

TRURO CITY COUNCIL



Town Clerk's Department
Municipal Buildings
Boscawen Street
Truro TR1 2NE
Tel: (01872) 274766
www.truro.gov.uk
e-mail: info@truro.gov.uk

3 July 2025

To: The Mayor (Honorary Freeman Wells)
Deputy Mayor (Councillor Loic Rich)
Chairman and members of the
PARKS AND AMENITIES COMMITTEE:
Councillors Douglas-Martin, Eathorne-Gibbons, Green, La Borde, Mepham, Rabey,
Southcombe, Tann, Tucker,
and Chairman of Finance and General Purposes Committee Councillor Webb
and all other Members of **TRURO CITY COUNCIL** *for information*

Dear Councillor,

NOTICE IS HEREBY GIVEN that a meeting of the Parks and Amenities Committee will take place on **TUESDAY 8 JULY 2025 at 7.00 pm** in the **Large Meeting Room, Second Floor, Truro Community Library, Union Place, Truro TR1 1EP** for the transaction of the under mentioned business:

AGENDA

Press and Public are invited to attend. Meetings are held in public and could be filmed or recorded by broadcasters, the media or members of the public.

Before the meeting the Chairman will read out the Fire Procedures

- *In the event of a fire:*
- *Do not attempt to use the lift. This will not operate during a fire alarm.*
- *There is a refuge for those people unable to use the stairs is designated between the fire doors on the landing. Staff will guide people to this area and then make the Fire Brigade aware of people waiting in this area to be evacuated.*
- *Staff will check rooms and help any people on this floor.*
- *Exits are available via the main staircase and also on the second floor via Adult Education and on the first floor through the Finance Office at the end of the corridor and down the fire escape. Follow the signs.*

1 COUNCILLORS IN ATTENDANCE AND APOLOGIES

To **note** apologies.

2 DECLARATIONS OF INTEREST

3 OPEN SESSION FOR ELECTORS OF TRURO RELATING TO ITEMS ON THIS AGENDA - VERBAL QUESTIONS (5 Minutes)

4 MINUTES (*APPENDIX A*) Page 4

To **resolve** to approve and sign the Minutes of the Parks and Amenities Committee Meeting held on 17 June 2025.

- 5 **CORRESPONDENCE**
None.
- 6 **INFORMAL TOUR, INSPECTION AND MEETING MONDAY 7 JULY 2025**
Report on the tour and inspection. *(APPENDIX B to follow)*
- 7 **HEALTH AND SAFETY AT WORK – PARKS AND AMENITIES DEPARTMENT**

Regular item normally considered at February and July Committee meetings.
- i. Training of Staff – Parks and Amenities Officer to report.
 - ii. Parks and Amenities Department – Report of any Recent Accidents – Parks & Amenities Officer to report. *(APPENDIX C) Page 11*
 - iii. Shop Steward - Ben Minns, Unite Representative and Unite Health and Safety Representative - Unite Representative to report.
- 8 **ENCHANTED TRAIL - UPDATE**
To provide an update on discussions regarding the Enchanted Trail including draft memorandum of understanding. Verbal report.
- 9 **ALLOTMENT AGREEMENT AND ORGANIC GARDENING *(APPENDIX D)* Page 14**
Recommendation to Full Council to adopt the revised Allotment Plot Tenancy Agreement.
- 10 **PLAY EQUIPMENT – UPDATE ON REPLACEMENT OF OLD EQUIPMENT AND FUNDING**
To **resolve** to allocate the £17,500 CIL receipts towards the costs of installing replacement play/exercise equipment at Tremorvah Playing Field. *(APPENDIX E) Page 40*
- 11 **DRAINAGE AT BEECHWOOD PARC/ TINNEY DRIVE *(APPENDIX F)* Page 42**
To **recommend to Council** that Cornwall Council's Highways Department is given "in principle" approval to install a soakaway drain on land owned by Truro City Council at the top of Tinney Drive.
- 12 **MACHINERY REPLACEMENT PROGRAMME**
To update the Committee on replacement vehicles. Verbal report.
- 13 **TRURO CITY COUNCIL SURPLUS PLANT SALE 15 JULY 2025**
To resolve that a plant sale be held 09:00 – 15:00.
- 14 **END OF YEAR PLANT SALE 4 OCTOBER 2025**
To resolve a cause to allocate the monies made.
- 15 **WORKING GROUP AND SUB-COMMITTEE**
Truro Nature Recovery Forum
a. To **note** minutes of the Forum meeting held on 24 June 2025. *(APPENDIX G) Page 54*
- 16 **STANDING ITEMS**
- a. Boscawen Park - Dredging of Swanpool – Update
This item is included in the Towns Deal grant funding bid for facilities in Boscawen Park.
 - b. Towns Fund Deal Boscawen Park Sports Hub Project and Pitch Improvement Works Update
 - c. Swing Bridge Project Update
Parks and Amenities Officer to report.

- 17 **INFORMATION ITEMS**
Parks and Amenities Officer's Report (*APPENDIX H*) Page 57
- 18 **DATE OF NEXT MEETING**
8 September 2025
- 19 **ITEMS FOR FUTURE MEETINGS**
Kenwyn Hill Playing Field Sublease Report, Parks Department Service Plan, Padel Tennis report and final pond policy, future strategy for plantings, initial condition survey of Leats system.



DAVID RODDA MBE

TOWN CLERK

TRURO CITY COUNCIL



CITY OF TRURO
Town Clerk

Town Clerk's Department
Municipal Buildings
Boscawen Street
Truro TR1 2NE
Tel. (01872) 274766
www.truro.gov.uk
email: info@truro.gov.uk

MINUTES OF THE MEETING OF THE PARKS AND AMENITIES COMMITTEE HELD ON TUESDAY 17 JUNE 2025 AT 7.00 PM IN THE LARGE COMMUNITY ROOM, TOP FLOOR, TRURO COMMUNITY LIBRARY, PYDAR STREET, TRURO

- PRESENT:** Councillors La Borde (Chairman), Douglas-Martin, Eathorne-Gibbons, Green, Mephram, Rabey, Rich (Deputy Mayor), Southcombe, Tann, Honorary Freeman Wells (Mayor), and Stokes (Vice-Chairman of the Finance and General Purposes Committee).
- APOLOGIES:** None.
- ABSENT:** Councillor Tucker,
- ALSO IN ATTENDANCE:** Richard Budge, Parks and Amenities Officer, David Rodda, Town Clerk and Cheryl Simpson, Committee Clerk

Prior to the meeting, the Committee stood for a minute's silence as a mark of respect for former Mayor and Councillor Mrs Doris Ansari, who had served both Truro City Council and the former Carrick District and Cornwall County Councils who had recently passed away.

1. **COUNCILLORS IN ATTENDANCE AND APOLOGIES**
There were no apologies for absence. PK/25/262
 2. **DECLARATIONS OF INTEREST**
None. PK/25/263
 3. **OPEN SESSION FOR ELECTORS OF TRURO RELATING TO ITEMS ON THIS AGENDA - VERBAL QUESTIONS**
None. PK/25/264
 4. **MINUTES**
It was proposed by Councillor Rabey, seconded by Councillor Eathorne-Gibbons, and
RESOLVED that the minutes of the Parks and Amenities Committee Meeting held on 19 May 2025 were a correct record and signed. **PK/25/265**
- [At 19:07 Councillor Green entered the meeting room.]
5. **TERMS OF REFERENCE**
It was proposed by Councillor Southcombe, seconded by Councillor Rabey, and
RECOMMENDED TO COUNCIL that the Terms of Reference for the Parks and Amenities Committee be adopted. **PK/25/266**
 6. **CORRESPONDENCE**
 - a. **Copy of letter from Kenwyn Parish Council to Cornwall Council Public Rights of Way Team dated 13 May 2025** PK/25/267
Noted.

b. Letter dated 1 June from Truro Primary Care Network and Neighbourhood Team seeking to use the old changing room facilities at Boscawen Park for community wellbeing purposes and the setup of Truro Wellness Hub

The Town Clerk reported that there was already a well-being hub behind the Dracaena Centre in Falmouth which targeted people with early-stage physical and mental health symptoms and offered such services as counselling and social prescribing outside of a medical facility. It was planned to replicate such a service at Boscawen Park re-purposing the four old changing rooms. Capital costs would be covered by the local GP Surgeries. At this stage a steer was requested from the Council which did not require any commitment.

A number of points were raised including;

- a. The suitability of the location being away from the City Centre was queried but the Town Clerk reported the situation in green and blue space was preferred by the project leader. The need for a traffic plan was emphasised, particularly in light of the developing bridge project, The Town Clerk noted that payment for taxis and Beryl bike vouchers might be provided for clients by the health service. He acknowledged that while parking was currently difficult this should improve once the car parking order was in operation. Under cover bicycle parking was also suggested. The Town Clerk noted that the small carpark by Truro Cricket Club may be extended in the future.
- b. The Town Clerk noted that referrals would be made by the health service. It was suggested that clients should be able to self-refer also.
- c. It was clarified that the proposed scheme covered the four changing rooms which would no longer be required following the construction of the new Sports Hub facility; the hockey pavilion was to be demolished.
- d. The Town Clerk explained that there could be a minimum ten-year peppercorn rent lease with a five-year break clause and the building would revert back to the Council if the lease ended. The health service would cover the capital and running costs; the Council might need to pay for half the cost of replacing the flat roof which was nearing its end of life as this also covered the Parks Depot Staff facilities,
- e. The issue of safeguarding in respect of Boscawen Park which was very popular with children and families was also raised

It was proposed by the Chairman, seconded by Councillor Eathorne-Gibbons, and

PK/25/268

RESOLVED that the Town Clerk continues to investigate the potential use of the old changing rooms for community well-being purposes and the set-up of Truro Wellness Hub by Truro Primary Care Network and Neighbourhood Team including the points raised concerning a travel plan, capital and revenue costs, safeguarding and self-referrals and management of referrals.

7. APPLICATION FOR USE

It was noted that due to timescales the event on 25 May had been approved by the Parks and Amenities Officer under his delegated powers.

PK/25/269

It was proposed by Councillor Rich, seconded by Councillor Rabey, and

RESOLVED that Truro Evangelical Church be granted permission to hold open air Christian Services at the performance area, Boscawen Park on 22 June, 27 July and 7 September 2025 15:00 – 15:45 (set-up 14:45 – 15:00, pack down 15:45 – 16:00).

8. USE OF BOSCAWEN PARK FOR LANDING HELICOPTERS

A permanent restriction on helicopters landing on Boscawen Park was sought. The Parks and Amenities Officer explained that following a tragic accident at Derriford Hospital in which a member of the public died, the number of helicopters landing had increased from three to four per year to sometimes seven over a weekend.

The helicopters were landing on the field and even the cricket wicket leaving large ruts caused by the weight of the helicopter and the ambulance meeting the helicopter. Damage to the field included compression of the topsoil and damaged clay drainage pipes which could potentially cause accidents to field users; it also created significant extra work to repair by the Parks Team as well as disruption to sporting fixtures.

He had assisted the coastguard helicopter team in investigating alternative landing spots at Newbridge Lane, Newham Quay, New County Hall and Truro Airfield, but to date no suitable alternative had been identified. Proximity to housing was a limiting factor. An alternative location was to land in Falmouth followed by land transport to Truro. Coastguard helicopters were estimated to be between fourteen and sixteen tonnes in weight; however, it was noted that smaller helicopters (e.g. air ambulance helicopters) were considerably lighter at around 3.5 tonnes.

It was proposed by Councillor Rabey, seconded by the Chairman, and **RESOLVED** that

- (i) no helicopters can land at Boscawen Park from the start of the drainage works and construction works for the new Sports Hub building with the exception of air ambulances due to safety concerns, and
- (ii) helicopter management organisations be suggested to contact Kenwyn Parish Council for alternative landing facilities in the future closer to the hospital.
- (iii) Once the building and drainage work has been completed no large helicopters would be permitted to land on Boscawen Park due to the damage they cause except for the air ambulance if required by users of the park.

PK/25/270

9. THE LEATS SYSTEM

The Parks and Amenities Officer explained that water for the Leats system was extracted from the river at Carvedras. Originally there was a floodgate blocking the river that was manually operated by the Parks team. Following historic flooding in the 1980s and 1990s it was then replaced by an automated system by the Environment Agency. This system was then removed in the early 2000s and the Environment Agency installed a gravity fed system via a pipe running from the depth testing station to a bubble pool located in the Leats below Victoria Gardens. The water in the Leats supplied the water for the City Centre streets, and RAM pump supplying the fishpond at Victoria Gardens. The pump used to pump 10K gallons of water to the top of the fishpond at Victoria Gardens and this would then recirculate back through the water features and back into the Leat. The RAM operated by the weight of water which then pushed the weight of the

water in the vacuum up hill. So for every 10K gallons it pumped up it expelled 10K gallons back into the River Kenwyn. The pump ceased about eight/nine years ago due to noise and vibration affecting nearby domestic properties after various mitigation measures failed. This was due to the basements of residential properties being transformed into living accommodation.

In the past the Friends of Victoria Gardens had considered a potential project to relocate the RAM from its present location to the grassed area where the bubble pool is located. Alternatively, a secondary pipe was installed by the previous Parks and Amenities Officer, Mr Russell Holden, allowing an electric pump to be used but this proved to be prohibitively expensive to operate on a long-term basis. Currently silt and gravel was blocking the inlet pipe, made worse by fine silt washed down by the recent A30 improvement works. He was currently in contact with Mr Darren Haplin of the Environment Agency regarding unblocking the pipe.

Any water not used by the RAM then runs down the Leat, under the road at Castle Hill, then continues along the Leats where it goes underground at Edwards Street. The water continues on and branches off via a sandbag to supply Pydar Street and goes under the carpark and shops and comes out outside of Boot the Chemist. That water continues on down the Leat and around the Cathedral and then drops underground and returns to the River Allen.

In the Leat where it branches off to Pydar Street it continues on to Coombe Lane where once again a sandbag diverts the water, and any excess continues on and runs back into the River Kenwyn in Victoria Square. The water which goes down Coombe Lane goes underground beside the Body Shop and continues down High Cross and comes out at Kings Street and down through Pearsons Ope which supplies the Leat outside of Mountain Warehouse shop and returns to the river at Quay Street outside the deli shop. There it returns to the River Allen. From Pearsons Ope the water continues down to Cathedral Lane, then goes down to Boscawen Street where it meets a tumble chamber which fills up with water to give enough pressure to push the water across the other side of Boscawen Street underground where it meets a chamber split three ways outside Lloyds Bank. One route of water heads down to Nat West Bank in St Nicholas Street and then returns to the River Kenwyn in Victoria Square. Another route heads across Lower Lemon Street where it heads down past the Municipal Buildings and then goes underground under the Poundland building and returns to Lemon Quay.

Truro City Council is responsible for the Leats from the bubble pool to Castle Street. Cornwall Council is responsible for the Leats system in the City Centre as it also acts as a street drainage system. The Leats system was constructed to act as a street cleansing system for washing down the streets of litter and horse manure but also evidence can be found in Kings Street and Lower Lemon Street of metal eyes set into the granite setts where horses used to be tied up while people went about their business in the City Centre and also acted as a drinking opportunity for horses.

Interruptions to water flow could be caused by rubbish and also by damage caused (e.g. by lorries and buses) to the physical structure of the Leats by driving on the granite Leat setts. The Parks team staff check on a weekly basis the two entrapment points which are located between Castle Street

and Edward Street. Sometimes rubbish gets in the Leat system beyond this point and can block the system such as tin cans and bottles.

At a number of places, the Leats leak into the river Kenwyn which could cause a breach to the pathway and is the City Council's responsibility to fix.; The Leat was last sealed around 2003 by T J Brent who are no longer in business. Cornwall Council was responsible for the footpath. Mr Hocking of Mulberry Slip Engineering undertook some investigative work to seal the leaks.

In terms of refurbishment the Parks and Amenities Officer suggested the blockage required unblocking by the Environment Agency; the catchment table also required raising. Then the City Council could consider repairing the leaks and the potential breach to the river wall. A further step might be to relocate the RAM pump into Victoria Gardens. Signage explaining the purpose of the Leats was also suggested.

The Town Clerk suggested an initial condition survey which listed what organisation was responsible for each area should be drawn up in the first instance. This could also estimate what the repairs would cost for each area so that this can be considered in future budget-setting processes. There was currently a budget for professional fees should this be required and an allocation of capital funding for the Leats in the 2026/27 budget estimate.

It was proposed by the Chairman, seconded by Councillor Tann, and **RECOMMENDED TO COUNCIL** that the Town Clerk/Parks and Amenities Officer conduct an initial condition survey of the Leats System to establish potential refurbishment costs and report back to the Parks and Amenities Committee at a future meeting.

PK/25/271

10. DISCUSSION ITEM – ORGANIC GARDENING ON THE COUNCIL'S ALLOTMENT SITES

Initially the Committee began to consider encouraging an organic approach to allotment gardening and a potential amendment to the allotment tenancy agreement to encourage the use of these practices on these sites. However, discussion moved on to the definition of 'vermin', the use of rodenticide and the role of the City Council in providing education and guidance to allotment holders.

The Committee decided to bring back the allotment agreement to a future meeting to discuss how best to include vermin control and the encouragement of organic gardening methods.

PK/25/272

11. WORKING GROUP AND SUB-COMMITTEE Truro Nature Recovery Forum

a. It was proposed by Councillor Southcombe, seconded by Councillor Douglas-Martin, and **RESOLVED** that the Terms of Reference for the Truro Nature Recovery Forum be approved.

PK/24/273

b. The minutes of the Truro Nature Recovery Forum meeting held on 29 May 2025 were **noted**.

PK/25/274

12. STANDING ITEMS

a. **Boscawen Park Dredging of Swanpool Update**

The Parks and Amenities Officer reported that an initial test of a sample of materials from the pond, revealed trace levels of what would be classified as hazardous waste. This sample was thought to be contaminated by material from the old rubbish dump on which Boscawen Park was built. A second sample was commissioned and found to be inert although it contained a high level of organic matter (i.e. leaf litter). Investigations on whether existing waste exemption licenses would permit the dredgings to be spread on the Council's new cemetery fields or on Lord Falmouth's land (subject to agreement and a charge) adjacent to the pond were underway with the alternative option being disposal at a licensed land fill. One company had reviewed the site and, in light of the site and scale of the project (eg the unknown depth of the pond) had offered day rate for extraction of the silt with work starting at the silt trap and working down the pond until the allocated budget ran out. There was a tight deadline for works which if missed would require works to be undertaken in 2026. The report was noted.

PK/25/275

b. Towns Fund Deal Board, Boscawen Park Sports Hub Project Update

The Town Clerk reported three companies had been shortlisted for the ground drainage project and the Procurement Panel would meet on 20 June to recommend a contractor to undertake the works. The recommendation would be considered by Council at its meeting on 30 June. The work was expected to take two/three months, and the sports fields would be out of action for one football season.

It was reported by the Town Clerk that Fox Construction had been commissioned to build the new sports hub, and officers were currently going through the design with a corresponding reduction in price. Council approval would be sought at its meeting on 30 June with the aim of beginning work by the end of July and finishing by the end of April 2026.

The Parks and Amenities Officer had assisted local football teams in identifying alternative football pitches during the works, but he'd been unable to find an alternative 11v11 pitch.

The Town Clerk noted the project budget was currently about £5.300K and an appropriate communication strategy would also be announced in due course. The report was noted.

PK/25/276

c. Swing Bridge Project Update.

The Town Clerk reported the Towns Deal Board had met the previous week and the design for the bridge was being reviewed to incorporate a swing bridge. This change may necessitate the submission of a different planning application. On behalf of the Committee the Chairman thanked Councillor Rich for his hard work on this project. The report was noted.

PK/25/277

13. INFORMATION ITEMS

a. Parks and Amenities Officer's Report

The Parks and Amenities Officer reported on a comments (both negative and positive) log which had just been established, and which would be reported to the Committee with his regular report. He noted that there were several negative comments about the

length of grass reflecting that the grass-cutting team were one member of staff down due to long-term sickness and the grass growing quickly during these warm humid conditions.

In addition, the Parks and Amenities Officer advised that a draft memorandum of understanding had been drafted together with the Council's Solicitor for the management of the Enchanted Trail. He agreed to circulate the draft agreement to the Committee for comment prior to reporting back to the next Committee meeting.

The report was **noted**.

PK/25/278

14. DATE OF NEXT MEETING

- Monday 7 July 2025 tour and inspection of Parks and Gardens meeting at 6.15pm under the viaduct at Victoria Gardens for a 6.30pm start.
- Tuesday 8 July 2025 Parks and Amenities Committee meeting starting at 7pm.

PK/25/279

15. ITEMS FOR FUTURE MEETINGS

The items were noted: Pond Policy, Kenwyn Hill Playing Field Sublease Report, Parks Department Service Plan, Padel tennis report, a list of potential areas of land for devolution from Cornwall Council, allotment agreement and rats and organic gardening, memorandum of understanding for the management of the Enchanted Trail, Coosebean.

PK/24/280

The meeting closed at 21:15.

CHAIRMAN

Health & Safety Incident Report

Last 90 Days - 6th June 2025



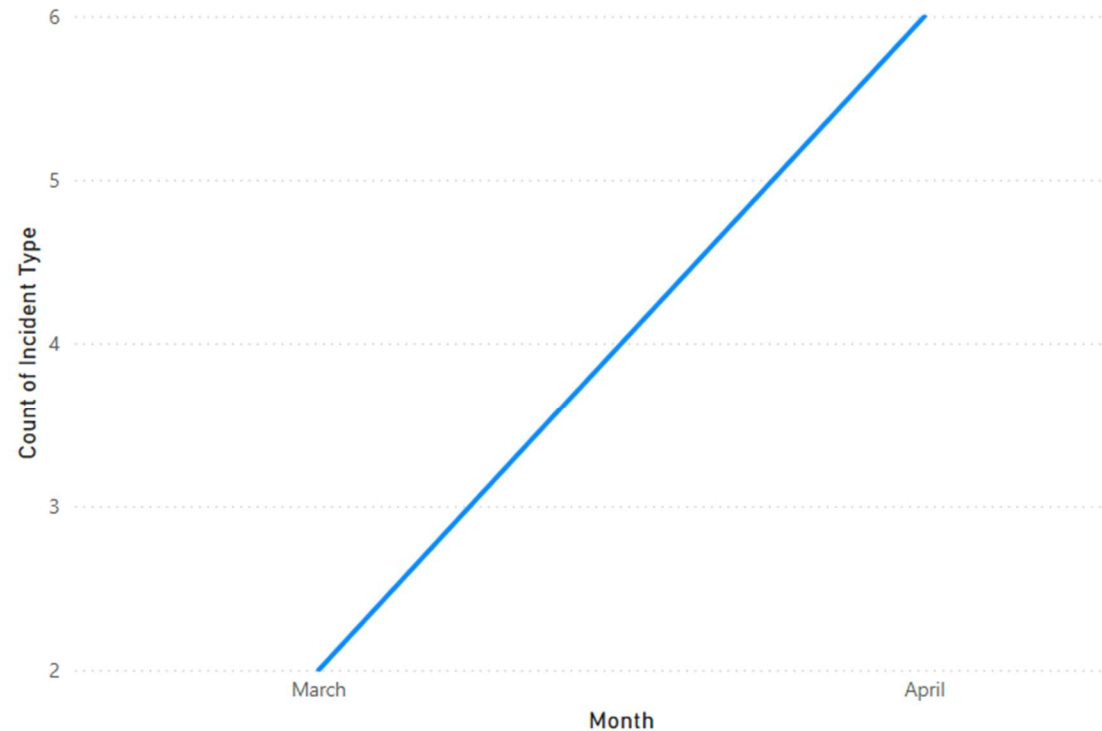
Incident Summary - Last 90 Days

Incident Type	Count
Accident	5
Near Miss	3
Total	8

Incident Category	Count
Exposure to Harmful Substance	1
Fall from Height	1
Slip, Trip or Fall	4
Struck by a Moving Object	2
Total	8

Primary Root Cause	Count
Process/Procedure, Management/Planning	1
Process/Procedure	2
People, Process/Procedure	1
People	2
Management/Planning	1
Environment	1
Total	8

Count of Incident Type by Month



Health & Safety Incident Report

Last 90 Days - 6th June 2025



Reporting of Injuries, Diseases and Dangerous Occurrences Regulations - RIDDOR

RIDDOR, the Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 2013, is the UK law that requires employers and others in control of work premises to report and keep records of certain serious workplace accidents, occupational diseases, and specified dangerous occurrences.

Incident Type	Location	RIDDOR?	Describe what happened?	Incident Category	Root Cause	Outcome Notes
Near Miss	Zebs	Yes	<p>Myself and Holly were in Zebs yesterday and the boiler wasn't working, then we could smell gas. we turned off the gas from valve outside and opened windows and called our plumber.</p> <p>He came yesterday evening and has said that the flue has been removed. He has said that it's really dangerous and shouldn't have been touched by anyone that isn't qualified to do gas, and that really this should be reported to Riddor because of the seriousness of it, he said it needs to be investigated as it was very dangerous and someone could have died as a result of it.</p> <p>He has isolated our boiler and turned off the supply to it so it's safe for now.</p> <p>He took a couple pictures, see attached. He has said that flue pipe is now too short and will need replacing but the wall doesn't look like it is finished yet, the foam around the pipe looks like the builders have done it (look at photo of the wall), as he doesn't use expanding foam (he put the boiler in)</p> <p>Myself and Holly have spoken with one of the builders this morning, who have stated that they didn't realise it was a problem as their was still pipe in the wall, but the plumber says the flue acts like an exhaust, so it wouldn't have been taking out the carbon monoxide/gas effectively. so it's a bit worrying that they haven't realised the issue of removing it.</p>	Exposure to Harmful Substance	People, Process/Procedure	A RIDDOR was logged with the HSE. TCC RFQ scope was reviewed to incorporate services investigations.

Health & Safety Incident Report

Last 90 Days - 6th June 2025



Incident Reports - Last 90 Days

Year	Month	Day	Incident Type	Injured or at risk Person	Outcome	Outcome Notes	RIDDOR?	Where did the Incident Happen?	Status
2025	April	4	Near Miss	Employee, Member of the Public, Tenant		A RIDDOR was logged with the HSE. TCC RFQ scope was reviewed to incorporate services investigations.	Yes	Zebs	Closed
2025	March	11	Accident	Employee	Returned to Work	Medical certification was sought before return to work	No	Off-Site	Closed
2025	March	20	Near Miss	Employee, Member of the Public	Returned to Work	Ordered and completed a drone survey for the Library. Roof damage is minimal so the risk is low. Will budget for roof repairs and chimney capping next financial year.	No	Truro Library	Closed
2025	April	4	Accident	Employee	Returned to Work	Reported on paper and not through the new portal. Incident closed.	No	Off-Site	Investigating
2025	April	17	Accident	Employee	Returned to Work	Legacy Report - Outcome unknown	No	Idless Nurseries	Closed
2025	April	22	Near Miss	Contractor, Tenant	Returned to Work	Contractors were ordered to stop works until the correct equipment was provided.	No	Zebs	Closed
2025	April	25	Accident	Employee	Returned to Work	The gravel has also been swept off the steep path and Mathew will keep his eye on the area in the future. Suggestions that staff shouldn't be parking at Victoria Gardens but using the staff car park at Hendra instead.	No	Victoria Gardens	Closed
2025	April	8	Accident	Member of the Public	Went Home	Replaced the old Chicken wire with heavy duty mesh	No	Daubez Moor	Closed

Report to:	Parks and Amenities Committee	
Date:	9 July 2025	
Title:	Revised Allotment Plat Tenancy Agreement	
Authors, Roles and Contact Details:	Richard Budge Parks and Amenities Officer richard@truro.gov.uk Ext 226	
Approval and clearance obtained from chair of committee:	N/A	
Urgency Procedure(s) used? If yes include rationale.	N/A	

Recommendation to Full Council to adopt the revised Allotment Plot Tenancy Agreement.

1 Executive Summary

- 1.1 A new allotment tenancy agreement was considered at the Committee meeting held on 7 April and agreed by Council at its meeting on 28 April 2025.

2 Purpose of Report and key information

- 2.1 At the Committee meeting held on 17 June Members decided to bring back the allotment agreement to a future meeting to discuss how best to include vermin control and the encouragement of organic gardening methods. The role of the City Council in providing education and guidance to allotment holders was also highlighted.
- 2.2 Attached to the report is a copy of a revised agreement with a new paragraph inserted at 10.2: *The Tenant shall keep use of pesticides and insecticides to an absolute minimum and must ensure that wildlife, adjoining plots, hedges, trees and crops are not adversely affected if used.*
- 2.3 Paragraph 10.3 Has been amended with the replacement of “vermin” with “rats”.
- 2.4 Furthermore guidelines to discourage rats at allotment sites has been added at Appendix 1 to the draft revised tenancy agreement followed by guidance on the use of pesticides at Appendix 2.

3 Benefits for Customers/Residents

- 3.1 The draft revised allotment agreement provides additional encouragement to garden organically and offers practical guidance on the discouragement of rats and the use of pesticides.

4 Relevant Previous Decisions

- 4.1 Parks and Amenities Committee Minute PK/24/1489.
- 4.2 Council Minute 24/1573.
- 4.3 Parks and Amenities Committee Minute PK/25/272

5 Consultation and Engagement

- 5.1 The Chairman suggested the addition of the new paragraph at 10.2. The two appendices follow good practice at other local authorities.

6 Financial Implications of the proposed course of action/decision

If agreed by the Committee and adopted by Council, the new agreement would be notified to allotment holders.

7 Legal/Governance Implications of the proposed course of action/decision

- 7.1 Tenants will be given 12 months' notice of the change if tenancy agreement.

8 Risk Implications of the proposed course of action/decision

- 8.1 The revised agreement mitigates most of the common risks experienced in the administration of allotments. Any matters not covered by the revised agreement would be referred to the relevant service manager, the Parks and Amenities Officer.

9 Options available

- 9.1 **Do nothing** – The current allotment tenancy agreement has been drafted in consultation with the National Allotment Society.
- 9.2 **Other options** – The Committee could choose not to update the tenancy agreement.
- 9.3 **Chosen option** – It is suggested that the Committee recommend to Council adoption of the revised allotment tenancy agreement.

10 Supporting Information (Appendices)

- 10.1 Revised allotment tenancy agreement

11 Approval and clearance

All reports:

Final report sign offs	This report has been cleared by (or mark not required if appropriate)	Date
Town Clerk (Required for all reports)	Yes	03.07.25
Deputy Town Clerk (Finance and HR) (Required for all reports)		

CITY OF TRURO

THE ALLOTMENTS ACTS, 1908 TO 1950

RULES AS TO ALLOTMENT GARDENS

Made by the Parish Council the City of Truro with respect to allotment gardens for the said CITY OF TRURO

Interpretation

1. Throughout these Rules the expression "the City Council" means the Parish Council of the City of Truro and includes any Committee of the Council or any Allotment Managers appointed by the Council under the Allotments Acts 1908 to 1950; the expression "the City" means the Parish of the City of Truro in the County of Cornwall; and the expression "Town Clerk" means the Town Clerk of the said City.

Definition of the Persons Eligible to be Tenants of The Allotment Gardens

2. Any man or woman, who at the time of application to the City Council for an allotment garden, is resident in the City shall be eligible to become a tenant for an allotment garden subject to the statutory provision that one person shall not hold allotments acquired under the above mentioned Acts exceeding five acres.

Division of the Land into Allotment Gardens

3. The City Council, before giving notice of their intention to let any land for allotment gardens, shall divide the land, and shall cause a plan to be prepared showing each allotment garden, and distinguishing it by a separate number.

Notice to be given for the Letting of the Allotment Gardens

4. The City Council shall give public notice by bills or placards posted in some conspicuous places in the City or otherwise exhibited therein, setting forth the particulars as to any allotment gardens which they propose to let.

Such notice shall specify the allotment gardens to be let, the rent to be paid for the same, the name and address of the City Official to whom applications for the hiring of an allotment garden are to be sent, and the last day for receiving applications.

If any special conditions is to apply to the allotment gardens, or any of them, the notice shall specify such condition or state where copies of the Form of Agreement for letting of such allotment gardens may be seen.

Rules as to the Letting of the Allotment Gardens, and for Preventing any Undue Preference in the Letting Thereof

5. The City Council shall not let any allotment garden unless and until such notice that they propose to let the same has been duly given in pursuance of the Rule in that behalf at least two weeks before the last day for receiving an application for such allotment garden.

In letting an allotment garden for which there are two or more applicants eligible to become tenants and likely to keep the allotment garden in a proper state of cultivation, preference shall be given to an applicant who does not hold an allotment garden or agricultural land, but, subject to such preference, allotment garden shall be let to the applicant whose name appears first on the list in the City Council's register. A quitting tenant of land shall for the purposes of this Rule to treated as not holding the land.

Agreements for Letting Allotment Gardens

6. An agreement to let an allotment garden to an applicant may be signed by the Town Clerk on behalf of the City Council.

General Conditions under which the Allotment Gardens are to be Cultivated

7. The tenant of an allotment garden shall comply with the following conditions: -

- (1) He/she shall keep the allotment clean and in a good state of cultivation and fertility and in good condition, and shall keep any pathway included therein or abutting thereon, or in the case of any pathway abutting two or more allotments, the half width thereof free from weeds;
- (2) He/she shall not cause any nuisance or annoyance to any other allotment garden, or obstruct any path set out by the City Council for the use of the occupiers of the allotment gardens;
- (3) He/she shall not underlet, assign, or part with the possession of the allotment garden or any part of it;
- (4) He/she shall not, with the written consent of the City Council, cut or prune any timber or other trees, or take, sell, or carry away any mineral, gravel, sand or clay;
- (5) He/she shall keep every hedge that forms part of his allotment garden properly cut and trimmed, keep all ditches properly cleansed, and maintain and keep in repair any other fences and any gates on the allotment garden;
- (6) He/she shall not, without the written consent of the City Council, erect any building on the allotment garden, provided that consent shall not be refused under this sub-paragraph to the erection of any building or type approved by the City Council. In applying for consent, particulars of the size, materials proposed to be used and the position of the building should be furnished;
- (7) He/she shall not use barbed wire for a fence adjoining any path set out by the City Council for the use of the occupiers of the allotment gardens;
- (8) He/she shall not allow any decaying matter to remain on the allotment garden in such a way as to cause a nuisance or annoyance, or deposit any matter in the hedges, ditches, or dykes situate in the allotment field of which the allotment garden forms part, or in adjoining land;
- (9) He/she shall, as regards the allotment garden, observe and perform all conditions and covenants contained in the lease (if any) under which the City Council hold the land;
- (10) He/she shall not keep any livestock;
- (11) He/she shall not bring or cause to be brought into any allotment field which is laid out as allotment gardens, any dog, unless such dog is held on leash;
- (12) He/she shall observe and perform any other special conditions which the City Council consider necessary to preserve the allotment garden from deterioration, and of which notice to applicants for the allotment garden is given in accordance with these Rules.

Payment of Rent

8. The rent of an allotment garden shall, unless otherwise agreed in writing, be paid annually on the 30th day of September.

Power to Inspect Allotment Gardens

9. Any member or Officer of the City Council shall be entitled at any time when authorised by the City Council to enter and inspect any allotment garden.

Termination of a Tenancy of an Allotment Garden

10. The tenancy of an allotment garden shall terminate on the yearly rent day next after the death of the tenant, and shall also terminate whenever the tenancy or right of occupation of the City Council terminates.

It may also be terminated by the City Council by re-entry after one month's notice;

- (1) if the rent is in arrears for not less than 40 days; or
- (2) if the tenant is not duly observing the Rules affecting the allotment garden, or any other term or condition of his tenancy, or if the tenant becomes bankrupt or compounds with his creditors; or
- (3) if the tenant has received three tidy up letters in any three year period

The tenancy may also be terminated by the City Council or tenant by twelve month's notice in writing expiring on or before the sixth day of April or on or after the twenty-ninth day of September in any year.

Exemption of Certain Lettings from these Rules

11. These Rules shall not apply to any land let to an Association or to any allotment garden with the City Council, under special circumstances, to be recorded in their minutes, may exempt from these Rules, but shall apply except as aforesaid, to an allotment garden though held under a tenancy made before these Rules come into operation, but not so as to affect any rights to compensation for an improvement executed before these Rules come into operation.

Service of Notice

12. Any notice may be served on a tenant either personally or by leaving it at his last known place of abode, or by letter addressed to him there by registered post or the recorded delivery service, or by fixing the same in some conspicuous manner on the allotment garden.

Repeal of Conditions previously in Force

13. From and after the date of confirmation of these Rules, the conditions with respect to the letting of Allotments made by the City Council prior to such date shall cease to have effect.

THIS AGREEMENT is made the.....day of.....

BETWEEN

(1) (name)

of (address)

("the City Council") and

(2) (name)

of (address)

("the Tenant")

NOW IT IS AGREED as follows

THE ALLOTMENTS ACTS 1908 TO 1950

1. Interpretation

- 1.1. Words referring to one gender will be read as referring to any other gender and words referring to the singular will be read as referring to the plural and vice versa.
- 1.2. Where the Tenant is more than one person the obligations and liabilities will be joint and several obligations and liabilities of those persons.
- 1.3. The clause headings do not form part of this Agreement and will not be taken into account in its interpretation.

1.4. Throughout these Rules the expression "the City Council" means the Parish Council of the City of Truro and includes any Committee of the Council or any Allotment Managers appointed by the Council under the Allotments Acts 1908 to 1950; the expression "the City" means the Parish of the City of Truro in the County of Cornwall; and the expression "Town Clerk" means the Town Clerk of the said City.

2. Definition of the Persons Eligible to be Tenants of The Allotment Gardens

2.1 Any person, who at the time of application to the City Council for an allotment garden, is resident in the City shall be eligible to become a tenant for an allotment garden subject to the statutory provision that one person shall not hold allotments acquired under the above mentioned Acts exceeding five acres.

3. Allotment

3.1 The Council agrees to let and the Tenant agrees to take all that piece of land situate at _____ ("the Allotment Site") numbered _____ on the City Council's allotment plan and containing approximately _____ square metres ("the Allotment Garden").

4. Tenancy and Rent

4.1 The Allotment Garden shall be held on a yearly tenancy from Truro City Council _____ at an annual rent of £ _____ which is payable to the City Council by the Tenant on the Thirtieth _____ of April _____ each year ("the Rent Day").

4.2 12 months' notice of any rent increase will be given by the Council to the Tenant in April _____ of the preceding year to take effect the following year.

4.3 Water supply shall be included in the rental charge, subject to availability and the City Council encourages fresh water harvesting, where possible.

4.4 Where additional amenities are provided on the Allotment Site these will be taken into account when setting the following year's rent.

5. Rates and Taxes

5.1 The City Council will pay all rates and taxes.

6. Cultivation and Use

6.1 The Tenant shall use the plot as an allotment garden only as defined by the Allotments Act 1922 (that is to say wholly or mainly for the production of vegetable, fruit and flower crops for consumption or enjoyment by the Tenant and their family) and for no other purpose and keep it free of hazards, e.g. broken glass or scrap metal etc., free from weeds and noxious plants, and in a good state of cultivation and fertility and in good condition.

6.2 The Tenant may not carry on any trade or business from the Allotment Site. (A small amount of surplus produce may be sold as ancillary to the provision of crops for the family.)

6.3 A new Tenant shall have at least $\frac{1}{4}$ of the Allotment Garden under cultivation of crops after 3 months. This is discretionary on the condition of the plot at the time of the tenancy agreement and time of year the plot it is let. At least $\frac{3}{4}$ of the Allotment Garden shall be under cultivation of crops after 12 months and thereafter.

6.4 The maximum amount of the Allotment Garden allowed to be hard landscaped e.g. patio, internal paths etc is 20%.

7. Prohibition on Under letting

7.1 The Tenant shall not underlet, assign or part with possession of the Allotment Garden or any part thereof. (This shall not prohibit another person, authorised

by the Tenant, from cultivation of the plot for short periods of time when the Tenant is incapacitated by illness, accident or prolonged holiday, the City Council's Parks and Amenities Officer to be informed of the other person's name.)

8. Conduct

- 8.1 The Tenant must at all times during the tenancy observe and comply fully with all enactments, statutory instruments, local, parochial or other byelaws, orders or regulations affecting the Allotment Site.
- 8.2 The Tenant must comply with the conditions of use attached as Schedule 1.
- 8.3 The Tenant must not cause, permit or suffer any nuisance or annoyance to any other plot holder or neighbouring resident of the Allotment Site and must conduct himself appropriately at all times.
- 8.4 The Allotment Garden may not be used for any illegal or immoral purposes and the Tenant must observe all relevant legislation or codes of practice relating to activities they carry out on the Allotment Garden.
- 8.5 The Tenant shall not enter onto any other plot at any time without the express permission of the relevant plot holder.
- 8.6 Any person who accompanies the Tenant to cultivate or harvest may not at any time enter onto another plot without the express permission of the relevant plot holder. The Tenant is responsible for the actions of children and others entering the Allotment Site with his permission.
- 8.7 The Tenant must not remove produce from any other plot without the express permission of the relevant plot holder.

8.8 Tenants use the allotment garden at their own personal risk and the City Council is not liable for any personal injury sustained whilst using the allotment garden.

8.9 The Tenant is responsible for ensuring that any person present in the Allotment Garden with or without the Tenant's permission does not suffer personal injury or damage to property.

8.10 The Tenant will permit an inspection of the Allotment Garden at all times by the City Council's employees or agents.

8.11 The Tenant will NOT obstruct or permit the obstruction of any of the paths or roads which provide a means of access to and from the Allotment Garden or the Allotment Garden of another tenant.

9. Lease Terms

9.1 The Tenant must observe and perform all conditions and covenants that apply to the Allotment Site contained in any lease under which the City Council hold the Allotment Site.

10. Termination of Tenancy

10.1 The tenancy of the Allotment Garden shall terminate:

10.1.1 automatically on the Rent Day next after the death of the Tenant, or

10.1.2 by either the Council or the Tenant giving to the other at least twelve months' notice in writing expiring on or before 31 April, or

10.1.3 by re-entry by the Council after 3 months' previous notice in writing to the Tenant on account of the Allotment Garden being required:

10.1.3.1 for building, mining, or any other industrial purpose or for roads or sewers necessary in connection with any of those purposes, or

10.1.3.2 for any purpose (not being the use of the Allotment Garden for agriculture) for which it was acquired by the City Council, or has been appropriated under any statutory provision, or

10.1.4 by re-entry if the rent is in arrears for not less than 40 days, or

10.1.5 by re-entry if the Tenant is not duly observing the conditions of this tenancy, or

10.1.6 by re-entry if the Tenant becomes bankrupt or compounds with his creditors, or

10.1.7 by the Council giving the Tenant at least one months' notice in writing if, not less than 3 months after the commencement of this Agreement, it appears to the Council that the Tenant is resident more than one mile out of the parish.

10.2 Tenants have 10 days to remove their belongings (gardening tools, shed, greenhouse etc unless otherwise agreed by the City Council) and any crops from the plot.

10.3 The City Council will not reimburse for crops or possessions that remain on the plot after the tenancy has ended, or for any improvements made to the plot.

11. In the event of the termination of the tenancy the Tenant shall return to the City Council any property (keys, etc.) made available to him during the Tenancy and shall leave the plot in a clean and tidy condition. If in the opinion of the City Council the plot has not been left in a satisfactory condition, any work carried out by the City Council to return the plot to a satisfactory condition shall be charged to the Tenant (section 4 Allotments Act 1950).

12. Change of Address

- 12.1 The Tenant must immediately inform the City Council of any change of address or contact details (e.g. telephone number or email address)

13. Notices

- 13.1 Any notice given under this agreement must be in writing and to ensure safe receipt should be delivered by hand or sent by registered post or recorded delivery. A notice may be sent by email if a confirmatory copy is delivered by hand or sent by registered post or recorded delivery on the same day.
- 13.2 Any notice served on the Tenant should be delivered at or sent to their last known home address. Any address served on the City Council should be sent to the address given in this agreement or any address specified in a notice given by the City Council to the Tenant.
- 13.3 A notice sent by registered post or recorded delivery is to be treated as having been served on the third working day after posting whether it is received or not.
- 13.4A notice sent by email is to be treated as served on the day on which it is sent or the next working day where the email is sent after 1600 hours or on a non-working day, whether it is received or not, unless the confirmatory copy is returned to the sender undelivered.

14. Repeal of Conditions previously in Force

- 14.1 From and after the date of confirmation of these conditions, the conditions with respect to the letting of Allotments made by the City Council prior to such date shall cease to have effect.

Executed by the Council by

David Rodda MBE, Town Clerk

In the presence of

Signed by the Tenant

Allotment Holder

In the presence of

SCHEDULE 1

Conditions of Use

1. Trees

1.1. The Tenant shall not without the written consent of the City Council cut or prune any trees, apart from carrying out the recognised pruning practices of fruit trees.

1.2. The Tenant shall not plant any trees other than dwarf fruiting trees and / or fruiting bushes without the prior consent of the Council. Fruit trees must be kept at a manageable height and not cause shading on neighbouring plots.

2. Hedges and Paths

2.1. The Tenant shall keep every hedge that forms part of the boundary of his Allotment Garden properly cut and trimmed, including mowing, weeding and keeping them free from obstructions. all pathways between plots trimmed and well maintained up to the nearest half width by each adjoining tenant, keep all ditches properly cleansed and maintained and keep in repair any other fences and any other gates or sheds on his Allotment Garden.

2.2. The tenant shall maintain every hedge, tree or shrub that forms part of the allotment plot on a regular basis.

2.3. The Tenant shall not use any barbed or razor wire (or similar) for a fence adjoining any path on the Allotment Site.

2.4. Public paths and haulage ways (roads) must be kept clear at all times.

2.5. All paths must be kept a minimum of 45 centimetres wide.

3. Security and Behaviour

3.1. The Tenant shall be issued with a key /code to access the Barrack Lane and Nancemere Allotment Sites either by car or on foot. No replicas are to be made. No codes or keys shall be passed to anyone other than the person authorised by the Tenant to work on his Allotment Garden under paragraph 9 of the Agreement.

- 3.2. The key /code is to be used by the Tenant only or by an authorised person under paragraph 5 of the Agreement.
- 3.3. The main access gate shall be closed and locked at all times at Barrack Lane and Nancemere Allotment Sites. Please ensure that the gate is locked at all times after you enter and after you leave the Barrack Lane or Nancemere Allotment Sites.
- 3.4. The City Council has the right to refuse admittance to any person other than the tenant or member of their family.
- 3.5. In the unfortunate cases of vandalism or thieving on the allotments, the City Council cannot be liable.
- 3.6. The tenant shall not cause a nuisance to other tenants.
- 3.7. Any dispute between yourself and another allotment holder shall be referred to the City Council whose decision on the matter will be final.

4. Inspection

- 4.1. Any Officer of the City Council shall be entitled at any time when authorised by the City Council to enter allotment gardens for inspection of the state of cultivation and general condition of the plot, sheds, greenhouses and polytunnels and full access must be given by the Tenant.
- 4.2. Where inspections or investigations identify that a Tenant is in breach of their agreement, the following enforcement procedure will apply:
 - 4.2.1 Tidy-Up letters – Tenants who fail to comply with their tenancy agreement will be contacted to request that they address issues of non-compliance and sent a tidy-up letter. Tenants who fail to respond to the first tidy-up letter will be issued with a second tidy-up letter. Tenants who fail to respond to a second tidy-up letter will be issued with a third tidy-up letter. Following the Best Value Allotment Review, allotment holders are permitted to receive three tidy up letters in any three-year period.

4.2.2 Notice to Quit – Tenants who fail to comply with their tenancy agreement after a third tidy-up letter will be given notice to quit their plot.

4.2.3 Eviction - Tenants who fail to respond to a notice to quit or vacate their plot will be evicted. In the event of a serious breach of the tenancy agreement, the City Council reserves the right to serve immediate notice to quit without progression through the three letter stages of the procedure.

4.3 A Termination Letter will be sent to the Tenant stating the reasons why the tenancy has been terminated and that they have 10 days to remove their belongings (gardening tools, shed, greenhouse etc unless otherwise agreed by the City Council) and any crops from the plot.

4.4 Enforcement Procedures can be stopped at any time providing the breach of tenancy is remedied.

4.5 Tenants who wish to quit their Allotment Garden must give one month's notice in writing to the City Council. Tenants must not give notice to other tenants. Tenants must not offer their plot to any other tenant. Plots are allocated by the City Council only. No refunds will be given for rent paid. Tenants will then have 10 days from the date of their notice to remove their belongings (gardening tools, shed, greenhouse etc (unless otherwise agreed by the City Council) and any crops from the plot. Anything left after 10 days may be transferred to the new Tenant or removed by City Council.

4.6 Tenants should leave their allotment in the condition that they would hope it to be left in when taking on an allotment.

5. Green Waste, Water, Hoses and Fires

5.1. Tenants shall compost all green waste on their plot in self-built or ready-made containers.

5.2. All refuse emanating from allotment cultivation that is not compostable must be disposed of offsite.

5.3. The allotment plot must be kept clean and tidy, which means that the plot must be kept free of rubbish, sheet plastic and old carpet, plastic bags, plant pots and other such containers that are no longer being used on the allotment.

- 5.4. The Tenant must not deposit or allow other persons to deposit on the Allotment Garden any refuse or decaying matter (except manure and compost in such quantities as may be reasonably required for use in cultivation).
- 5.5. The Tenant shall practice sensible water harvesting / conservation, utilise covered water butts on sheds and other buildings and consider mulching as a water conservation practice.
- 5.6. The Tenant shall have consideration at all times for other Tenants when extracting water from water points.
- 5.7. Fires are allowed for the burning of materials from the Allotment Garden only i.e. diseased plants and dried-out organic material that will burn without smoke or hazardous residue, between the hours of 15.00 and 19.00 and 15.00 and dusk in winter. All fires must be attended at all times and not cause a nuisance to neighbouring residents or other plot holders. All fires must be fully extinguished before leaving the site. The Tenant shall not bring or allow to be brought on to the Allotment Site any materials for the purpose of burning such waste. Contact Cornwall Fire and Rescue Service first if you are planning a bonfire.

6. Dogs

- 6.1. The Tenant shall not bring or cause to be brought onto the Allotment Site a dog unless it is held at all times on a leash and remains on the Tenant's Allotment Garden only. Any faeces to be removed and disposed of off-site by the Tenant.

7. Livestock

The Tenant shall not keep any animals or livestock on the Allotment Garden.

8. Buildings and Structures

- 8.1. The Tenant shall not, without the written consent of the City Council, erect any building, glasshouse or tunnel or pond on the Allotment Gardens, provided that consent shall not be refused under this clause or be unreasonably withheld for the erection of a garden shed, greenhouse or polytunnel the maximum size and positioning of which shall be determined by the Council. In applying for consent, particulars of the size and materials proposed to be used, and the position of the building should be furnished. The Tenant may also require permission from the relevant planning authority.
- 8.2. No building, garden shed, or greenhouse shall be erected at Redannick Allotment Garden.

- 8.3. The Tenant shall keep all sheds, greenhouses, polytunnels and other structures in good repair to the satisfaction of the Council and that they do not interfere with neighbouring plot Tenants.
- 8.4. Keep structures/sheds in a tidy state so that it is possible to see if there is evidence of rodent activity, to enable effective baiting to be carried out and to avoid rodent nesting activity.
- 8.5. To help prevent rodents from entering structures/sheds, please make sure any holes/cracks are filled (even small ones) and place brush strips along the bottom of external doors or rodent mesh along the bottom of structures /sheds.
- 8.6. All sheds, greenhouses, polytunnels and other structures should be clearly numbered by the Tenant.
- 8.7. If the Tenant is granted permission for a greenhouse or shed, a system of guttering must be placed on a greenhouse roof or shed roof so as to collect rainwater in one or more water butts.
- 8.8. The City Council can order the removal of any structure that has not been approved or is not well maintained.
- 8.9. The Tenant must remove from the Allotment Garden any broken or vandalised items such as glass from greenhouses and cold frames.
- 8.10. Oil, fuel, lubricants or other inflammable liquids shall not be stored in any shed except in an approved container with a maximum capacity of 5 litres for use with garden equipment only.
- 8.11. The Tenant must be aware that anything that is placed on the allotment is not covered against theft, vandalism or storm damage The City Council will not be held responsible for loss by accident, fire, theft or damage from any Allotment Garden.

9. General

- 9.1. The Tenant shall not deposit or allow other persons to deposit on the Allotment Garden any rubbish, refuse or any decaying matter (except manure and compost in such quantities as may reasonably be required for use in cultivation) or place any matter in the hedges, ditches or dykes in or surrounding the Allotment Site.

- 9.2. The Tenant must cover any manure on the Allotment Garden which has not been dug in.
- 9.3. All non-compostable waste shall be removed from the Allotment Site by the Tenant.
- 9.4. The Tenant shall not utilise carpets or underlay on the Allotment Garden.
- 9.5. The Tenant shall keep the allotment clean and in a good state of cultivation and fertility and in good condition.

10. Environment, Chemicals, Pests, Diseases and Vermin

- 10.1. The Tenant is to use their best endeavours to garden organically and encourage biodiversity.
- 10.2. *The Tenant shall keep use of pesticides and insecticides to an absolute minimum and must ensure that wildlife, adjoining plots, hedges, trees and crops are not adversely affected if used.*
- 10.3. The Tenant must respect wildlife (except **rats** which do not have legal protection in the UK) that inhabits the allotment and not to harm any species in any manner that is in violation to the Wildlife & Countryside Act 1981.
- 10.4. When using any sprays or fertilisers the Tenant must:
- 10.4.1. take all reasonable care to ensure that adjoining hedges, trees and crops are not adversely affected and must make good or replant as necessary should any damage occur, and
- 10.4.2. so far as possible select and use chemicals, whether for spraying, seed dressing or for any other purpose whatsoever, that will cause the least harm to members of the public, game birds and other wildlife, other than vermin or pests, and
- 10.4.3. comply at all times with current regulations on the use of such sprays and fertiliser.
- 10.5. The use and storage of chemicals must be in compliance with the Control of Pesticides Regulation Act (amended 1997).

10.6. Any incidence of vermin (rats) on the Allotment Site must be reported to the City Council.

11. Notices

11.1. The Tenant will maintain the plot number provided by the Council in good order and ensure it is visible at all times.

11.2. The Tenant shall not erect any notice or advertisement on the Allotment Site without prior consent of the City Council.

12. Car Parking

12.1. Only the Tenant or persons acting for them shall be permitted to bring cars onto the Barrack Lane and Nancemere allotment sites and they must be parked in the designated areas for parking shown on the allotment plan and not obstruct the haulage ways at any time.

13. Special Conditions

13.1 The Tenant shall observe and perform any other special conditions which the City Council consider necessary to preserve the allotment garden from deterioration, and of which notice to Tenants is given in accordance with these Conditions.

14. Tenancy Review and Amendments

14.1 The City Council reserves the right to review and amend if necessary the forgoing rules and regulations at any time.

15. Data Protection

15.1 Personal data collected within this Tenancy Agreement will only be used by the City Council for the purpose of administering the allotment gardens. We will not give out this information to any third parties and your information will only be kept whilst you are a current tenant. More information about how your data is used can be found on our website: www.truro.gov.uk (Policies/Information)

Delete as applicable, any deletions to be initialled by both the City Council and the Tenant

Date adopted:

Date to be reviewed:

Appendix 1

Guidelines to discourage rats at allotment sites

Discouraging rats at an allotment site is everybody's responsibility. Please follow this advice to help prevent them making your plot their home:

1. Turn the contents of your compost bin regularly (at least twice per year). This disturbs any rats that have taken up residence.
2. Plastic compost bins should be given a small gauge wire mesh lining at the base or can be placed on paving slabs to prevent rats from burrowing in underneath.
3. Regularly check your compost bin to ensure it is not a peaceful place for rats to sleep.
4. Do not use your compost bin to dispose of household waste. Never put meat, dairy, bones, cooked foods or other inappropriate items in your compost bin. This will attract rats and make your bin smell.
5. Harvest ripe fruit and vegetables promptly and take them home to enjoy (they are a food source for rats).
6. Do not leave discarded fruit and vegetables on the ground, as these are a source of food for rats and other pests.
7. Keep your plot tidy and ensure that allotment gardens do not become overgrown or allow rubbish to build up e.g. timber, old carpet, stockpiled materials etc. Built up rubbish etc. provides cover for rats to live under (harbourage).
8. Fruit and vegetables with signs of rat damage should be destroyed. Rats carry risk of Weil's disease, Salmonella and Leptospirosis among other things and they urinate wherever they go.
9. Sheds must be made rat-proof i.e. holes should be blocked and regular checks should be made to ensure that rats are not living underneath sheds or taking up residence in your greenhouse.
10. Consider storing seeds, bulbs etc. in rodent proof containers.

Maintaining a compost heap in good condition is the responsibility of the tenant and not to do so may put the tenant in breach of the tenancy agreement and this could ultimately lead to termination of the tenancy agreement.

If having followed these guidelines, you become aware that there is still a rat problem on your plot, please contact parks@truro.gov.uk who will arrange for a site visit to be carried out to assess the problem and determine an appropriate course of action.

Appendix 2

Use of Pesticides - what are the problems?

Pesticides are primarily chemical substances prepared or used to destroy harmful pests. By their very nature pesticides pose a potential hazard to the user, others in the area during and after use, and can have a bad effect on the environment if used incorrectly.

The actual risk can be reduced by the careful choice of pesticide, the time and methods of use, weather conditions and the knowledge of the person using the pesticide.

Chemical pesticides should only be used as a last resort and include:

- weedkillers (herbicides).
- agents to kill fungal growth (fungicides).
- insect killers (insecticides).
- rodent (rat) bait (rodenticides).
- soil treatments.
- wood preservatives

and a number of other preparations. It is always wise to check before buying and using. Pesticides are used by members of the public, often in the garden or on allotments and the potential hazard can be the same as for pesticides used in agriculture and other large scale operations. Pesticides used by the public are likely to have been obtained from the local garden centre or hardware store, and be approved, with information on the label. Please ensure that you read all the information on the label. You need to know how you can protect yourself, others, children and animals, and how to safeguard our environment. Before selecting a pesticide consider the following:

- Always identify the pest before any treatment is applied.
- Do you really need a pesticide?
- Can the problem be solved by changing environmental conditions, for example cleaning up or preventing damp?
- Is there a way to deal with the pest without using a pesticide, for example using a hoe or hand fork, cultivation or catch and trap?
- Chemical pesticides may often kill beneficial organisms which help to keep pests under control.

Best of all do not use a pesticide.

Green alternatives - alternatives to herbicides, insecticides and fungicides are plentiful

Farmers and gardeners alike have employed these treatments for hundreds of years, if not millenia. Concepts such as "good insects eating bad insects", companion planting (where herbs and other plants decoy or repel pests from the plants they "guard"), proper soil management and perhaps the most fundamental of all, bio-diversity, are drawn from the master gardener, "Mother Nature"! Nature supplies its own defences for survival, if only we would pay closer attention to discover them.



Report to:	Parks and Amenities Committee	
Date:	08.07.25	
Title:	Play Equipment – Update on Replacement of Old Equipment and Funding	
Authors, Roles and Contact Details:	Richard Budge Parks & Amenities Officer (01872) 245506 richard@truro.gov.uk	
Approval and clearance obtained from chair of committee:	N/A	
Urgency Procedure(s) used? If yes include rationale.	N/A	
Recommendations		
1. To resolve to allocate the £17,500 CIL receipts towards the costs of installing replacement play/exercise equipment at Tremorvah Playing Field.		

1 Executive Summary

- 1.1 Truro City Council were allocated £17.5K under the Community infrastructure Levy (CIL) agreement from Cornwall Council to be spent in the area of Tremorvah Playing field. The money had to be spent from 2017 onwards.
- 1.2 Previously Council supplied information to Helen Nicholson, Community Link Officer for Roseland and Truro, informing Cornwall Council of the costs of the improvements made at Tremorvah Playing Field which have included the installation of new fencing, widening of pathways, new carpark with enhanced security proofing and the installation of new seating.
- 1.3 Cornwall Council were satisfied with the evidence supplied and transferred the £17.5k to Truro City Council as a contribution to the cost of the works.
- 1.4 Exercise equipment was also installed over twenty years ago and whilst the majority of the equipment remains in good repair some pieces of equipment have been decommissioned for safety purposes.

2 Purpose of Report and key information

- 2.1 As the funds for the works identified in 1.2 above have already been expended Council can either decide to transfer the £17.5k into the General Reserve for future use or recommend that it is used to replace the play equipment that has recently been removed.
- 2.2 The CIL money can only be used for improvement works to the Tremorvah Playing Field area, so it is proposed that the £17.5K is allocated to replace the exercise equipment so that the full functionality of the area continues.

3 Benefits for Customers/Residents

- 3.1 The investment of CIL monies would see the replacement of exercise equipment which had reached the end of its life. This would improve the facilities in Tremorvah Playing field.
- 3.2 Replacing the end-of-life equipment will also demonstrate to residents that Truro City Council is undertaking a phased replacement policy of its play and exercise equipment.

4 Relevant Previous Decisions

- 4.1 In 2020 – 2022 the Committee agreed the installation of new play equipment, widening of paths, new bins and new seating.

5 Consultation and Engagement

- 5.1 Engagement with Cornwall Council's Community Link Officer.

6 Financial Implications of the proposed course of action/decision

- 6.1 A top-up of funds from the Parks and Amenities Capital Budget may be required if the £17.5k is insufficient to cover the costs of the new equipment. This "top up" would be drawn from the existing Play equipment repairs and maintenance budget.

7 Legal/Governance Implications of the proposed course of action/decision

- 7.1 The CIL monies are to be allocated on works in the Tremorvah Playing Field area.

8 Risk Implications of the proposed course of action/decision

- 8.1 The replacement of the decommissioned equipment with functioning new equipment will improve the exercise facilities available to the local community.

9 Options available

- 9.1 **Do nothing** – This could lead to a perception by residents that Truro City Council is not investing in its play areas.
- 9.2 **Allocate CIL monies** as recommended – this satisfies the terms of the CIL and demonstrates that Truro City Council is investing in its play and exercise equipment

10 Supporting Information (Appendices)

- 10.1 N/A

11 Approval and clearance

All reports:

Final report sign offs	This report has been cleared by (or mark not required if appropriate)	Date
Town Clerk	David Rodda	02/07/26



Report to:	Parks and Amenities Committee	
Date:	08 07 25	
Title:	Drainage at Beechwood Parc / Tinney Drive	
Authors, Roles and Contact Details:	Richard Budge Parks and Amenities Officer (01872) 245506 richard@truro.gov.uk	
Approval and clearance obtained from chair of committee:	N/A	
Urgency Procedure(s) used? If yes include rationale.	N/A	
Recommendations		
1. To recommend to Council that Cornwall Council's Highways Department is given "in principle" approval to install a soakaway drain on land owned by Truro City Council at the top of Tinney Drive.		

1 Executive Summary

- 1.1 The City Council has been approached by Cornwall Council Highways Department about the possibility of installing a soakaway drainage system on land at the Beechwood Park development at the top end of Tinney Drive. This land was transferred to the Council's ownership and is currently green space.
- 1.2 The Highways Department has reports of examples of flooding at Penair Lane which runs from the top of Union Hill to Penair School which is now fully pedestrianised. The water runs off neighbouring fields and puddles in a low point in the road often making it impossible to pass by pedestrians.
- 1.3 Currently it drains away very slowly over a number of days as the previous control method involved draining down into a neighbour's property causing significant annoyance and damage to the property.
- 1.4 Following numerous attempts to address the situation the only viable option is to drain the water onto the nearest available land which is owned by Truro City Council where it will be dispersed via new soakaway drains that will be installed on this land.

2 Purpose of Report and key information

- 2.1 Cornwall Council Highways Department are seeking permission to install a drain running through a series of soakaways on City Council land in order to alleviate this long-standing problem.
- 2.2 At this stage they are seeking an "in principle" agreement so that they can commission the necessary design work and surveys before the design is finalised. Without "in principle" support they cannot undertake this work due to the costs involved.
- 2.3 Once the detail design work and necessary surveys have been undertaken a further report will come to Council for a final decision.
- 2.4 Post installation the land in question will remain a green space.

3 Benefits for Customers/Residents

- 3.1 The proposed new drainage facility would improve drainage facilities at this location preventing further damage to a resident's property. Post installation the useability of Penair Lane will also be improved thus enabling it to be used by pedestrians at all times.

4 Relevant Previous Decisions

- 4.1 N/A.

5 Consultation and Engagement

- 5.1 Cornwall Council's Highways Department has contacted Truro City Council following numerous attempts to solve the issue with neighbouring properties.

6 Financial Implications of the proposed course of action/decision

- 6.1 The proposed works are funded and carried out by Cornwall Council. They will also be responsible for maintaining the drainage installation and will also be responsible for any damage caused to property if the drains ever overflow. Therefore, there will be no cost to Truro City Council.

7 Legal/Governance Implications of the proposed course of action/decision

- 7.1 A wayleave agreement will need to be put in place to provide a legal basis for access and use. All associated legal costs would be paid for by Cornwall Council.

8 Risk Implications of the proposed course of action/decision

- 8.1 Cornwall Council is responsible for the proposed works.
- 8.2 Failure to install the new drains will see the flooding continue reducing the use of Penair Lane by pedestrians and risking the continued flooding of 39 Tnney Drive.

9 Options available

- 9.1 **Do nothing** – Is not an option. If the proposed works are not undertaken the drainage issue will continue.
- 9.2 **Install new drains on Truro City Council land – Recommended option** – Truro City Council is the only landowner in the area that can accommodate the drainage solution.
- 9.3 **Reject the proposal and investigate whether the land in question could be sold off as a building plot** – discounted as it is a very constrained site and would also remove a key area of Green Space located in the centre of the development.

10 Supporting Information (Appendices)

- 10.1 Appendix 1 – report from Cornwall Council including location plan and photographs.

11 Approval and clearance

All reports:

Final report sign offs	This report has been cleared by (or mark not required if appropriate)	Date
Town Clerk	David Rodda	02/07/25
Deputy Town Clerk (Finance and HR)		

Surface water drainage issue to rear of 39 Tinney Drive Truro – brief for Truro City Council

Viv Bidgood
Highway Manager



CORNWALL
HIGHWAYS
A SERVICE OF CORNWALL COUNCIL

Background/problem

The surface water flooding issue is located in the shared footway/cycleway (part of the maintainable public highway within Cornwall Council's remit) to the rear of 39 Tinney Drive, Truro (See location plan in **fig 1**. And also photo of the surface water flooding in **fig2**.). There is no existing highway drainage system in this location. It is thought that the flooding has only occurred subsequent to the Wainhomes development and no provision was made by the developers for surface water drainage in the natural low point in this location. Prior to this it is presumed that any surface water run-off from the shared footway/cycleway would have discharged into the fields and drained naturally without any impact to the public highway.

Following development of the properties, Wainhomes built a soakaway (entirely within the curtilage of 39 Tinney Drive, but for the purposes of draining the highway – see **Fig 3**) approximately 10 years ago, presumably in an attempt to deal with the problem and placate the property owners at that time. We do not have any construction information regarding the soakaway (neither does the owner) but this system is nothing more than a domestic type soakaway and has likely become clogged up with silt etc and is now virtually non-functional. The domestic soakaway drain is also now not accessible from the highway as it has recently been fenced off within the property boundary. This has likely exacerbated the situation in terms of the below impacts.

Impact

The impact to the public highway is routine surface water flooding of the shared footway/cycleway that runs from Belvedere to St Clements Hill and vice versa (see **Fig 2**.). This impacts pedestrians and cyclists using the through route which is also a safer route to school and routinely used by students at Penair School. Additionally the property (and neighbouring property gardens) are subject to routine surface water flooding during prolonged rainfall.

Proposed solution:

It is noted that Truro City Council own freehold land in the immediate vicinity of the surface water flooding area (see **fig 4**.). Subject to initial drainage and ground investigations being undertaken to determine the most appropriate solution, the proposal in principle would be to install a new highway drainage system from the natural low point to discharge to a highway standard soakaway (or series of

soakaways if considered to be required – see **fig 5.**), consisting of perforated rings with manholes to allow for future maintenance. The intention would be to enter into a formal drainage easement with the city council to ensure Cornwall Council remain responsible for ongoing maintenance and any future liability associated with the system.

Fig 1. LOCATION PLAN:

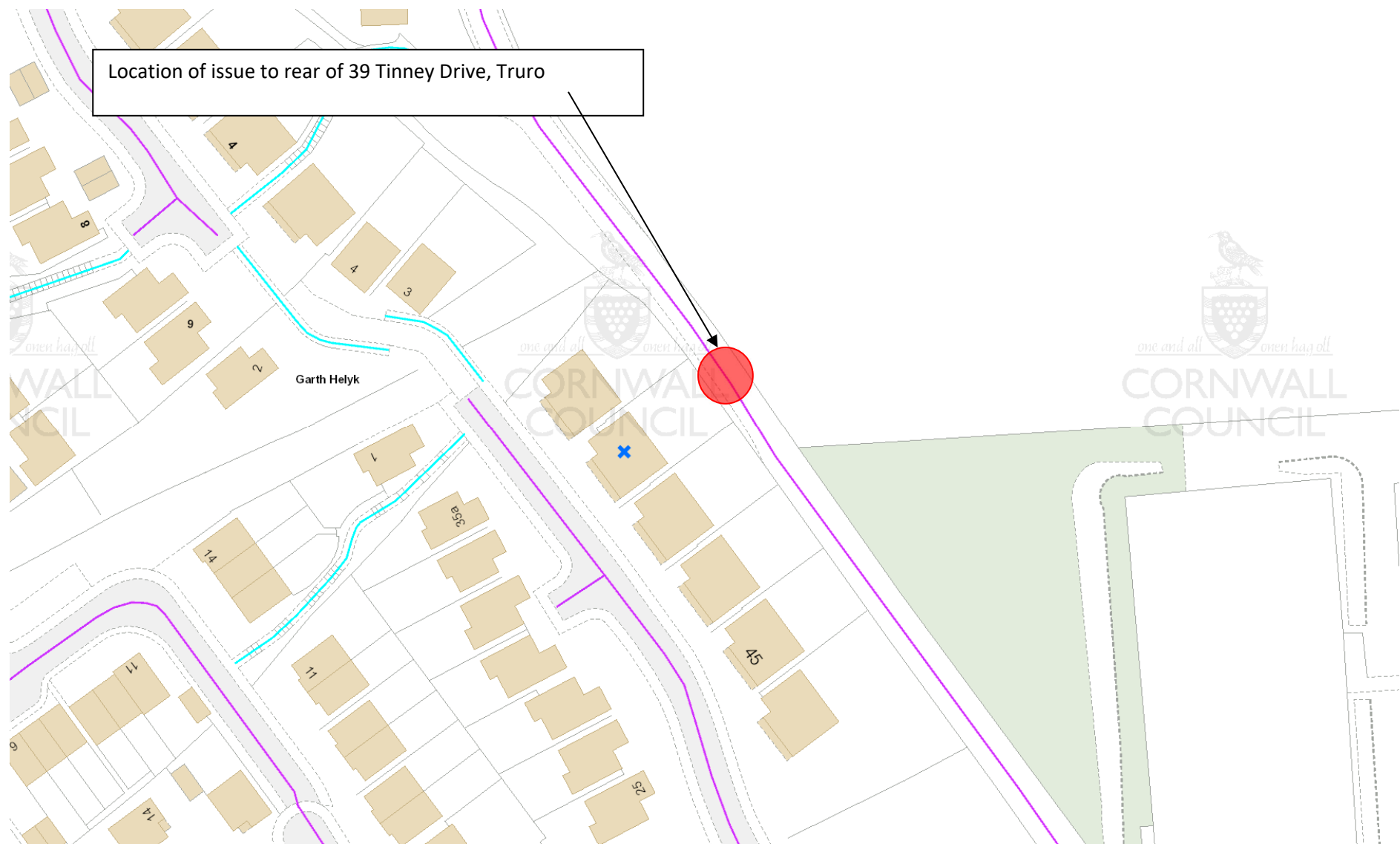


Fig 2. – surface water flooding to shared footway/cycleway from Belevedere to St Clements Hill:



Fig 3. Domestic soakaway installed within the rear garden of 39 Tinney Drive (not accessible behind fence)



Fig 4. Truro City Council freehold owned land (highlighted green) in immediate vicinity of the flooding location:

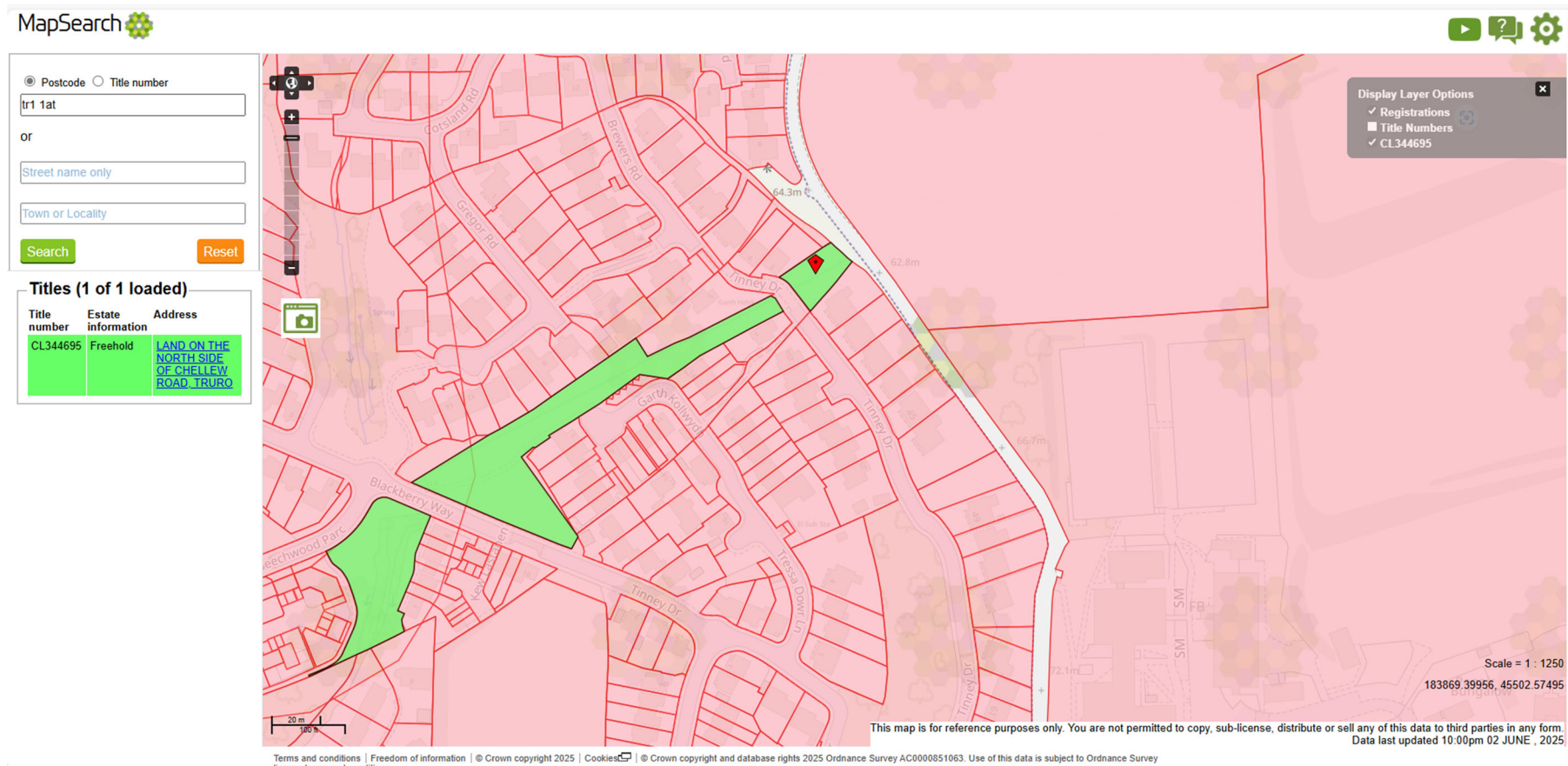
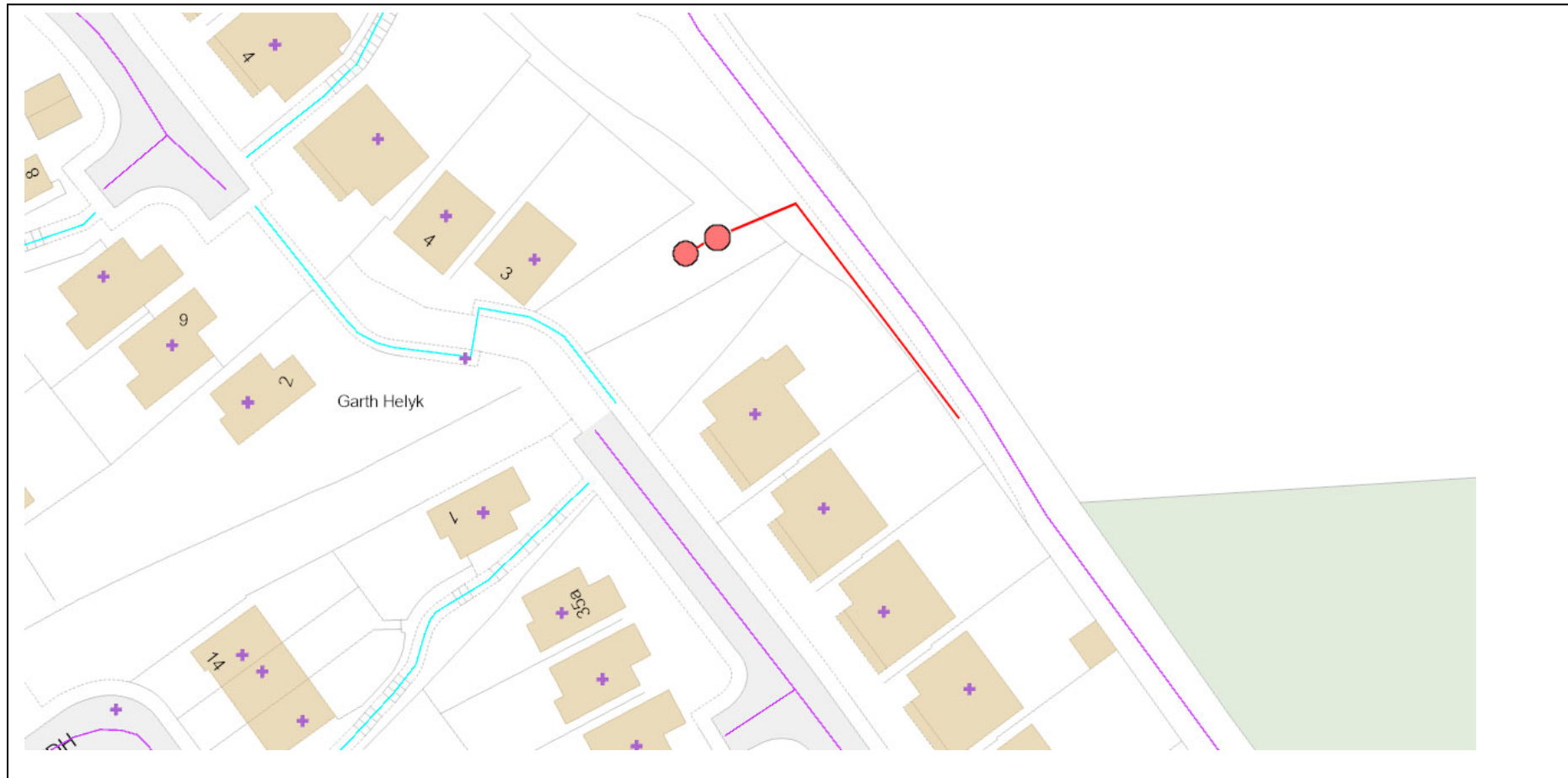


Fig 5. Proposal (in principle subject to ground investigation and detailed design process) to install a new highway drainage system, piping surface water from the low point (line shown red - likely 225mm pipe) to a new soakaway chamber with perforated rings (shown with red circles) and/or series of soakaway chambers if recommended at detailed design:



TRURO CITY COUNCIL



CITY OF TRURO
Town Clerk

Town Clerk's Department
Municipal Buildings
Boscawen Street
Truro TR1 2NE
Tel. (01872) 274766
www.truro.gov.uk
email: info@truro.gov.uk

MEETING OF TRURO NATURE RECOVERY FORUM (TNRF) HELD ON TUESDAY 24 JUNE 2025 at 7.00 pm

in the Large Community Room, First Floor, Truro Public Library, Union Place, Truro

PRESENT: Councillors: Southcombe (Chairman), the Mayor (Honorary Freeman Wells), Rich (Deputy Mayor) and Tucker.

External Members: Sue Allen and Ms Jade Neville (Friends of Coosebean and Cornwall Wildlife Trust).

ALSO PRESENT: Forum Advisor Mr Richard Argall (volunteer tree warden).

APOLOGIES: Councillor La Borde, Ms Sarah Douglas-Martin (Truro in Bloom and Treffry Road Residents' Association) and Mr John Faragher (Friends of Daubuz Moor).

ABSENT:

Also in Attendance: Richard Budge, Parks and Amenities Officer and Cheryl Simpson, Committee Clerk.

1. COUNCILLORS IN ATTENDANCE AND APOLOGIES

Noted.

NRF/25/306

2. MINUTES OF MEETING HELD ON 29 MAY 2025

It was proposed by the Chairman, seconded by Ms Sue Allen, and

RESOLVED that the Minutes of the Truro Nature Recovery Forum Meeting held on 29 May 2025 were signed as a correct record.

NRF/25/307

3. VOLUNTEER/ NATURE DAY SUNDAY 1 JUNE 2025

There was a general feeling of slight disappointment there hadn't been a greater footfall, but it was acknowledged that people tended to be very busy, and it was generally difficult to encourage new volunteers. It was noted that work was already in progress for planning next year's event with more activities for children. It was suggested next time more thought could be put into what the Forum wanted to promote and what actions might come from engagement. The Committee Clerk reported on four responses to the QR code and the question asked 'What is your vision for nature in Truro?'.

[Councillor Tucker arrived in the meeting room at 19:08.]

NRF/25/308

4. TO CONSIDER DEVELOPING A NATURE RECOVERY STRATEGY BASED ON THE EXPERIENCE OF OTHER TOWN AND PARISH COUNCILS

After some discussion it was generally agreed that the Forum could develop a draft strategy based on the learning and experiences of other town and parish councils. Advice from South Gloucestershire District Council had already been circulated to Forum members. It was suggested collectively members could draft a strategy facilitated by the Parks and Amenities Officer.

NRF/25/309

5. TO CONSIDER JOINING THE NATURE TOWNS AND CITIES ACCREDITATION SCHEME

Information about the accreditation scheme had previously been circulated to members. Signing up to the accreditation scheme enabled access to specialist advice from experts; it might also open up future funding opportunities.

It was proposed by the Chairman, seconded by Councillor Tucker, and **RESOLVED** that the Truro Nature Recovery Forum sign-up to the Nature Towns and Cities Accreditation Scheme. **NRF/25/310**

[Councillor Rich joined the meeting at 19:30.]

Action:

1. Recirculate accreditation scheme information to the Forum for information. (Committee Clerk)
2. Check if there was any timescale constraint in joining the scheme. (Committee Clerk)

NRF/25/311

6. TO CONSIDER USING AN OUTSIDE CONSULTANT TO LEAD THE FORUM'S WORK ON DEVELOPING A STRATEGY AND IMPLEMENTATION PLAN

It was generally considered to be premature to consider using the services of an outside specialist consultant at this point in time. **NRF/25/312**

7. TO CONSIDER DRAFTING A VISION STATEMENT

During discussion, the purpose of a vision statement was discussed and an example of a vision statement produced by a local authority in the Wirral was referred to. 'Connecting people with the natural environment – making people aware of nature' was also suggested.

Action:

1. All Forum Members to bring their ideas for a vision statement to the next meeting so an initial draft statement could be agreed.
2. Councillor Rich to send the statement he read out to the Forum to the Committee Clerk for onward transmission to the Forum for information.

NRF/25/313

8. MAPPING EXISTING GREEN SPACES

The Committee Clerk shared a draft map showing the City Council's assets which had been digitally mapped; the intention was that the map would be available on the City Council's website in due course. The Countryside Ranger Team had experience of mapping and had some capacity in this area. **NRF/25/314**

9. TRURO NATURE RECOVERY FORUM ON-LINE PRESENCE

It was suggested that the Forum had an on-line presence such as facebook or Instagram. It was commented that such sites generated a significant amount of work in terms of practical administration. The issue of safeguarding was also highlighted. The benefits of talking to people was also highlighted.

Action: Committee Clerk to contact Town Clerk about the potential of arranging an on-line presence to be managed by Truro City Council
NRF/25/315

10. NATIONAL BUTTERFLY COUNT

The National Butterfly Count was due to take place from 18 July to 10 August 2025. The results for the Truro area in 2024 were available to view on-line. The Countryside Ranger Team were also due to hold a similar activity – a bioblitz – with the Friends of Daubuz Moor on 12 July and with the Friends of Coosebean on 19 July, both 11:00 – 13:00.

Action: Sue Allen to email the Committee Clerk details of the national butterfly count for onward transmission to the Forum.

NRF/25/316

11. NEXT MEETING

To be advised.

NRF/25/317

The meeting closed at 20:23.

----- CHAIRMAN

Parks and Amenities Officer's Report:

Truro City Council: Garden and Allotment Competition 2025

Mr John Lanyon, a former National Trust Head Gardener judged the garden competition entries and all four allotment sites on Thursday 26 June and again the standard was very high. The presentation evening is scheduled to take place on Wednesday 1 October starting at 19:00. I also completed the latest in a series of inspections of the Council's allotment plots.

Victoria Gardens

Unfortunately, whilst Mr Tim Scot-Ellis, the Council's contractor, conducted the biannual inspection of all the Council's trees a large pine tree in Victoria Gardens was found to have a split on its twin stem. The tree had had to be fenced off with Heras fencing and a nearby footpath has been closed for safety reasons. I am currently awaiting costings for the removal of the tree from the tree surgeon. Mr Scot-Ellis is also submitting a five-day notice to Cornwall Council Planning Authority. Due to its size this could be an expensive tree to deal with.

Leats – Update

The Leats have been inspected by the Head Gardener for Victoria Gardens and myself and we are in the process of writing the condition survey for the system to be presented in September to the Parks and Amenities Committee.

Boscawen Park

We have had box junctions installed at Boscawen Park carpark following complaints from the canoe club and users of the slipway due to cars parking and blocking the entrance. We have also added additional disability parking spaces.

RECOMMENDED:

That the report be noted.

Richard Budge
Parks and Amenities Officer
3 July 2025

DATE	LOCATION	TOPIC	DETAIL	POSITIVE/NEGATIVE	REMEDIAL ACTION TAKEN
22.05.25	Boscawen Park	Dogs behaviour	Dog fouling and dogs off leads + more/ bigger signs requested.	Negative	PAO investigation found evidence of geese fouling not dog fouling.
29.05.25	Footpath 24 running down side of New County Hall	Vegetation	Via CC. Vegetation requires a cut. Part of LMP two cuts per year.	Negative	Parks cut vegetation 23.06.25.
05.06.25	Kenwyn Churchyard	Maintenance of Churchyard	Tall vegetation esp. new part plus thanks for work.	Positive & negative	Parks & Ranger team due to work on new section 16.06.25
07.06.25	Donkey Field, Chapel Hill	Maintenance of field	Long grass unsuitable for sports activity plus some damage (caused by vehicles?).	Negative	Grass cutting team to cut grass
09.06.25	Truro Public Cemetery	Maintenance of cemetery	Length of grass & loose step where war memorials are.	Negative	Grass cutting team to cut grass. Maintenance Team to mend step
10.06.25	Boundary hedge Barrack Lane Allotment Site & Northfield Drive	Maintenance of shared boundary	Thanks to PAO & team for maintenance work & outstanding service.	Positive	N/A
10.06.25	Nancemere Allotment Site	Secondary tap on site	Tap not working.	Negative	Parks team investigation
10.06.25	Garth Helwk	Unauthorised strimming	Unauthorised strimming by third party of area of Council owned land by private company.	Negative	Parks & Amenities Officer site visit with complainant
12.06.25	Truro Public Cemetery	Maintenance of Cemetery	Long grass around relatives's grave plot G.1.2. Request to cut path to grave.	Negative	Grass cutting team cut grass path to grave 12.06.25
15.06.25	Victoria Gardens	New flower bed	Compliment about new Royal Observer Corp memorial flower bed.	Positive	N/A
16.06.25	Treffry Road -Adopted land	Grass Cutting Request	Long Grass on green spaces.	Negative	Passed to RB
16.06.25	Treffry Road -Adopted land	Grass Cutting Request	Long Grass unsuitable for community to use.	Negative	Passed to RB
17.06.25	Kenwyn Churchyard	Maintenance by TCC	Compliment about recent maintenance work.	Positive	N/A
18.06.25	Comubia Park	Recently planted trees	Trees damaged by TCC lawnmower.	Negative	Mowing cycles to be left round trees in future
26.06.25	Boscawen Park	Carpark	Trailer parked in parking space & person living in camper van.	Negative	Carparking order anticipated coming into operation in September 2025.
27.06.25	Tremovah Playing Field	Fence	Rotted plank of wood exposed nail in fence.	Negative	Parks & Amenities Officer to grind down nail 28.06.25