one to be selected and appointed. With some items there will be a long lead-in from date of order to delivery so the successful contractor will probably need a 2-3 week period from appointment to starting on site to mobilise and place long-lead items on order.

Cllr Griffin recorded thanks to Cllr Dellow for all his hard work on the project to date.

23/43 Squires Field Working Group

No report.

23/44 Alldays Fields

The Town Clerk confirmed that a response from CC following the recent meeting was still awaited.

23/45 FTC Policies

Members reviewed the FTC Environmental Sustainability Policy and the FTC Equality & Diversity Policy. It was proposed by Cllr Berryman, seconded Cllr Finlay and RESOLVED that both were in order with no amendments necessary.

23/46 Questions/Reports from Members

Cllr Berryman advised that Andrew Weaver had requested that FTC review its decision not to include the use of the Town Hall in the Christmas Market licence as he maintained that he still had to secure sponsorship from 4 additional businesses to make the event viable. The Finance Committee was of the view that FTC's original decision should stand and the Town Hall be used as a cheaper venue for genuinely local businesses. Cllr Griffin and Cllr Dellow recorded that trade was down in the town so far this season and some businesses would not be in a position to sponsor, even if they wished to. However, notwithstanding this members endorsed the views of the Finance Committee.

The Mayor reported that she had received a request from SFCC that FTC display 'Reserved Parking' signage at the entrance to Squires Field for SFCC use. Members noted that they had already responded to a similar request on the basis that parking would be considered 'in the round' as part of the pavilion refurbishment and this decision still stood.

Date of Next Meeting to be confirmed

Meeting Closed 7.58pm