

# St Austell Town Council

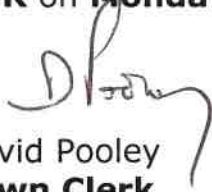


## Climate and Environment Committee

**To: All Members of the Climate and Environment Committee**  
(Councillors: Cohen, Double, George, Guest, Hamilton, Lanxon, McDonagh, Nott, Styles, Thompson and Young).

Dear Councillor

You are summoned to attend a **Meeting** of the **Climate and Environment Committee** to be held in the **Council Chamber, Cornwall Council Offices, 39 Penwinnick Road, St Austell, Cornwall, PL25 5DR** on **Monday 24<sup>th</sup> October 2022 at 6pm.**



David Pooley  
**Town Clerk**

18<sup>th</sup> October 2022

Tel: 01726 829859  
e-mail: [david.pooley@staustell-tc.gov.uk](mailto:david.pooley@staustell-tc.gov.uk)  
Website: [www.staustell-tc.gov.uk](http://www.staustell-tc.gov.uk)

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### AGENDA

- 1. Apologies for absence**
- 2. Declarations of Interest**

(Purpose: To receive declarations of disclosable pecuniary and other non-registerable interests in respect of items on this agenda).

- 3. Dispensations**

(Purpose: To receive requests for dispensations under the Code of Conduct).

**4. Public participation (15 minutes maximum)**

The Chairman will invite members of the public to address the meeting in relation to the business to be carried out at the meeting.

15 minutes will be allocated for public participation (this can be extended at the Chairman's discretion). Each person addressing the Council will be allocated a maximum of two minutes.

**5. Minutes of Meeting held on 4<sup>th</sup> July 2022**

**Pages  
1 to 4**

(Purpose: To agree that the minutes of the above meeting be signed as a correct record). (Attached).

**6. Matters to note**

(Purpose: A verbal update from the Town Clerk on the actions taken since the last meeting).

Note: No decision may be made under this agenda item.

**7. Making Spaces for Nature**

(Purpose: To receive a presentation from Melissa Ralph, Making Space for Nature, Project lead on the work carried out in Cemetery Park, The Meadows and A391 verges).

**8. Electric Vehicle Sharing Schemes**

(Purpose: To consider exploring electric vehicle sharing schemes). (Verbal update).

**9. Climate Emergency Work Plan**

**Pages  
5 to 18**

(Purpose: To receive an update on progress against the Climate Emergency Work Plan). (Action Plan attached).

**10. Cornwall Council - E Bike Scheme and Electric Vehicle Charging Station at Priory Car Park**

(Purpose: To receive an update on the Cornwall Council E Bike scheme and the potential for an Electric Vehicle Charging Station at Priory Car Park). (Verbal update).

**11. Climate Awareness Afternoon, St Austell Library – 3<sup>rd</sup> November 2022**

(Purpose: To receive an update on the Climate Awareness Afternoon planned for Thursday 3<sup>rd</sup> November 2022 at St Austell Library). (Verbal update).

**12. Climate Action St Austell (CASA)**

(Purpose: To receive an update on the work of CASA). (Town Council's representative: Councillor Hamilton).

**13. Dates of Meetings**

(Purpose: To note the dates of the next meetings – 23<sup>rd</sup> January 2023).



**MINUTES of ST AUSTELL TOWN COUNCIL CLIMATE AND ENVIRONMENT COMMITTEE held on MONDAY 4<sup>th</sup> JULY 2022 at the Council Chamber, St Austell Information Centre, 39 Penwinnick Road, St Austell, PL25 5DR at 6pm.**

**Present:** Councillors: Cohen, George, Lanxon, Nott, Styles and Thompson

**In attendance:** David Pooley (Town Clerk).

**CE/22/01) Election of Chair**

The Town Clerk asked for nominations for Chair. He advised that Councillor Hamilton was isolating due to Covid and had given his apologies but had confirmed that he was willing to continue as Chair if members so wished. A nomination was received for Councillor Hamilton.

It was **RESOLVED** that Councillor Hamilton be elected Chair of the Climate and Environment Committee for the 2022/23 civic year.

**CE/22/02) Election of Vice-Chair**

The Clerk asked for nominations for Vice-Chair. A nomination was received for Councillor Lanxon.

It was **RESOLVED** that Councillor Lanxon be elected Vice-Chair of the Climate and Environment Committee for the 2022/23 civic year.

*\*\* Councillor Lanxon assumed the Chair \*\**

**CE/22/03) Apologies for absence**

Apologies for absence were received from Councillors Double, Guest, Hamilton, Pears and Young.

**CE/22/04) Declarations of Interest**

None.

**CE/22/05) Dispensations**

The Clerk advised that no requests for dispensations had been received.

**CE/22/06) Public Participation**

Mrs Earl advised that CASA were very pleased with the support of Councillor Hamilton and his reports back to the Town Council. She advised that she was impressed with the actions completed by the Town Council and urged the Council to support the Garden Festival planned for the 3<sup>rd</sup> September 2022. She outlined a project which CASA hoped to undertake with Treverbyn CIC to distribute up to 1000 small trees to individuals for planting in gardens.

## **CE/22/07) Minutes of Meeting held on 25<sup>th</sup> October 2021**

It was **RESOLVED** that the minutes of the meeting held on the 25<sup>th</sup> October 2021 be approved and signed as a correct record subject to noting that 27<sup>th</sup> December on page 1 should read 27<sup>th</sup> November.

## **CE/22/08) Matters to note**

The Clerk advised that the Town Council had been well represented at the Climate Change Festival at Cornwall College on the 27<sup>th</sup> November 2021 and thanked all of the councillors who supported the event.

He advised that Priory Car Park was still identified as a preferred site for Electrical Vehicle Charging Points and that WPD were undertaking surveys of potential locations. An update on progress and timescales is expected shortly.

The Clerk advised that preparations for the e-bike trial were progressing. A contract has been awarded and approximately 50 bikes per town were anticipated with effect from September 2022.

## **CE/22/09) Local Cycling and Walking Infrastructure Plan (LCWIP)**

The Clerk advised that stakeholder engagement workshops had been undertaken and an online mapping tool had elicited 180 responses. Sustrans were now moving into the next phase and following two days of on-site auditing would soon be recommending improvements and places for future investment. A further round of engagement will be held once these ideas have been formulated to amend, refine and shape the prioritisation of schemes.

Members welcomed this work and identified the importance of good walking and cycling routes.

It was **RESOLVED** to note the update.

## **CE/22/10) Climate Action St Austell (CASA)**

Mrs Earl provided an update on CASA. She explained that an application for charitable status had been refused so the group were adapting the constitution of a similar group in Helston to become a CIC. She highlighted the monthly litter picks undertaken by the group and asked councillors to support these if possible. Members thanked Mrs Earl for the update.

## **CE/22/11) Climate Emergency Work Plan**

The Clerk introduced the action plan which had been updated by the Deputy Town Clerk and explained how impressed and pleased he was with the achievements of the Town Council since declaring a climate emergency. He highlighted the potential funding bids being prepared to improve Bethel Park and create a tree nursery.

In response to a question the Clerk explained that Edible St Austell were now a properly constituted CIC and that terms for a lease had been agreed. It was hoped to draft a lease shortly.

Members noted the importance of ensuring the action plan was a working document and constantly updated and added to.

It was **RESOLVED** to thank the Deputy Town Clerk for her hard work and to note the action plan.

### **CE/22/12) Climate and Environmental Policy**

Members reviewed the Council's Climate and Environmental Policy and considered a recommendation for a minor change suggested by Councillor Hamilton.

A discussion took place concerning the Council's grass cutting and parks and open spaces policies and the merits of various types of plants and grass cutting strategies. The Clerk confirmed that opportunities would be provided to revisit the approved policies in due course.

It was **RECOMMENDED** that the Policy be reconfirmed subject to the addition of the words "energy saving features and" in the second bullet point under the heading Development on page 6 of the policy.

### **CE/22/13) St Austell Garden Festival**

Members discussed the Town Council's potential involvement in a Garden Festival planned for the Town Centre on the 3<sup>rd</sup> September 2022. It was suggested that this might be an opportunity to discuss grass cutting and planting strategies with members of the public.

It was **RESOLVED** to authorise the Operations Manager and the Committee Chair to determine the content and form of stand taken by the Town Council and arrange the Town Council's attendance at the Garden Festival.

### **CE/22/14) Dates of Meetings**

It was noted that the dates of the next meetings of the Climate and Environment Committee are Monday 24<sup>th</sup> October 2022 and Monday 23<sup>rd</sup> January 2023.

The meeting closed at 6.53pm.





## St Austell Town Council



### Climate Emergency Action Plan 2020 – 2023

<b>Action</b>	<b>Responsible Officer /Committee</b>	<b>Deadline</b>	<b>Progress</b>	<b>Complete</b>
Implement new in-house waste management function.	Town Clerk Deputy Town Clerk Operations Manager <b>Finance and General Purposes Committee</b>	March 2020	New arrangements implemented utilising existing staff with reduced travel compared to previous contract.	Yes.
Explore the potential to purchase energy from renewable sources for Priority Toilets, Poltair Park and town centre electric point.	Town Clerk <b>Finance and General Purposes Committee</b>	Sept 2022	Library and Poltair Park electrical supplies to be negotiated with renewable energy companies when the market stabilises.	Priority Toilets/Town centre electrical points and street lights completed.

<b>Action</b>	<b>Responsible Officer / Committee</b>	<b>Deadline</b>	<b>Progress</b>	<b>Complete</b>
Develop a tree planting programme to compliment the Forest for Cornwall	Operations Manager <b>Council</b>	Ongoing	595 trees planted since 2017. All trees planted are logged with Forest for Cornwall. A number of trees have been brought on and some are still being brought on at the Town Council's nursery.	Ongoing
Installation of a polytunnel to allow the re-cycling of plants and growing on of trees/shrubs and creation of a tree nursery.	Operations Manager <b>Community Committee</b>	Ongoing	Polytunnel well used during 2022 for the growing on plants and trees and training projects for the Apprentices.	October 2021. Polytunnel installation complete.
Replacement of external lights at The Stable Block with low energy LED lights	Operations Manager <b>Community Committee</b>	February 2021		Complete
Replacement of internal lights in the Committee Room at the Stable Block with low energy LED lights	Operations Manager <b>Community Committee</b>	November 2021		Complete
Installation of rainwater harvesting facility at Alexandra Road allotments	Operations Manager <b>Community Committee</b>	February 2021		Complete

<b>Action</b>	<b>Responsible Officer/Committee</b>	<b>Deadline</b>	<b>Progress</b>	<b>Complete</b>
Establish a small grants scheme for community climate change initiatives or amend existing scheme.	Deputy Town Clerk <b>Community Committee</b>	February 2021	Existing grant criteria reviewed to encourage climate emergency projects.	Complete.
Review horticulture service/employ a horticultural apprentice dependent on workloads.	Town Clerk/Deputy Town Clerk/ Operations Manager <b>Council</b>	February 2021/ongoing	2 apprentices employed with effect from February 2021. Both apprentices are now Chapter 8 accredited.	Apprenticeships complete. Now permanent staff.
Trial of an organic foam based weed solution in the Town Council's parks and car park.	Operations Manager <b>Community Committee</b>	Spring 2021/ongoing	The foam based weed treatment is used twice a year in Poltair Park.  Method is not suitable for all areas across the town and is powered by diesel.	
Engage with GI4G to maximise improvements in biodiversity through "making space for nature"	Town Clerk/Operations Manager <b>Community Committee</b>	March 2021/ongoing	A391 scheme  The Meadows Scheme  Cemetery Park project	All projects in maintenance phase. Community events continuing to be held at Cemetery Park and The Meadows.

<b>Action</b>	<b>Responsible Officer / Committee</b>	<b>Deadline</b>	<b>Progress</b>	<b>Complete</b>
Development of a Parks and Open Spaces Strategy	Town Clerk/Operations Manager <b>Community Committee</b>	March 2021/ongoing	Signed off by Council 22.03.21. Review due.	
Develop Environmental Policy based on good practice identified by Cornwall Council.	Deputy Town Clerk <b>Community Committee</b>	April 2021/ongoing	Reviewed and approved July 2022	
Enter one or more parks in the South West in Bloom Pride in Parks competition to demonstrate environment initiatives.	Operations Manager/Deputy Town Clerk <b>Community Committee</b>	May 2022/ongoing	Poltair Park entered into the 2022 Pride in Park competition part of which is judged on sustainability. Result awaited.	
Assist Community Groups to enter SWIB In Your Neighbourhoods	Deputy Town Clerk <b>Community Committee</b>	July 2022	Community Groups provided opportunity to enter IYN competition 2022.	SALSA entered.
Install re-cycling bins	Operations Manager <b>Finance &amp; General Purposes Committee</b>	May 2022/ongoing	Poltair Park café now under new management and open for business	
			Tenant actively re-cycling.	
Encourage the Town Heritage scheme to deliver a bottle refill facility at the church fountain	Town Clerk <b>Community Committee</b>	Sept 2021/ongoing	Contract let to Cormac. Works almost complete.	

<b>Action</b>	<b>Responsible Officer/Committee</b>	<b>Deadline</b>	<b>Progress</b>	<b>Complete</b>
Assist the St Austell BID with SWIB BID entry	Operations Manager Deputy Town Clerk <b>Community Committee</b>	July 2022	Town Council grounds maintenance staff assisted the BID with the tidying up of the flower beds and accompanied the judges during their visit to the town.	Resource allocated to assist the BID with the July 2022 entry.
Lobby Government and Cornwall Council to introduce subsidised retrofit programmes for housing in deprived areas	Town Clerk <b>Council</b>	December 2021	No progress to date.	
Improve planting in Bethel Park.	Operations Manager <b>Council</b>	31 <sup>st</sup> October 2022	Following a positive expression of interest, a full application is being completed for funding towards a refurbishment project to include a sensory garden.	
Lobby for improvements to public transport and more flexible hopper/community bus service	Town Clerk <b>Council</b>	Ongoing	Revitalization Partnership to consider as part of the revitalisation works.	

<b>Action</b>	<b>Responsible Officer /Committee</b>	<b>Deadline</b>	<b>Progress</b>	<b>Complete</b>
Procure re-cycled paper for St Austell Library and the office.	Deputy Town Clerk <b>Community Committee</b>	Ongoing	Due to the costs involved, re-cycled paper is procured on a small scale at the present time.	
Review management and ownership of Gover Woods	Town Clerk <b>Finance &amp; General Purposes Committee</b>	-	Considered by Council – decision deferred.	Woods sold to a private individual.
Explore ways to reduce paper production.	Town Clerk <b>Council</b>	March 2022/ongoing	A trial undertaken with the previous administration where 10 Councillors agreed not to receive paper copies of agendas.	
			Not yet progressed.	
Explore the potential to purchase energy from renewable sources as existing contracts end for the library	Town Clerk <b>Finance &amp; General Purposes Committee</b>	September 2022	Contract ended September 2022. Exploring suppliers in difficult market conditions.	
Street Lights. Explore energy saving measures for Town Council owned street lights.	Operations Manager <b>Finance &amp; General Purposes Committee</b>	-	Town Council street lights being replaced with LED's on a phased basis.	

<b>Action</b>	<b>Responsible Officer / Committee</b>	<b>Deadline</b>	<b>Progress</b>	<b>Complete</b>
Community Engagement	Operations Manager <b>Climate &amp; Environment Committee</b>	Ongoing	Working closely with Climate Action St Austell (CASA), <ul style="list-style-type: none"> <li>• Providing banking facilities until organisation are constituted</li> <li>• Donated tabards</li> </ul>	
Liaise with St Austell BID with regard to the efficiency of the Town Centre Christmas lights.	Deputy Town Clerk <b>Finance and General Purposes Committee</b>	December 2022/ongoing	All Christmas lights are LED	Complete
Review composting arrangements and explore the potential to develop own compost.	Operations Manager <b>Climate &amp; Environment Committee</b>	Spring 2022/ongoing	Orchard Car Park identified as a potential site to create formal composting bays.  Town Council's future at the Stable Block uncertain due to re-development of the Penwinnick Road site. Awaiting contact from Cornwall Council.	
Explore carbon accounting for Town Council activities.	Town Clerk <b>Climate &amp; Environment Committee</b>	December 2021/ongoing	Potential solution identified. Insufficient resource currently to complete project.	Still to be progressed.

<b>Action</b>	<b>Responsible Officer / Committee</b>	<b>Deadline</b>	<b>Progress</b>	<b>Complete</b>
Investigate and consider installing electric charging point(s) in Priory Car Park	Town Clerk Operations Manager <b>Climate &amp; Environment Committee</b>	February 2022/ongoing	Cornwall Council has confirmed that Priory Car Park is one of the sites to be considered for EV charging points. Installation before March 2023 planned.	
Explore potential for a cycling facility at The Meadows	Operations Manager <b>Community Committee</b>	February 2022	Project deferred due to budget cuts, limited grant funding and lack of resource.	
In order to reduce the need for cash collection, explore the installation of a contactless payment system on at least one of the car park payment machines in Priory Car Park.	Town Clerk <b>Finance &amp; General Purposes Committee</b>	April 2022/ongoing	Town Council approval obtained for the installation of two contactless payment systems at Priory Car Park.  New mobile telephone payment system installed (Pay 2 Park). Very well received and working well.  Contactless still being explored.	October 2021



<b>Action</b>	<b>Responsible Officer / Committee</b>	<b>Deadline</b>	<b>Progress</b>	<b>Complete</b>
Consider suitable buildings for photovoltaic panels and explore viability	Town Clerk <b>Finance and General Purposes Committee</b>	May 2023	Priory Car Park Toilets identified. Suitability to be determined. Will review resource implications at next budget round.	
Consider how best to engage with the town's residents to raise awareness of climate change issues.	Deputy Town Clerk <b>Community Committee</b>	Autumn 2022	Climate Awareness afternoon being organised at St Austell Library on Thursday 3 <sup>rd</sup> November 2022.	
Enhancement of current wildflower areas	Operations Manager <b>Community Committee</b>	Ongoing	Wildflower areas maintained at: Penwinnick Road, Daniels Lane, The Meadows and Trenowah Road. The Meadows wildflower areas refreshed October 2023.	
Installation of new wildflower areas on behalf of Cornwall Councillors to commemorate the Jubilee.	Operations Manager <b>Community Committee</b>	Summer 2022	Jubilee wildflower areas seeded at: Cosgarne Triangle, Bethel Park and Woodland Road.	Reasonable show in the summer of 2022. One year display.

<b>Action</b>	<b>Responsible Officer/Committee</b>	<b>Deadline</b>	<b>Progress</b>	<b>Complete</b>
Identify opportunities for green/climate emergency projects through the Town Revitalisation Partnership	Town Clerk <b>Council</b>	Ongoing	LCWIP nearing completion. Improved planting schemes being designed and accessibility being improved.	
Follow a buy local policy to support local businesses and reduce miles travelled by goods.	All officers <b>Council</b>	Ongoing	Unless mitigating factors prevail, local suppliers and contractors are used.	
Improvement of Multi Use Trails	All officers <b>Council</b>	Ongoing	Working Group resurrected. Signage improved at Tremena Gardens, Drummers Hill, East Hill and Sandy Hill courtesy of Rotary Club in partnership with the Town Council. Sustrans have improved some town centre signage. Trails monitored and improvement works identified on a regular basis. Awaiting completion of the LCWIP.	

<b>Action</b>	<b>Responsible Officer /Committee</b>	<b>Deadline</b>	<b>Progress</b>	<b>Complete</b>
Provision for re-cycling	Deputy Town Clerk <b>Council</b>	Ongoing	Contract held with Biffa. Recycling of cardboard and plastics on a fortnightly basis for both the office and library. Space being created to allow the distribution of re-cycling boxes from the library	
To keep grass cutting, wildflower and tree planting policies under review to support pollinators and carbon sequestration.	Operations Manager <b>Community Committee</b>	Ongoing	Grass cutting policy reviewed in September 2022.	
Provision of battery operated grounds maintenance equipment	Operations Manager <b>Community Committee</b>	Ongoing	No battery operated machinery is currently on the market to suit the Town Council's needs.	
Engagement with young people to encourage environmental issues	Deputy Town Clerk <b>Community Committee</b>	Ongoing	Litter picks in Poltair Park and new litter bin purchased for the park on the recommendation of Young People Cornwall.	
Efficiency of operating the Town Council's Public Conveniences at Priory Car Park	Operations Manager <b>Finance and General Purposes Committee</b>	Ongoing	Local cleaning contractors appointed to reduce travel	June 2021

<b>Action</b>	<b>Responsible Officer /Committee</b>	<b>Deadline</b>	<b>Progress</b>	<b>Complete</b>
Environmental activities with regard to Town Council maintained public rights of way	Operations Manager <b>Community Committee</b>	Ongoing	Maintenance work being absorbed by the Council workforce to reduce travel and carbon emissions.	Spring/Summer 2022
Creation of Truro Road Park – Friends Group	Operations Manager <b>Community Committee</b>	Ongoing	Truro Road Friends Group recently resurrected in June 2022 and actively seeking improvement projects for the park.	
Landrew Road community garden	Operations Manger <b>Community Committee</b>	Ongoing	Growing group of volunteers at the garden. Compost toilet created, covered area erected utilising re-claimed wood and regular composting at the site	
Planning & Regeneration Committee to look favourably on planning applications where it can be demonstrated that consideration has been given to the impact the proposal has on the environment and mitigating actions put in place.	Town Clerk <b>Planning &amp; Regeneration Committee</b>	Ongoing	<b>Planning &amp; Regeneration Committee – Demolition of Penwinick Road offices.</b> Urgent action to protect the trees at the Penwinick Road Offices. TPO application for the retention of a variety of trees submitted to Cornwall Council.	

<b>Action</b>	<b>Responsible Officer / Committee</b>	<b>Deadline</b>	<b>Progress</b>	<b>Complete</b>
<p>Purchase re-cycled material where possible</p>	<p>Steve Skinner <b>Operations Manager</b></p>	<p>Winter 2022/23</p>	<p>3 x re-cycled benches to be installed in each of the Town Council's Wards over the winter to commemorate the late Queen's Platinum Jubilee</p>	
<p>Explore efficient ways to provide assistance in terms of warmth, shelter and food for the disadvantaged.</p>	<p>Sara Gwilliams <b>Deputy Town Clerk</b></p>	<p>Winter 2022/23</p>	<p>St Austell Library engaged with NHS and Volunteer Cornwall to support the Warm Space initiative.</p> <p>Small Grants Scheme terms and conditions due to be reviewed at the next Community Committee to consider revenue expenditure being permitted to allow organisations to bid for funding to assist with energy costs.</p> <p>SALSA exploring funding to provide energy efficient tools such as slow cookers for those who need it.</p>	

