

TRURO CITY COUNCIL



*Town Clerk's Department
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27 May 2022

To: The Mayor (Cllr Webb)
Deputy Mayor (Cllr Swain)
Chairman and members of the
PARKS AND AMENITIES COMMITTEE

Dear Councillor

NOTICE IS HEREBY GIVEN that a meeting of the Parks and Amenities Committee will take place on **MONDAY 6 JUNE 2022 at 7.00 pm** in the **Large Community Room, Second Floor, Truro Community Library, Union Place, Truro TR1 1EP** for the transaction of the under mentioned business:

AGENDA

1. **APOLOGIES**
2. **DISCLOSURES OR DECLARATIONS OF INTEREST**
3. **OPEN SESSION FOR ELECTORS OF TRURO RELATING TO ITEMS ON THIS AGENDA - VERBAL QUESTIONS (5 minutes)**
4. **PUBLIC AND CONFIDENTIAL MINUTES OF THE PARKS AND AMENITIES COMMITTEE MEETING HELD ON 4 APRIL 2022 HAVING BEEN BEFORE COUNCIL ON 25 APRIL 2022**
5. **BOSCAWEN PARK AND THE SWANPOOL**
 - (i) **Dredging of Swanpool – Update** (Standing Item)
Parks, Amenities and Facilities Officer to report. Minute 490 refers.
 - (ii) **New Tennis Pavilion Project and Timeline**
Parks, Amenities and Facilities Officer to report. Minute 490 refers.
6. **DEVOLUTION UPDATE REPORT: ROSEDALE PLAYING FIELD AND ADJACENT WOODLAND**
Appendix A
Update report from local City Councillors Roden and Wells and Parks, Amenities and Facilities Officer.
7. **LAND AT COMPRIGNEY HILL**
Further to Minute 437, verbal update report by the Parks, Amenities and Facilities Officer at the meeting.

8. **LEATS SYSTEM**
Further to Minute 442, Parks, Amenities and Facilities Officer to provide a verbal update report at the meeting.
9. **UK SHARED PROSPERITY FUND** Appendix B to follow
To receive an outline document from the Town Clerk regarding fund guidance and consider items for inclusion in a bid for financial support. Parks, Amenities and Facilities Officer to present report.
10. **COUNTRYSIDE RANGER TEAM**
Following consideration of Item 9 above, Parks, Amenities and Facilities Officer to update the Committee at the meeting.
11. **VICTORIA GARDENS - APPLICATIONS FOR USE**
(i) To consider an application from Truro BID
From 18 November until 12 January 2023. Summary of proposed activities:
- a. Truro Bid qualified electrician to place large, illuminated lights one week before the 18 November 2022. Two gift boxes (one is a selfie photobooth), one North Pole sign, one letter box and two baubles. On Friday 18 November the Christmas lights will be switched on.
 - b. From 19 November every morning the lights will be switched on from 08:00 to 10:00 and 14:00 – 16:00 except for Wednesday when the lights will be switched on 14:00 - 20:00.
 - c. On Wednesdays 23 and 30 November and 7, 14 and 21 December the lights will be switched on 14:00 – 20:00
 - d. On Wednesday evenings appropriate musical entertainment will be arranged.
 - e. The proposed entrance will be at the bottom of the Leats and to the side by the steps/ Crown Court. The bottom entrance will be for disabled and wheels.
 - f. Pollen in the Park refreshment facility will be contacted to offer hot food/ drinks for sale for the five Wednesdays.
 - g. Jack's Frosty Stories will be performed in the bandstand by Coppice Theatre (professional theatre company) on three Saturdays 3, 10 and 17 December during the day when the gardens are open to the public. 11:00 – 12:00 noon, 13:00 – 14:00 and 15:00 – 16:00. Maximum 20 people per performance. Ticketed event. Public can meander around the gardens at the same time.
- Parks, Amenities and Facilities Officer to introduce.
- (ii) To consider an application from the Hall for Cornwall**
For a youth theatre and dance company show / performance early evening 17 July 2022 times TBC. Day time rehearsal 17 July times TBC. Rehearsal 16 July times TBC. A resolved decision is requested due to timescale.
Parks, Amenities and Facilities Officer to introduce.
12. **PUBLIC CONVENIENCES**
Update (standing item) Appendix C
To receive a report from the Compliance Officer. Minute 493 refers.
13. **IDLESS NURSERY - PROJECT AND TIMELINE UPDATE**
Parks, Amenities and Facilities Officer to report. Minute 494 refers.
14. **PARKS, AMENITIES AND FACILITIES OFFICER'S REPORT** Appendix D
Report from Parks, Amenities and Facilities Officer relating to any information for Members that does not require a recommendation.
15. **COMMITTEE WORK PLAN 2022 – 2025 (Standing Item)** Appendix E
To consider the updated Committee Work Plan in line with the Council's Medium Term Plan. Parks, Amenities and Facilities Officer to report.

16. **LETTERS OF APPRECIATION**

17. **CORRESPONDENCE**

18. **DATE OF PARKS TOUR AND INSPECTION - PARKS AND AMENITIES COMMITTEE**

Monday 5 July 2022

Members are requested to meet at 6.30pm in the car park area under the viaduct at Victoria Gardens. The Inspection will finish with an informal meeting at Truro Cricket Club Pavilion, Boscawen Park, Malpas Road, Truro.

19. **DATE OF NEXT MEETING – PARKS AND AMENITIES COMMITTEE**

Tuesday 5 July 2022

The agenda for the next Parks and Amenities Committee to be held on Tuesday 5 July 2022 will be prepared on Thursday 30 June 2022. In accordance with Minute 302 (03.12.12), should a member wish an item to be included on this agenda please inform the Town Clerk's office by Wednesday 29 June 2022 as no items other than those on the agenda can be considered at the meeting.



ROGER GAZZARD
TOWN CLERK

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Devolution Update Report: Rosedale Playing Field and Adjacent Woodland

Background

The City Council has previously considered the devolution and transfer of Land at Rosedale Park and adjacent woodland from Cornwall Council to Truro City Council.

The initial discussions arose from a request from the Rosedale Residents' Association and members of the public who had raised concerns about the quality and standard of the maintenance at the park and the play equipment. The residents' association also raised the issue of the adjoining woodland regarding its management and access by the public. In addition, the residents' association had proposed that there should be footbridge which would link Daubuz Moor to the Rosedale Park. The proposed footbridge would make it easier for residents and particularly children from the Forest school at St Mary's to undertake educational activities at the Moor. There were also concerns that residents and dog walkers were "fording" the river when there were lower levels of water, and this was causing damage to the riverbank, sensitive habitats and flora and fauna.

The residents' association with the assistance of the Community Development Officer have undertaken extensive consultation and met with the local "Friends" groups and residents to discuss the developments at Rosedale. They have also with the assistance of Councillor Wells agreed a management plan for the adjoining woodland.

This was previously reported to the Parks and Amenities Committee and agreement in principle was resolved by the Committee which included agreement on the building of a footbridge and management of the woodland (Minute 210, Parks & Amenities Committee meeting of 5 October 2020 refers).

Discussions were held with Cornwall Council officers, the divisional member and local residents. Cornwall Council was agreeable in principle to the devolution. It was confirmed that any transfer would have to be undertaken under the Cornwall Council devolution procedure and would involve a legal transfer of the land in question and would be subject to agreement and checks through a sign off process with a strategic director. The City Council has previously undertaken such transfers, but these have been long and protracted, as was the case at Coosebean cycleway.

Cornwall Council has only one dedicated officer dealing with Devolution transfers and there is a significant backlog. Requests for transfers are prioritised, normally through the community network panel link officers. At the time of the original discussions, it was not possible to obtain a definitive timeline and given the backlog it could have been several years before any progress could be made. As a result of this, the possibility of a transitional arrangement was explored. One option was for Cornwall Council to grant a licence ~~to~~ giving permission for the City Council to undertake works with the agreement of Cornwall Council and Cornwall Housing prior to the formal transfer. The alternative was that there could be a lease agreement. That would give more formal effect to the above and would have given more certainty on any liabilities which arose from the arrangement and would give surety to both parties.

Discussion and email exchanges took place between the City Council and Cornwall Council officers to agree the process and what steps each party would have to undertake. Unfortunately, the information at that time and the process required by Cornwall Council was extremely onerous and would have required a considerable amount of officer time. This would also have involved external legal support for the City Council at a potential significant cost. This extensive work would have been undertaken without any guarantee that the proposed lease would be acceptable to Cornwall Council. It was therefore

reluctantly concluded that a transitional arrangement was not feasible, and the City Council would have to await the devolution process and to effectively “join the queue”.

Update

The Community Development Officer was recently approached by a member of the public who is a resident at Rosedale. They enquired about the replacement of the play equipment at the Rosedale field, and they offered to fund raise for new equipment and also to submit grant applications for which they had some experience.

It was explained to the resident that the field including the play equipment was the responsibility of Cornwall Council and Cornwall Housing as the housing provider but that enquires would be made as to the process required.

A request for a meeting was made by the City Council through the Community Link Officer and a meeting was arranged which took place on Tuesday 26th April. Present at that meeting were Damien Richards Community Development Officer TCC, Richard Budge Parks and Amenities Officer TCC, Divisional member Councillor Chris Wells CC , F&GP Chairman Councillor Stuart Roden TCC. Stuart Wallace Open Spaces Officer CC, Alistair Spencer Outdoor Spaces Officer Cornwall Housing and Helen Nicholson Community Link Officer CC.

Two issues were discussed.

1.The first was the process by which local residents could raise money and funding to enhance play equipment in the ownership and control of Cornwall Council and Cornwall Housing.

- It was confirmed that Cornwall Housing is responsible for the maintenance of the grounds and play equipment on housing estates managed by them. Much of this work is subcontracted to Cormac. There is a very limited budget for the reprovision of play equipment and the priority is to maintain existing equipment and to ensure that it is safe and compliant with safety requirements.
- Cornwall Housing explained that they had worked with residents elsewhere to improve the quality and standard of play equipment. The main criteria is that any equipment must be to the standard required and specified by Cornwall Housing and their contractors and it must be installed by a professionally competent organisation with experience of installing and maintaining such equipment. Cornwall Housing would normally recommend Cormac to oversee such work. Cornwall Council would have no objection, as Cornwall Housing is engaged to manage these matters on its behalf. The Parks and Amenities Officer informed the Cornwall Council officers that the City Council had extensive experience of working with residents’ and friends’ groups, of installing play equipment at numerous sites around the city and would be willing to assist and advise residents.
- It is therefore the case that local residents’ and community associations can fund raise and obtain grant funding to replace play equipment and the only criteria is that the equipment must be to the standard specified by Cornwall Housing and the installation and planning must be by a qualified and experienced organisation with experience of planning and installing such schemes. There is no requirement to transfer land to the City Council or to have a licence. This would only require the residents within the specified area, with the assistance of the City Council officers to work with Cornwall Housing to ensure that equipment, materials and installation methods were complaint with the required standards.

2.The issue of the land transfer and devolution was also discussed to establish timescales and whether there had been any further developments since earlier discussions.

- Helen Nicholson was able to inform the group that she was now, in addition to her duties as a Community Link Officer, working with Scott Sharples CC on devolution matters.
- She has recently consulted within the Truro and Roseland Community Network Area as to what the priorities were in terms of devolution, and it appeared that there was a consensus that Roseland Park and adjacent Woodland was the priority. She produced a map which included the park, woodland and footpath along the riverbank joining to Oak Way and it was agreed that this was the area under consideration.
- A request for an indicative time scale on devolution was requested but this was still unclear. The reason for this was that although it was a priority for the Truro and Roseland Network, there were numerous other projects across Cornwall, and it wasn't possible to give an estimate at this time.
- There was then a discussion about the potential for a licence.
- The City Council representatives expressed their concerns about what previously had appeared to be a very onerous process. The Cornwall Council officers were able to give some positive reassurance in this respect. A licence would be reasonably straight forward in this instance—and could be agreed within a matter of weeks/months. If the City Council wished to pursue with the bridge between Rosedale and Daubuz Moor, then the City Council could submit planning applications and undertake the necessary consultations with the Environment Agency simultaneously with negotiating a licence.
- In principle, Cornwall Council and Cornwall Housing were supportive of this approach and from their point of view this would be pretty straightforward. The City Council would need to engage with independent legal advisors to effect the licence. This would result in an expense to the City Council. This would have, however, make matters more straightforward when the eventual devolution was agreed, as much of the work would already have been undertaken and would not result in duplication.

This was therefore a much more positive outcome than previously anticipated and provides for a way forward to expediate matters reasonably quickly.

The recommendations are therefore:

RECOMMENDED:

1. That the Community Development Officer notifies the local resident that work can begin on fund raising and grant applications to enhance and improve the play equipment at Rosedale Park subject to compliance with Cornwall Housing specifications.
2. That detailed plans are drawn up and consultations with statutory agencies are undertaken prior to a statutory planning application being submitted for a footbridge between Rosedale Park and Daubuz Moor.
3. That the Town Clerk and Parks and Amenities Officer are authorised to enter into discussions with Cornwall Council and Cornwall Housing with a view to reaching agreement on licence for the management of Rosedale Park, Woodland and River side path.
4. That full devolution of the area as defined is pursued at the earliest practical opportunity. "

Councillors Roden & Wells
& Parks, Facilities & Amenities Officer
26 May 2022

Report on Public Conveniences

Current Toilet Provision

All the toilets are currently in service in the Town and Parks.

Nuisance behaviour

There has been a spate of vandalism in the toilets on a Saturday between the day team visiting and the toilets being locked at night. All these instances were cleaned up and reported to the police.

Lemon Quay Litter Collection

From 1 June the contract for litter collection on Lemon Quay will no longer be through Biffa due to cost. In the short term the Toilet Team will empty the bins on the Quay first thing in the morning and litter picking when they do their afternoon check.

The Parks, Amenities and Facilities Officer and Compliance Officer are looking at different ways to fulfil the service in the longer term as we cannot meet the current service of multiple collections a day without impacting the toilet service provision.

Changing Places Project

The Survey has been opened to the public, additionally it has been sent to Young People Cornwall and the Truro Youth Council for feedback.

After a meeting with Callum at Newquay Town Council and Adrian Card Building Supervisor, we have found a solution to secure the new facility. We can install an access control system similar to the one we use in the Library Building. Access will be via a pin code or a card, both options are being evaluated.

RECOMMENDED:

That the report be noted.

Kate Bell
Compliance Officer
26 May 2022

Committee Work Plan 2022 – 2025

Parks and Amenities Department – High Level Project List

No.	Location	Project Detail Set out in Medium Term Plan - Parks	Person leading	To work with	Work Required	Deadline	Cost
1	Various	To support and maintain the Leats system and other monuments.	Parks, Amenities & Facilities Officer PAFO	Compliance Officer	Working with Mulberry Slip Eng Ltd who are drawing up plans for the sealing of the Leat & relocation of RAM chamber.	April 2022	No costing available.
2	Boscawen Park	Completion and occupation of the new tennis pavilion at Boscawen Park.	PAFO	Café Manager, Compliance Officer, Maintenance Team, TIC Manager	Ongoing. Demolition of old pavilion complete. Build started. 26-week build. Foundations installed. Aim to complete by end September 2022.	September 2022	£524K
3	Various	To maintain and increase the existing stock of Allotments	PAFO	Administrator Maintenance Team	Ongoing. Included in planned consultation work for Treffry Road.	March 2023	
4	Boscawen Park	To lead the Towns Deal grant funding bid for facilities in Boscawen Park.	PAFO	Town Clerk	Ongoing. Business case considered by Council 28.03.22.	2024/2025	
5	Leats & weir areas	Work with relevant responsible organisations to improve the river [supply], Leats and weir areas adjacent to Victoria and Waterfall Gardens, to an appropriate and proper standard of maintenance.	PAFO		Working with Mulberry Slip Eng Ltd who are drawing up plans for the sealing of the Leat &	2024	

Committee Work Plan 2022 – 2025

Parks and Amenities Department – High Level Project List

No.	Location	Project Detail Set out in Medium Term Plan - Parks	Person leading	To work with	Work Required	Deadline	Cost
					relocation of RAM chamber.		
6	Victoria Gardens & the Leats	As part of a potential future plan to relocate the RAM, to investigate bringing back use of the water feature under the bridge in Victoria Gardens.	PAFO	Mulberry Slip Eng. Ltd & Lions Club	Working with Mulberry Slip Eng. who are drawing up plans relocation of RAM chamber. All water features to be upgraded. Ward Williams Associates employed to take on all FVGs projects.	2025	Water features work to be funded by Lions Club.
7	St George's Road Hendra	Seek to understand the maintenance and repair responsibilities for the skate park prior to undertaking a four-year plan with the aim of maintaining the skate park to a sustainable and acceptable standard.	PAFO	Community Development Officer CDO	Following report of results of public consultation by CDO to P&AC 04.04.22. Meeting of relevant officer to initiate project.	December 2022	
8	Kenwyn & Tremorvah Playing Fields	To improve the facilities available for football teams playing at the Kenwyn Hill and Tremorvah playing fields, including exploring grant opportunities.	PAFO	Local football clubs CDO	Meeting of relevant officers to initiate project.	December 2024	
9	Various	To develop community gardens in Truro	PAFO	Parks Manager Maintenance Team Administrator	Acquisition of land under negotiation.	Ongoing	

Committee Work Plan 2022 – 2025

Parks and Amenities Department – High Level Project List

No.	Location	Project Detail Set out in Medium Term Plan - Parks	Person leading	To work with	Work Required	Deadline	Cost
9	-	To work on the Parks Development Plan for the next 2, 5, and 10 years. To include: Boscawen Park Developments & Victoria Gardens Improvement Scheme	PAFO	Parks Manager Maintenance Team Administrator Compliance Officer Head Gardener (Victoria Gardens)	Regular update reports to P&AC. Standing item on P&AC agendas.	Dec 2022 plan	
10	Idless	Completion of Idless Nursery	PAFO	Maintenance Team Administrator Parks Manager Craig Bradwell Peter Kessell	Ongoing. Work to skin poly tunnels & install irrigation due to be done July. WW Associates (working on glasshouses, heating & chemical store).	August 2022	
11	All Council sites	To continue to develop and implement zero carbon policies.	PAFO	Town Clerk Administrator	Ongoing. Zero Carbon Working Group (ZCWG) due to report to P&AC & Council in July 2022. Awaiting outcome of ZCWG work.	Ongoing	

Committee Work Plan 2022 – 2025

Parks and Amenities Department – High Level Project List

No.	Location	Project Detail Set out in Medium Term Plan - Parks	Person leading	To work with	Work Required	Deadline	Cost
12	Treffry Road	To develop and implement a development plan for the land at Treffry Road	PAFO	Treffry Road Residents' Association	Public consultation on proposals to be carried out.	December 2022	Section 106 funding will be available
13	Various	Pursue negotiations to a conclusion with Cornwall Council 1. With a view to acquiring the Rosedale field and woodland (including play equipment). 2. Regarding the condition and maintenance of the neighbouring footpath and the riverbank. [and 3. Bridge over river.]	PAFO	Rosedale Community Association CDO	Awaiting land transfer / negotiation of licence to use land with Cornwall Council.	December 2022	£7,500 Section 106 funding allocated but price TBC.
14	Newbridge Lane	Liaise with the community local to the Newbridge Lane playing field about ideas for future improvements.	PAFO	CDO	Meeting of relevant officers to initiate project.	December 2022	
15	Various	To actively pursue with Cornwall Council the licensing or transfer of responsibility for the future maintenance of Cornwall Housing green space and communal areas to improve the health and wellbeing of the local community.	PAFO	Town Clerk	Meeting of relevant officers to initiate project.	December 2023	

Committee Work Plan 2022 – 2025

Parks & Amenities Department – Projects Calendar	
2022	2023
To support and maintain the Leats system and other monuments.	To maintain and increase the existing stock of Allotments
Completion and occupation of the new tennis pavilion at Boscawen Park.	To actively pursue with Cornwall Council the licensing or transfer of responsibility for the future maintenance of Cornwall Housing green space and communal areas to improve the health and wellbeing of the local community.
Seek to understand the maintenance and repair responsibilities for the skate park prior to undertaking a four-year plan with the aim of maintaining the skate park to a sustainable and acceptable standard.	
Completion of Idless Nursery	
To develop and implement a development plan for the land at Treffry Road	
Pursue negotiations to a conclusion with Cornwall Council 1. With a view to acquiring the Rosedale field and woodland (including play equipment). 2. Regarding the condition and maintenance of the neighbouring footpath and the riverbank	
Liaise with the community local to the Newbridge Lane playing field about ideas for future improvements.	
2024	2025
Work with relevant responsible organisations to improve the river, Leats and weir areas adjacent to Victoria and Waterfall Gardens, to an appropriate and proper standard of maintenance.	As part of a potential future plan to relocate the RAM, to investigate bringing back use of the water feature under the bridge in Victoria Gardens.
To improve the facilities available for football teams playing at the Kenwyn Hill and Tremorvah playing fields, including exploring grant opportunities.	

Parks, Amenities and Facilities Officer's Report:

Use / Events Permits Issued – Summary

Since the last Committee meeting permits have been issued for the following:

- Youth football club teams – Football training at Boscawen Park and Tremorvah Playing Field on various days and times.
- Boscawen Park Performance Area – Open Air Christian Act of Worship 3.45-5pm 22 5, 26 06 and 24 07 22. Permission granted (Minute 435 refers).
- BBC Studios Productions Ltd 03 04 22 Permission granted to film Truro Tree Champion and community trees Redannick Park 13 05 22.
- Yoga Group – various sessions on X4 Sunday mornings June – September at Victoria Gardens.
- A 'Big Garden Party' event is being arranged to celebrate the Queens Platinum Jubilee hosted by and in conjunction with the City Council at Victoria Gardens on 5 June. Due to timescales the Town Clerk has been requested to make an urgent decision following consultation with the Mayor and Chairman of the Parks and Amenities Committee. The decision will be report back to Members in due course.

Parks Department Staffing

Two key members of staff, the Town Centre Supervisor and Parks Manager, have / are leaving the Council's employment. The decision has been taken to manage these posts' responsibilities in-house during the summer. A revised management structure will be developed in the autumn following consultation with staff for implementation in 2023 and the Committee will be updated in the autumn.

Tremorvah Playing Field

The Saturn carousel equipment has been removed and the council's contractor has been contracted to install spring animals and replace worn-out safety surfacing around other play equipment.

Truro City Council: Garden and Allotment Competition 2022

Following the removal of national Covid-19 restrictions this regular competition will be running as usual this year. The deadline for entries is 24 June and judging will take place on Friday 1 July. Entry forms are available from the Parks Office, Truro Community Library, Truro Tourist Information Office and available on-line.

Weed Control

The Council's contracted weed removal company has been instructed for the first of three exercises which now include areas of Beechwood Parc and Treffry Road.

RECOMMENDED:

That the report be noted.

Richard Budge
Parks, Amenities and Facilities Officer's Report:
27 May 2022