

The Town Council advertised a virtual meeting (via social media) for Fore Street traders, the meeting was held on 09/06/2020.

The virtual meeting was attended by five Town Councillors, three Town Council Officers, representatives of eleven local traders, one Cornwall Council Officer.

Correspondence from one trader representing a number of traders was received and read out at the meeting.

Liaison between the Town Clerk, Cornwall Officer and Highways Officer took place 10/06/2020

A summary of the proposals/actions is identified below.

No.	Proposal	Who Action	Phase I (10/06/2020)	Phase II (24/06/2020)	Phase III (06/07/2020)	Cost (if known)
1	Parking should be free for the first hour in Tamar Street car park		Contact CC car parking for consideration			
2	One way system for shoppers in Fore Street		A4/A3 posters to be attached to posts/lamp posts 1. Keep left/map of Fore Street. 2. Observe social distancing/Gov guidelines.			
3	Crossing points to make it safer to cross instead of through parked cars (with one way system there will be more people crossing)		Having discussed with Highways Officer, this will be difficult to enforce. The public are likely to walk through the cars parked, regardless of any 'crossing points.'	Undertake review.		
4	Temporary speed reduction for Fore Street only		Apply for a Traffic Regulation Order to reduce the speed in Fore Street from 30MPH to 20MPH. Whilst this is underway, gain permission and place "Please Drive Slowly" signs on the Fore Street highway. (Minimum of 3 signs required.)			
5	Signage and hand sanitiser points		Covid19 'Keep your distance' signs to be placed along Fore Street (Minimum of 3 signs required.) Mobile hand sanitiser stations to be placed where pavement permits (outside three traders) and taken indoors when the shop closes. Responsibility for Town Council to replenish supplies.			
6	2m markings on the pavements		Having discussed with Highways Officer, most people are adhering to social distancing when queuing. The social distancing 'distance' may change in the future.	Undertake review.		
7	Shops to look to co-ordinate their own queuing outside (e.g. corner shops should go around the corner, instead of down the street)		Encourage queuing in the opposite direction - particularly at the Co-op and also at the Post Office (recognising the pavement length is shorter). Signs in shop windows.			
8	Consider temporary road closure of the 'unnamed' road between the Post Office/Sparrow Park. This road is currently one way and three car parking spaces would be lost. This would enable the Post Office queue to form on this pavement, instead of along Fore Street.		TC and Post Office to monitor how effective the proposals for queuing work and consider this proposal further if there is an issue.	Undertake review.		
9	Hearts Kitchen to use Sparrow Park for table/chairs and Kardkadia to discuss with Town Clerk using Library outside area		Hearts Kitchen to locate social distancing tables and chairs in Sparrow Park. TC to discuss opportunity for Kardkardia to locate social distancing tables and chairs in the Library outside area for the same.	Undertake review.		
	UPDATED - Hearts Kitchen have advised they will not be siting tables/chairs in Sparrow Park. This area can be utilised by anyone and is available to all whilst adhering to the Government social distancing guidelines					
	UPDATED - Library will site tables and chairs within the Library & Community Hub outside area for use by anyone whilst adhering to the Government social distancing guidelines		Library staff will operate cleaning rota of the tables and chairs.	Undertake review.		
Key						

