

St Austell Town Council

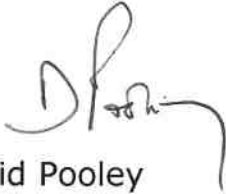


Climate and Environment Committee

To: All Members of the Climate and Environment Committee
(Councillors: Cohen, Jones, King (Chair), Lanxon, Oxenham, Pearce, Rees, Styles, Thompson and Walker).

Dear Councillor

You are summoned to attend a **Meeting** of the **Climate and Environment Committee** to be held at **The Stable Block, Pondhu House, Penwinnick Road, St Austell, Cornwall, PL25 5DP** on **Monday 20th January 2020 at 6pm.**



David Pooley
Town Clerk

14th January 2020

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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 30th September 2019

**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. Community Engagement Events

(Purpose: To receive an update on the community engagement events undertaken). (Verbal update).

8. Climate Change Action Plan

**Pages
5 to 12**

(Purpose: To consider a draft Climate Change Action Plan for the Town Council). (Report attached).

9. Carbon Accounting – At the request of Councillor King

(Purpose: To consider Carbon Accounting for St Austell).

10. Working Practices – At the request of Councillor King

(Purpose: To consider evaluating the Town Council's working practices).

11. Library – At the request of Councillor King

(Purpose: To consider using the Library for Climate Change initiatives).

12. Engaging with schools – At the request of Councillor King

(Purpose: To consider engaging with schools for Climate Change initiatives).

13. Alternatives to fossil fuels transport – At the request of Councillor King

(Purpose: To consider the alternatives to fossil fuel transport).

14. Cornwall Council Community Network – Climate Change Workshop

(Purpose: To seek volunteers to attend the Cornwall Council Community Network Climate Change Workshop on Thursday 30th January 2020 and ideas to take forward).

15. Project Update

(Purpose: To receive a verbal report from the Town Clerk on the environmental projects currently being worked on). (Verbal update).

16. Dates of Meetings

(Purpose to confirm dates of forthcoming meetings).

MINUTES of ST AUSTELL TOWN COUNCIL CLIMATE AND ENVIRONMENT COMMITTEE held on MONDAY 30TH SEPTEMBER 2019 at the Stable Block, Pondhu House, Penwinnick Road, St Austell, PL25 5DP at 6pm.

Present: Councillors: Cohen, Jones, King, Lanxon, Oxenham, Pearce, Rees, Styles (Mayor), Thompson and Walker.

Also Present: Councillor Brown.

In attendance: David Pooley (Town Clerk), Sara Gwilliams (Deputy Town Clerk).

CE/19/01) Election of Chairman

The Town Clerk asked for nominations for Chairman. Nominations were received for Councillors King and Thompson.

It was **RESOLVED** that the election of Chairman should be undertaken by way of a secret ballot.

A secret ballot was undertaken with Councillor King receiving 6 votes and Councillor Thompson receiving 4 votes.

It was **RESOLVED** that Councillor King be elected Chairman of the Climate and Environment Committee for the 2019/20 civic year.

CE/19/02) Election of Vice-Chairman

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

It was **RESOLVED** that Councillor Lanxon be elected Vice-Chairman of the Climate and Environment Committee for the 2019/20 civic year.

CE/19/03) Apologies for absence

There were no apologies for absence.

CE/19/04) Declarations of Interest

None.

CE/19/05) Dispensations

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

CE/19/06) Public Participation

There were no members of the public present.

CE/19/07) Terms of Reference

It was **RESOLVED** that the Terms of Reference be noted.

CE/19/08) Plastic Free St Austell – Councillor King

Councillor King advised that Surfers Against Sewage have been sent the paperwork to enable St Austell to be designated “plastic free”. The group set up to oversee Plastic Free St Austell has dwindled but Councillor King hopes that things will improve shortly.

In answer to a question, Councillor King advised that in order to be designated as a plastic free business, the business needs to commit to giving up 3 single use plastic items.

CE/19/09) Summary of Cornwall Council’s Report on Climate Emergency – Councillor King

Councillor King advised that he had hoped for more information to be available from Cornwall Council, but this is not likely to be forthcoming until the Localism Summit on the 6th November.

During discussion, Members raised the following:

- Cornwall Council’s Overview and Scrutiny Committee are meeting shortly to discuss the monitoring of Climate Change;
- The recent Cornwall Council All Member Briefing webcast discussing climate change should be available to view shortly;
- A Planning document on climate change is being drawn up to support the local plan;
- Helston Town Council are due to speak at the Localism Summit on the 6th November

CE/19/10) Climate and Environment Action Plan

During discussion, Members raised the following:

- Praise for the Helston Climate Action Plan;
- The need for guidance on carbon accounting methodology;
- The need to engage and educate the public on the importance of climate change;
- The need to create an action plan to benefit St Austell as a whole not just St Austell Town Council;
- The need to encourage the improvement of house insulation and energy efficiency;
- The need to consult the public to obtain their views to inform an Action Plan;
- The need for stakeholders and climate change specialists to sit on any working group created.

The Town Clerk added that the Town Council has very little resource and no budget for climate change at the present time and suggested that Members should look at the bigger issues in the first instance.

CE/19/11) Working Groups

It was agreed that a community engagement event should take place during the first week of November at St Austell Library, possibly in conjunction with an on-line survey.

It was **RESOLVED** that the Deputy Clerk should investigate a suitable date and time for a community engagement event at St Austell Library during the first week of November.

CE/19/12) Climate and Environment Committee - Budget

The Town Clerk advised that there is no budget for the Climate and Environment Committee at the present time and agreed to speak to Helston Town Council about their budgetary provision.

It was **RESOLVED** that the Town Clerk should speak to the Town Clerk at Helston to ascertain what their budgetary provision is for the Climate Change Agenda.

CE/19/13) Project Update

The Clerk outlined to Members the existing climate and environmental projects that the Town Council has carried out so far, including:

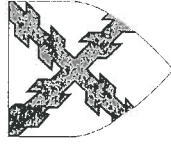
- Over 250 trees planted in the last 2-3 years
- Recently planted horse chestnut tree (endangered species)
- More pollinators and permanent plants introduced
- Sponsorship sought to help fund improved maintenance of flower beds
- Working with SABEF/GI4G to increase wildflower and tree planting
- Identified additional sites for wildflower planting
- Created a grass cutting strategy
- Reviewing weed spraying options
- Installed bird boxes and bee hotels
- Introduced wildlife corridors on roadside verges
- Wildlife and wildflower areas created at The Meadows, Linear Park and Sandy Hill Park
- Tender specification for Poltair Café includes environmental considerations
- Water butt installed at Lostwood gardens
- Installed re-cycled plastic benches and planters at various locations
- Exploring machinery for annual cutting/gathering/composting of wildflower cuttings
- Improving litter and waste management to encourage less littering and control plastic pollution

CE/19/14) Dates of Meetings

To be confirmed.

The meeting closed at 7.45pm.

St Austell Town Council



Climate Change Action Plan 2019 – 2021

Action	Responsible Officer/Committee	Deadline	Progress
Engage with GI4G to maximise improvements in biodiversity through "making space for nature"	Town Clerk/Operations Manager Community Committee	February 2020	Awaiting confirmation of project details from Cornwall Council. Presentation to the Community Committee on the 02.12.19 received.
First draft Open Spaces Strategy	Town Clerk/Operations Manager Community Committee	February 2020	Initiation document complete. Working groups set up.
Explore potential for a cycling facility at The Meadows	Community Officer Operations Manager Community Committee	February 2020	Funding stream identified.

Action	Responsible Officer/Committee	Deadline	Progress
Assist Community Groups to enter SWIB In Your Neighbourhoods	Deputy Town Clerk Community & Projects Officer Community Committee	February 2020	Community Committee agreement obtained to assist local community groups with the 2020 entries.
Establish a small grants scheme for community climate change initiatives or amend existing scheme.	Deputy Town Clerk Community Committee	March 2020	Report to 02.03.20 Community Committee
Implement new in-house waste management function.	Town Clerk Deputy Town Clerk Operations Manager Finance and General Purposes Committee	March 2020	Recruitment/procurement due to commence in January 2020.
Consider turning an allotment into a community garden	Community Projects Officer Community Committee	March 2020	Potential Town Council allotment identified. Report to 02.03.20 Community Committee.
Install re-cycling bins	Operations Manager Finance & General Purposes Committee	April 2020	Poltair Park/Poltair Park café identified as a suitable trial site.
Investigate and consider installing electric charging point(s) in Priory Car Park	Town Clerk Operations Manager Finance & General Purposes Committee	April 2020	Exploring with potential providers.

Action	Responsible Officer/Committee	Deadline	Progress
Develop a tree planting programme to be part of the Forest for Cornwall	Operations Manager Council	April 2020	Current tree canopy in St Austell being investigated.
Encourage the Town Heritage scheme to deliver a bottle refill facility at the church fountain	Town Clerk Community Committee	April 2020	Contract in the process of being let.
Enhancement of current wildflower areas	Operations Manager Community Committee	April 2020	In discussions with SABEF for implementation.
Installation of new wildflower areas	Operations Manager Community Committee	April 2020	In discussions with SABEF for implementation.
Implement improvements to Woodland Close Park (tree planting, wildflowers)	Operations Manager Community Committee	April 2020	Works due to commence February 2020.
Enter one or more parks in the South West in Bloom Pride in Parks competition	Operations Manager/Deputy Town Clerk/Community & Projects Officer Community Committee	May 2020	Operations Manager to determine which parks to enter in early summer.
Complete Pocket Parks schemes at Thornpark Road and Lostwood Gardens	Operations Manager Community & Projects Officer Community Committee	May 2020	Schemes progressing.

Action	Responsible Officer/Committee	Deadline	Progress
Consider how best to engage with the town's residents to raise awareness of climate change issues.	Town Clerk Community Committee	May 2020	2 x public engagement events 8.11.19 and 9.11.19. Community Network Panel discussing Climate Change at their meeting on 28.11.19. Awaiting feedback from Cornwall Council.
Investigate the potential to improve the cycle routes through St Austell and market an Eden to Heligan Cycle Route	Town Clerk Council	June 2020	Potential route and funding stream identified.
Assist the St Austell BID with SWIB BID entry	Operations Manager/Deputy Town Clerk/Community & Projects Officer Community Committee	June 2020	Annual programme of town centre bedding plant maintenance to assist the BID entry in situ.
Review Climate Change Action Plan	Town Clerk Deputy Town Clerk Operations Manager Climate & Environment Committee	June 2020	Draft Action Plan produced for consideration by Climate and Environment Committee
Develop response to greening/Garden Town Initiative	Town Clerk/Operations Manager Community Committee	July 2020	SABEF/GI4G funding approved. Awaiting project start dates from SABEF.

Action	Responsible Officer/Committee	Deadline	Progress
Consider suitable buildings for photovoltaic panels and explore viability	Town Clerk Finance and General Purposes Committee	July 2020	Priory Car Park Toilets identified. Suitability to be determined.
Identify and plan next major play park upgrade – Bethel Park. (tree planting, wildflowers and a sensory garden)	Community Officer Operations Manager Council	September 2020	Subject to obtaining grant funding and Member approval.
Commencement of Mount Charles roundabout improvements to include tree planting and wildflowers.	Operations Manager Community Committee	September 2020	Awaiting further contact from Cornwall Council/SABEF.
Review management and ownership of Gover Woods	Town Clerk Finance & General Purposes Committee	September 2020	Clerk and Operations Manager to visit site.
Explore the potential to purchase energy from renewable sources as existing contracts end for the library and Poltair Park.	Town Clerk Finance & General Purposes Committee	September 2020	Contract ends September 2022.
Consider ways to improve relations with neighbouring parishes and potential for joint working/contracting	Town Clerk/Deputy Clerk Climate and Environment Committee/Full Council	September 2020	Community Network Panel discussing Climate Change at their meeting on 28.11.19. Awaiting feedback and CGR outcome.

Action	Responsible Officer/Committee	Deadline	Progress
Explore alternatives to glyphosate-based weed treatment.	Operations Manager Community Committee	October 2020	Trial of foam system agreed for 2020 season.
Review composting arrangements and explore the potential to develop own compost.	Operations Manager Community Committee	October 2020	Orchard Car Park identified as a potential site to create formal composting bays.
Finalise Open Spaces Strategy	Town Clerk Council	December 2020	Grass cutting policy completed.
Review horticulture service/employ a horticultural apprentice dependent on workloads.	Town Clerk/Deputy Town clerk/ Operations Manager Council	December 2020 Potential implementation March 2021	Successful completion of a horticultural apprentice in June 2019.
Explore potential for energy from green waste.	Town Clerk/Operations Manager Climate & Environment Committee	December 2020	Awaiting viable option.
Explore carbon accounting for Town Council activities.	Town Clerk Climate & Environment Committee	December 2020	Awaiting guidance from Cornwall Council.
Assist with Climate Change arrangements for the St Austell wider area.	Town Clerk Deputy Town Clerk Climate and Environment Committee/Full Council	December 2020	Awaiting outcome of various Community Network discussions and funding bids from outside organisations.

Enter a park in the Green Flag award scheme.	Operations Manager Community & Projects Officer Community Committee	January 2021	Guidelines received.
Review role of Climate and Environment Committee	Town Clerk/Deputy Clerk Council	March 2021	Committee set up September 2019.
Explore the potential to purchase energy from renewable sources for Priory Toilets and town centre electric point.	Town Clerk Finance and General Purposes Committee	April 2021	Current Contracts/tariffs being reviewed.
Lobby Government and Cornwall Council to introduce subsidised retrofit programmes for housing in deprived areas	Town Clerk Council	Ongoing	
Lobby for improvements to public transport and more flexible hopper/community bus service	Town Clerk Council	Ongoing	

