

## **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 AT 5.30 ON WEDNESDAY 12TH JANUARY 2011 AT FOWEY COMMUNITY COLLEGE**

**Present:** Cllr Jane Vincent (Chairman), Cllr John Berryman (The Mayor, ex-officio), Cllr Katharine Alexander, Cllr Ruth Finlay, Cllr Tony Vincent (Minute Secretary)

**In Attendance** Cllr Anne Boosey (Deputy Mayor)

**1. Apologies for absence** None

**2. Declaration of Interests**

In items on the Agenda. None

Of gifts to a value in excess of £25. None

**3. Public Questions.** None

**4. To approve the Minutes of the meeting held on 11<sup>th</sup> November 2010**

Proposed by Cllr Finlay, seconded Cllr Tony Vincent and RESOLVED that the minutes be confirmed and signed by the Chairman.

**5. Matters Arising from the minutes – *for report only.*** None

**6. FTC Areas, PLT, OGS Gardens, Hydrangea Row**

Cllr Jane Vincent reported that one potential applicant finally did not tender due to difficulties in parking. Although there was a space that had been made kindly available by an adjacent householder the current contractor had stated that it was frequently occupied. As the Committee were, in effect, being charged to travelling time and time spent trying to find a space, it was proposed by Cllr Finlay, seconded Cllr Alexander and RESOLVED that in future contracts should exclude travelling time.

Cllr Finlay suggested that a notice should be placed at the entrance warning when contractors were in the Garden.

Cllr Jane Vincent stated that two tenders had been submitted on time and a third tender had been submitted after the closing date.

After discussion it was proposed by Cllr Finlay, seconded by Cllr Alexander and RESOLVED that Nigel Retallick should be retained to continue with his planned work the coming financial year.

**7. Agency Agreements**

After discussion it was proposed by Cllr Alexander, seconded by Cllr Finlay and RESOLVED that Tim Rhodes should be retained to continue with this work the coming financial year.

He was to be asked to submit a breakdown of his costs especially as there was an overspend on grass-cutting in this Financial Year. This was due to the extra growth because of the weather. Cllr Berryman suggested that, if necessary, Mr Rhodes should be asked to cut less often if there were similar weather conditions in the next year.

#### **8. Local Maintenance Partnership**

After discussion it was proposed by Cllr Tony Vincent, seconded by Cllr Alexander and RESOLVED that FTC should sign up to the LMP for 2011/2012.

#### **9. Apple Tree**

Cllr Boosey stated that the donor wished for the tree to be planted in the Gardens, not elsewhere in Fowey.

After discussion it was proposed by Cllr Berryman, seconded by Cllr Finlay and RESOLVED that it would be inappropriate to plant an apple tree in the Gardens

#### **10. OGS Steps**

Cllr Jane Vincent said that she had spoken with Chris Biggs on site. He said that the sides, landing, one step and a wooden supporting post needed replacing. Cllr Vincent said that she would ask for quotes for the various types of steel fittings he had suggested. She would also ask Restormel Joiners for quotes to get an idea of costs of wooden steps to be used as an alternative.

Cllr Vincent reported that Chris Biggs had commented that the wall immediately below the public footpath appeared to be bulging. After discussion, she stated that she would make inquiries as a suitable surveyor to investigate this further.

#### **11. Risk Assessment**

The draft document was discussed. Cllr Jane Vincent explained that it could not be formally agreed to until she had presented it to the Committee in the accepted format.

Cllr Vincent said that when talking to Chris Biggs they discussed the condition of the seats. Some of them were showing signs of rot. In all cases it was the front bar showing signs of this. She would check with the Town Clerk to find out who was responsible for their repair.

#### **12. Date of Next Meeting** Wednesday 2<sup>nd</sup> March at Fowey Community School, time to be confirmed.

**Meeting Closed** 7.00 p.m.