

## **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 HELD ON WEDNESDAY 9<sup>th</sup> DECEMBER 2015 AT FOWEY TOWN HALL**

#### **15/121 Present**

The Mayor, Cllr Mrs R Finlay  
Councillors Mrs K Alexander, G Asker, T Delves  
Mrs C Eardley, D Hughes, D Willmore

#### **In Attendance**

The Town Clerk, Sally Vincent

#### **15/122 Apologies**

The Deputy Mayor, Cllr J Berryman (holiday), Cllr Mrs A Boosey (family commitment),  
Cllr Mrs L McCartney (family commitment), PCSO Lloyd Paynter

#### **15/123 Declaration of Interests**

- α. Pecuniary – None
- β. Non Registerable – Cllr Willmore declared a non-registerable interest in any matters concerning the new Wainhomes development at Hillhay
- χ. Dispensations – The Clerk had extended a dispensation to Cllr Delves to participate in any discussion pertaining to the Fowey Wainhomes development. The Clerk had extended a dispensation to both Cllr Finlay and Cllr Eardley to participate in any discussion pertaining to the Fowey allotments.

#### **15/124 Public Questions/Police Report**

**Public Questions** – None

**Police Report** – PCSO Paynter had submitted the following report.

Reported crime has continued to be low in the run up to Christmas which is very encouraging. As I type this report (3<sup>rd</sup> December) there has only been one reported crime since 11<sup>th</sup> November, the date of my last report. The one offence was recorded as “Dog not properly under control” and was dealt with by way of the dog owner accepting a Voluntary Control Order. A VCO is essentially an agreement for the owner to control the dog in an appropriate manner. On that subject, sadly these days we do see a lot of dog related offences often the result of people failing to recognise that everyone is a dog lover. People can be threatened by a boisterous animal running up to them triggering a response from the human which often inflames the situation. No one wants to see this type of situation from either perspective, but of course in the case of someone being injured as the result of a dog attack, the consequences could be terrible for both sides.

The situation regarding St Blazey Police Station is still not totally clear but we are hoping for some better news early in the New Year. The Neighbourhood Team will now consist of only one PC (Andrew Barnicoat) and the four PCSO’s of which I am one. As before each PCSO will continue to be dedicated to their own area. I am also hoping to have access to a large van which I used to use when stationed in Bodmin. This van has a fully equipped office and is a very useful asset. This, I hope, will enable me to finally start offering a Police surgery in Fowey for

2016. The availability of the mobile facility enables me more flexibility in terms of setting up a welcoming facility in, for example, Squires Field. More on that subject as soon as everything is confirmed.

I have changed my duties to be available for the Saturday of the Fowey Christmas Markets and am looking forward to seeing the town buzzing, as it was last year. I hope that my presence will be enough to deter anyone who may be in and around the shops and stalls for the wrong reasons. We are still actively trying to identify the perpetrator of the large shoplifting at Boots a couple of months ago so will be keeping my eyes well and truly peeled!!

I have been following the developments in relation to the proposed Community Centre in the old bowling club building. I would like to wish Helen and all of the other people involved in the project the very best of luck in getting the project off the ground.

I would like to wish all of the Councillors a Happy Xmas and Prosperous New Year. Thanks to you all for your support throughout the past year and I look forward to working with you in 2016.

#### **15/125 Minutes of the Meeting of 18<sup>th</sup> November 2015**

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

#### **15/126 Matters Arising not on the Agenda (for report only)**

**Allotments** – The Mayor reported on an interesting presentation on water preservation. The Town Clerk confirmed that she had issued notices to two plot holders giving 1 months' notice of the termination of their tenancy, due to lack of cultivation of their plots.

**St Catherines Lights** – Cllr Hughes confirmed that he would be meeting Simon Higman (Historic England) on 11<sup>th</sup> December and he would raise the issue of the lighting with him.

**Cllr Willmore left the room for the next agenda item .**

**Wainhomes** – Cllr Delves and Cllr Hughes reported on a constructive meeting with Peter Crawford and Adrian Youngman (Wainhomes). Topics discussed included the following.

**Transfer of green open space.** The transfer of the two parcels of land to FTC was progressing.

**Park & Ride.** It was generally agreed that the issue surrounding the Tristan Stone was best left. Cllr Hughes and Cllr Delves had suggested that Fowey was in need of affordable housing for social rent, rather than a Park & Ride facility and Wainhomes had agreed to come up with some proposals for this.

**Construction.** Wainhomes had confirmed that all construction activities on Phase 2 of the development should be completed by the end of 2016. The Construction Manager would monitor delivery times and ensure regular road sweeping.

**4-bedroom affordable dwelling.** Wainhomes had confirmed that the Dalton homes were designed to be either 3-bedroom or 4- bedroom properties. Currently a qualifying Fowey couple wanted to purchase a 4 –bedroom property, but this could only be achieved if FTC reviewed its decision to object to the proposal to convert one of the existing 3 bedroom properties into a 4 bedroom unit. Cllr Delves and Cllr Hughes had been assured that the potential purchaser was genuine and that Wainhomes was simply responding to market demand. Cllr Hughes noted that, in his opinion, if one or two 4-bedroom units had been included in the original application it would not have altered the original consent. He then proposed, Cllr Asker seconded and it was RESOLVED that FTC should withdraw its objection to the conversion of one of the 3-bedroom unit to a 4-bedroom unit, but with the proviso that the transfer of the green open space is completed and that Wainhomes be encouraged to make a gesture to the community in relation to the creation of the new Community Centre at Squires Field. Cllr Delves abstained from voting.

**Cllr Willmore returned to the meeting**

**15/127 To receive and note the minutes, if any, of FTC Committees**

**Planning** - noted.

**Town Hall** – noted.

**Environment** – noted

**Finance** – noted.

**15/128 To receive and consider reports from representatives of the Town Council on other bodies Forum.** Cllr Willmore reported that the Forum Christmas party had taken place the previous Monday.

**15/129 To receive the Mayors Report**

The Mayor reported

- **November 23<sup>rd</sup>**. Meeting with all festivals in Fowey called by Rev. P de Grey Warter, a useful calendar has been put together for the town, also discussed overview of business sponsorship in the Town. Will be looking at how we can involve more volunteers.
- **December 6<sup>th</sup>** Reception on board HMS Cattistock – with lord Lieutenant Edward Bolitho and Commodore Jamie Miller, Naval Regional Commander Wales and Western England and other representatives from Fowey and Cornwall. A superb evening.
- **29<sup>th</sup> November**. I attended the Legal service at Truro Cathedral with the Town Clerk.

**15/130 To receive the Town Clerks Report**

- A meeting with Cornwall Council to discuss the devolution of Libraries and One stop Shops was fixed for 2pm on 12<sup>th</sup> January 2016 in the Town Hall.
- There had been some minor vandalism to the gents toilets on the quay on the Saturday night of the Christmas Market. The locking mechanism on the outer door of the gents should be repaired by the end of the week. Healthmatic was also due to repair the coin pay machine on the Caffa Mill gents by the end of the week.

**15/131 To receive the Report from the Cornwall Councillor**

Cllr Hughes reported

- Cornwall Council has agreed to allocate £680,000 (9% of its devolution budget) to a Local Devolution Fund, to be divided on a pro-rata basis between the Network Areas, who will, collectively, decide the allocation of this money. Our Network's share will be £22,244.

This money is available for revenue expenditure on costs incurred as a result of devolution of assets/ responsibilities to towns and parishes (although individual capital costs less than £10,000 are regarded as revenue.

It may not be spent on highways (including RTOs).

Areas of “allowable expenditure” might include:

Contributing to repairs, refurbishment and re-modelling of assets agreed as part of devolution arrangements (subject to spend falling within the definition of revenue expenditure);

Purchase of equipment, materials, and other items to support the organisation to which the asset/service is being devolved (ditto);

Contributing to one-off costs incurred by organisations in preparing for devolution of assets/services, e.g. training, legal costs, professional fees, business plans, feasibility studies, public engagement and consultation

Contributing to set-up costs of organisations which are being created in order to take over an asset or service (e.g. a Community Interest Company or Charitable Incorporated Organisation).

In these cases, Cornwall Council's preferred option is to make a grant to the relevant T&PC/organisation out of the Local Devolution Fund so they can procure and pay for the item in question. Where appropriate, however, Cornwall Council may procure and pay for the item itself.

Grants to organisations who are taking on assets/services to support associated revenue costs in the first twelve months after transfer, as a way of supporting devolutions in their early stages. Cornwall Council would particularly favour this approach where the devolution involves new ways of working.

Contributions to funding a local service/asset in the short term, in situations where an organisation has agreed to take it on and operate it in the long term but the devolution is not likely to be completed within the next few months.

Secondary priority for spend: Supporting partnership working in the Community Network Area) via one-off items of expenditure that support local partnership working such as grants to not for profit organisations to fund activities that support local partnership working (grants should meet the criteria set out in the Council's Community Chest scheme)

At present this is a draft proposal and T & P Councils have the opportunity, through their Cornwall Councillors and Community Network Panels to suggest modifications.

#### **15/132 Accounts for Approval**

It was proposed by Cllr Willmore, seconded Cllr Eardley and RESOLVED that accounts to the value of £10,036.35 be approved.

Copies of the Budget Tracking Report had been circulated to members before the meeting.

#### **15/133 Correspondence**

Email correspondence had been circulated for Cllrs attention

#### **15/134 Resolutions from Councillors**

None.

#### **15/135 Neighbourhood Plan**

The Lucky Questionnaire draw was held and the winners were

1<sup>st</sup> £250 – Marie Mitchell

2<sup>nd</sup> £100 – Jenny Parnwell

3<sup>rd</sup> £50 – John & Twink Carter

The Mayor then reported

- I have taken in all the questionnaires into Truro to CRCC; Claire Hurley has some volunteers who will input the data into Survey Monkey and this should take up most of December.
- I am very pleased with the response - I have been told around 10% is what you can expect and we have got 311 responses
- There are 1523 households in Fowey means we have had 20%, but this does not properly reflect the makeup of Fowey.
- There are 28.7% are "empty" ie second homes , which is 437 homes, leaving 1087 households "real" households,
- **311 returns from 1087 is 29%.**

- January/February will be busy with the publication of the report and setting up workshops, so I think we need a well-deserved breather to enjoy the Christmas festivities.

#### **15/136 Squires Field**

The Mayor reported

- Cllr Berryman and myself met Trisha Davis, Community Network Officer, Ann Trevarton Cormac Area Manager and Geoff Passmore, Contract Compliance Officer, at Squires Field on November 23<sup>rd</sup>.
- It was agreed that Cory will move the recycling bins to a more convenient and safer position, they also agreed to take down the out of date signage which will help to clear the area.
- Ann Trevarton discussed the playground area and the landscape contact and said she will quote FTC for a collective quote as well as a quote for the individual elements of Squires Field.
- The management of the grass cutting and all the other grounds work is what they are doing at the moment and is reasonably maintained in my opinion. The number of cuts would be in the region of 8-10 pa but Ann Trevarton was not specific and we will have to find out precisely.
- As far as the playground area is concerned the "inspection and technical maintenance of the play facility and the equipment" Ann said happens on a two weekly basis and this would continue.
- The maintenance of the play area and the necessary safety equipment is vital of course, and Cormac will be providing this - the details of which will come in the detailed schedule.

The Town Clerk reported that she had been chasing Cornwall Council to complete the transfer and had been told that it hadn't been on the agenda for the CC Strategic Development Group on 24<sup>th</sup> November as it had been found to be unnecessary after all. However, before final sign off by one of the three Directors there now had to be *inter alia* a valuation and agreements on TUPE commitments, most of which appeared to have been completed. It appeared the transfer was on track to finalise by the end of the year but, given the delays to date, the Clerk had asked for a commitment from CC on a definite completion date and also asked if CC could issue a lease for the Bowling Club to the Community Centre group to enable them to move forward. FTC would clearly need to be involved in the process and approve the detail of the lease.

#### **15/137 Town Quay**

Christmas Market 2015. It was noted that the event had been extremely well supported and that the Fowey traders had reported a significant increase in sales over the weekend.

General Update. No update.

#### **15/138 Roles & Responsibilities of FTC Committees**

It was proposed by the Mayor, seconded Cllr Willmore and RESOLVED that the documents 'Finance Committee Roles & Responsibilities' and 'Environment Committee Roles & Responsibilities' be adopted by FTC.

#### **15/139 Budget 2015/2016**

Cllr Willmore explained the reasoning behind the Finance Committees budget and precept recommendations and he proposed, Cllr Delves seconded and it was RESOLVED that the budget and earmarked reserve figures should be adopted and that FTC should request a precept for 2015/2016 of £92,305, an increase of 8.7%.

**15/139 Questions under Standing Order 21**

None.

*It was proposed by Cllr Willmore, seconded Cllr Eardley and RESOLVED that the Press & Public should be excluded under Section 1(2) of the Press & Public Bodies (Admission to Meetings) Act 1960 because of the confidential nature of the business to be conducted under the agenda items Town Quay Leases & Licenses*