

NEWQUAY TOWN COUNCIL

MINUTE REF:	Minutes of the Environment & Facilities (E&F) Committee Meeting held on 09 July 2024 at 7:00pm, in the Council Chamber, Marcus Hill, Newquay.	ACTIONS:
	<p><u>Present</u></p> <p>Cllrs K Larsen, S Slade, D Creek, O Monk, L Gardner</p> <p><u>Also attending</u></p> <p>Mr J Piwecki (Deputy Town Clerk), Mrs L Hughes (Corporate Service Manager), Mr J Ashton (Environment Manager), Mr D Tuttle (Facilities Manager) Cllr S Thomson</p> <p><u>Apologies</u></p> <p>Apologies were received by Cllrs K Towill, A Hannan, M North</p>	
EF077/24	<p><u>Declarations of Interest and Dispensations</u></p> <p>None</p>	
EF078/24	<p><u>Minutes</u></p> <p>A. 09 May 2024</p>	
EF078/24 (A)	<p>It was proposed by Cllr D Creek, seconded by Cllr S Slade and</p> <p>RESOLVED to confirm the accuracy of the minutes of the meeting held on 11 June 2024.</p> <p>Cllr O Monk abstained</p>	
EF079/24	<p><u>Matters Arising</u></p> <p>None</p>	
EF080/24	<p><u>Open Session for Electors of Newquay - Public Question time</u></p> <p>In regard to the letter received from Newquay BID, Cllr D Creek met with BID Manager yesterday in regard to another matter and spoke to him about the question. Clarification was given to the BID Manager about the areas that Newquay Town Council are responsible for. The pathways and centre of Town do not come under our authority. Cllr Creek asked the BID Manger to update his business's on this and that they pass their complaints to the Unitary Authority.</p> <p>Cllr K Larsen for the sake of the public watching reinforced the differences between what Newquay Town Council and Cornwall Council are responsible for in relation to weed management.</p>	

EF081/24	<u>Applications and Grant Award</u>	
EF081/24 (A)	<u>The Feel Safe Scheme £750</u> Members discussed the application. Members were supportive of the scheme and wished to ask for some feedback of how many people that the grant may have helped. It was proposed by Cllr L Gardner, seconded by Cllr D Creek and RESOLVED unanimously to support the Feel Safe Scheme and agree a grant of £750.	RFO
EF081/24 (B)	<u>Bleed Control Cornwall - £1200</u> Members discussed the application. Members wished Bleed Control to come back to the next funding window in September. They very much support the scheme and ethos of what they want to achieve. But members felt further discussions with the 10 locations where the kits are to be housed should be agreed first. Members agreed not to support this grant at this time.	
EF081/24 (C)	<u>Newquay Hockey Club - £1,877.20</u> Members discussed the application.	
EF082/24 (C)(1)	It was proposed by Cllr L Gardner, seconded by Cllr D Creek and RESOLVED unanimously to support Newquay Hockey Club and agree a grant of £1,750.	RFO
EF082/24 (C)(2)	It was proposed by Cllr K Larsen, seconded by Cllr D Creek and RESOLVED unanimously to move the next Agenda Item Biodiversity Policy & Weed Control to be discussed in except business.	
EF083/24	<u>Newquay in Bloom Report</u> Cllr S Thomson discussed the Newquay in Bloom report. The judging for South West in Bloom will take place on the 25 July 2024. Cllr S Thomson brought up a request from the Committee to pay for the lunch for the Newquay in Bloom Judges. It was proposed by Cllr K Larsen, seconded by Cllr D Creek and RESOLVED unanimously to agree to cover the cost of £220 towards the lunch for the Newquay in Bloom Judges.	RFO
EF084/24	<u>Manage, maintain and enhance town council owned and devolved open and green spaces, parks, play parks and car parks</u>	
EF084/24 (A)	A. <u>Environmental Service Managers Report</u>	

	<p>The Environmental Manager provided an update for Members on current live projects.</p> <p>It was proposed by Cllr K Larsen, seconded by Cllr S Slade and</p> <p>RESOLVED unanimously to agree the overspend of £299.25 towards the Hanging Baskets.</p> <p>The Environment Manager provided an update to Members on the Bronze, Silver and Gold packages for the South Fistral Play Park.</p> <p>Cllr D Creek queried the current state of the Killacourt path and whether this satisfactory.</p> <p>The Environment Manager provided some feedback – the site survey that was completed was unable to clarify what the main cause of the issue subsidence over unsuitable materials. The path is being reviewed and monitored.</p> <p>Cllr L Gardner queried whether the South Fistral Play equipment was in good enough condition to use in the short term.</p> <p>The Environment Manager felt that there are two pieces of equipment that may require repair short term.</p> <p>Cllr K Larsen asked for pictures of the equipment which may require upgrading to be sent round to the Committee.</p> <p><i>(Cllr S Thomson left the meeting at 19.49pm)</i></p>	RFO
EF084/24 (B)	<p>B. <u>Concrete Waves Working Party</u></p>	Environment Manager
EF084/24 (C)	<p>Cllr O Monk provided some brief feedback on the park and remedial works completed by Mavericks.</p> <p>C. <u>Other devolved open green spaces, parks, play parks and car parks</u></p>	
EF085/24	<p>No update</p> <p><u>Memorial Bench Request – South Fistral</u></p> <p>The location of the Memorial bench is at South Fistral.</p> <p>It was proposed by Cllr D Creek, seconded by Cllr K Larsen and</p>	
EF085/24 (1)	<p>RESOLVED unanimously to amend the Memorial Bench Policy to allow decisions on Memorial Benches installations to be completed by email.</p>	Deputy Town Clerk
EF085/24 (2)	<p>It was proposed by Cllr D Creek, seconded by Cllr K Larsen and</p> <p>RESOLVED unanimously to support the Memorial Bench request SF-002.</p>	Deputy Town Clerk/RFO/ Environment Manager
EF086/24	<p><u>Killacourt Café Planning Application Review</u></p> <p>The current tenant would like the committee to put in a variation of trading hours for the Café so they can extend opening times. This would need to be recommendation to Full Council, if Members are supportive of this request.</p>	

<p>EF086/24 (1)</p>	<p>Members queried who would cover the cost of the planning application. The Deputy Town Clerk confirmed that any cost would be required to be paid for by the tenant.</p> <p>Members were happy to suggest that the Town Council support the tenant in completing the application themselves.</p> <p>It was proposed by Cllr K Larsen, seconded by Cllr D Creek and</p> <p>RESOLVED unanimously to support the Café tenant applying for a Planning Application to vary the change of operating hours. Additionally prior to the Planning Application being submitted by the tenant to write a letter of support to the Planning Committee to inform them of the Committee's support for the variation.</p>	<p>Deputy Town Clerk</p>
<p>EF086/24 (2)</p>	<p>The tenant has asked for an installation of a pergola, over the outside seating area. Members wished this to be sympathetic to the surroundings.</p> <p>It was proposed by Cllr K Larsen, seconded by Cllr S Slade and</p> <p>RESOLVED unanimously to give delegated authority to the Deputy Town Clerk to gather more information of the design of the Pergola installation and feedback to committee via email with recommendations.</p>	<p>Deputy Town Clerk</p>
<p>EF086/24 (3)</p>	<p>It was proposed by Cllr K Larsen, seconded by Cllr S Slade and</p> <p>RESOLVED unanimously to support any future licensing applications from the Café tenant and to permit the Deputy Town Clerk to work with Solicitors to amend the leasable area outside the property with any associated costs to be covered by the Tenant (if any).</p>	<p>Deputy Town Clerk</p>
<p>EF087/24</p>	<p><u>Speed Awareness Policy</u></p> <p>The Deputy Town Clerk provided an update to the draft policy regarding the Speed Awareness Signage. The aim is look for secondary locations for the signs to go when they are required to come down after 8 weeks in situ.</p> <p>Cllr O Monk suggested that Councillors come up with another 6 locations where they can be moved to.</p> <p>The Deputy Town Clerk provided all the requirements with situating the signs in their locations.</p> <p>Cllr K Larsen suggested some work with the Comms Officer to provide information on how the Speed Awareness Signage works on the website for the public.</p> <p>Cllr D Creek suggested a collaborative piece of work between Officers, Cornwall Councillors, Town Councilors and Police as to secondary locations for Speed Awareness Signage.</p>	

EF088/24	<p><u>Environment Working Party</u></p> <p>The main items for discussion are the Bio-Diversity Policy and Solar Panels which are in exempt.</p>	
EF089/24	<p><u>Facilities Service Manager Report</u></p> <p>The Facilities Manager provided an update to Members on current live projects.</p> <p>The Railways Station toilets were open however they were vandalised over the weekend and therefore they were required to be shut.</p> <p>Members queried CCTV coverage and even more robust coverage needed to stop the vandalism. The Deputy Town Clerk confirmed a secondary camera will be in situ.</p> <p>The Maintenance Operative is looking at changing the handles to mitigate it happening again.</p> <p>Members asked for email updates to be sent on the reopening of the Railway Station Facility.</p> <p>Cllr D Creek queried what questions were asked in regard to the Fire Safety Report. The Facilities Manager confirmed that only 60 people were allowed in the building at one time. Members asked what we would need to do to increase the capacity of the building.</p> <p>It was proposed by Cllr K Larsen , seconded by Cllr S Slade and</p> <p>RESOLVED unanimously for the Facilities Manager to draft a brief to be issued to Fire Risk Assessors ahead of securing new quotations.</p> <p>Members wished for the Mount Wise Building to be advertised via Comms.</p>	<p>Facilities Manager</p> <p>Comms Officer</p>
EF090/24	<p><u>Mount Wise Centre External Door</u></p> <p>Item to be deferred to the next meeting.</p>	
EF091/24	<p><u>Christmas Lighting & Christmas Tree 2024-25</u></p> <p>The Deputy Town Clerk provided an update on the current options. Members discussed.</p> <p>It was proposed by Cllr D Creek , seconded by Cllr S Slade and</p>	
EF091/24 (1)	<p>RESOLVED unanimously to approve £1696.00 to purchase new Christmas Tree Lights.</p>	RFO
EF091/24 (2)	<p>It was proposed by Cllr K Larsen , seconded by Cllr D Creek and</p> <p>RESOLVED unanimously to extend the meeting by 30 minutes.</p>	
EF092/24	<p><u>Correspondence</u></p> <p>Email regards Weed Control to be discussed under the Weed Control Agenda item.</p>	

<p>EF093/24</p>	<p><u>Budget Monitoring Report 2024/25</u></p> <p>No update.</p>	
<p>EF094/24</p>	<p><u>Any other Business</u></p> <p>Cllr S Slade asked about an update on the South West Costal Path. The Deputy Town Clerk will chase and update.</p>	
<p>EF095/24</p>	<p><u>Exempt Business</u></p> <p>It was proposed by Cllr K Larsen, seconded by Cllr D Creek and</p> <p>RESOLVED unanimously that pursuant to Section 1(2) of the Public Bodies (Admission to meetings) Act 1960 the public and press leave the meeting because of the confidential nature of the business to be transacted.</p>	
<p>EF095/24 (A) EF095/24 (B) EF095/24 (C)</p>	<p>Confidential Addendum Ref: 09.07.24/001</p> <p><u>Weed Control Contract 2024-25</u></p> <p><u>Solar Panels – Mount Wise Centre</u></p> <p><u>G&R Referral - Biodiversity Policy & Weed Control</u></p>	
<p>EF096/24</p>	<p><u>Date, venue and time for the next meeting</u></p> <p>The next Environment & Facilities Committee will be on Tuesday 10 September 2024 at 7pm in the Council Chamber, Marcus Hill.</p> <p>The Chair thanked all members for their attendance and closed the meeting at 21.20pm</p> <p>Signed..... Chairman Cllr K Larsen</p> <p>Date.....</p>	