

TRURO CITY COUNCIL



*Town Clerk's Department
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29 March 2023

To: The Mayor (Cllr Webb)
Mayor Elect (Cllr Mrs Swain)
Chairman and members of the
PARKS AND AMENITIES COMMITTEE
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 **MONDAY 3 APRIL 2023 at 7.00 pm** in the **Training Room, First 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. **TO CONFIRM THE MINUTES OF THE PARKS AND AMENITIES COMMITTEE MEETING HELD ON 6 MARCH 2023**
For accuracy. *Appendix A*
5. **STANDING ITEMS**
 - (i) **Boscawen Park - Dredging of Swanpool – Update**
This item is included in the Towns Deal grant funding bid for facilities in Boscawen Park No 4 Committee Work Plan 2022 – 2025 Agenda Item 5 (ii) below refers. Minute 368 refers.
 - (ii) **Committee Work Plan 2022 – 2025** *Appendix B*
Further to Minute 368 to consider the updated Committee Work Plan in line with the Council's Medium-Term Plan. Minute 368 refers.
Parks and Amenities Manager to update the Committee.
6. **INFORMATION ITEMS**
 - (i) **Boscawen Park New Tennis Pavilion Project and Timeline**
This item is referred to at No 2 Committee Work Plan 2022 – 2025 Agenda Item 5 (ii) above refers. Minute 369 refers.
 - (ii) **Idless Nursery - Project and Timeline Update**
This item is referred to at No 10 Committee Work Plan 2022 – 2025 Agenda Item 5 (ii) above refers. Minute 369 refers.

(iii) Parks and Amenities Manager's Report

Appendix to follow

Relating to any information for Members that does not require a recommendation. Parks and Amenities Manager to update the Committee.

7. EXCLUSION OF THE PRESS AND PUBLIC

In accordance with s1(2) of the Public Bodies (Admission to Meetings) Act 1960, the press and public will be excluded from the meeting during consideration of the following item by reason of its confidential or special nature.

8. BOSCAWEN PARK

(i) Energy Subsidy Scheme

Confidential paper sent separately

Members to consider the attached, considering Boscawen Park Tennis Pavilion and Idless Nursery.

9. READMITTANCE OF THE PRESS AND PUBLIC

Press and public will be permitted to rejoin the meeting following the conclusion of the confidential item.

10. BOSCAWEN PARK (cont.)

(ii) Car Parking at Boscawen Park

Members to consider the installation of car parking time restrictions and barriers. Parks & Amenities Manager to report.

11. HENDRA SKATE PARK

Graffiti Wall – Signage

To consider the legal graffiti wall initiative and associated signage. Parks & Amenities Manager to report.

12. CORRESPONDENCE

13. DATE OF NEXT MEETING – PARKS AND AMENITIES COMMITTEE

Monday 1 May 2023

The agenda for the next Parks and Amenities Committee to be held on 5 June 2023 will be prepared on Wednesday 31 May 2023. 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 Tuesday 30 May 2023 as no items other than those on the agenda can be considered at the meeting.



ROGER GAZZARD
TOWN CLERK

MINUTES OF THE MEETING OF THE PARKS AND AMENITIES COMMITTEE HELD ON MONDAY 6 MARCH 2023 AT 7.00 PM IN THE TRAINING ROOM, FIRST FLOOR, TRURO COMMUNITY LIBRARY, PYDAR STREET, TRURO

PRESENT: Councillors Mrs Eathorne-Gibbons (Chairman), Biscoe, La Borde, Rabey, Roby, Roden, Southcombe, Swain (Deputy Mayor), Tamblyn and Webb (Mayor).

APOLOGIES: Councillors Sealy and Green.

ALSO PRESENT: Councillor Mrs Carlyon.

ALSO IN ATTENDANCE: Roger Gazzard – Town Clerk (TC)
Richard Budge – Parks and Amenities Manager (PAM)

The committee held a minutes silence as a mark of respect to Mr Russell Holden who had held the position of both Town Clerk and Parks & Amenities Officer who had recently died.

365 DISCLOSURES OR DECLARATIONS OF INTEREST

There were no disclosures or declarations of interest.

366 OPEN SESSION FOR ELECTORS OF TRURO RELATING TO ITEMS ON THIS AGENDA - VERBAL QUESTIONS

There were no public questions.

367 PUBLIC MINUTES OF THE PARKS AND AMENITIES COMMITTEE MEETING HELD ON 6 FEBRUARY 2023

It was proposed by the Mayor, seconded by Councillor Roden, and

RESOLVED that the Minutes of the Parks and Amenities Committee Meeting held on 6th February 2023 were signed as a correct record.

368 STANDING ITEMS

i) BOSCAWEN PARK – DREDGING OF SWANPOOL – UPDATE

The PAM reported that this work is part of phase one of the Towns Fund project. The Town Clerk reported in advance of the work taking place a Grant Funding Agreement between the City Council and Cornwall Council would be in place which would commit Cornwall Council to meet the cost from the Towns Fund Grant. The PAM confirmed that environmental consultancy work would be carried out prior to the work being carried out.

ii) COMMITTEE WORK PLAN 2022-2025

The PAM reported the Boscawen Park pavilion was well on the way to opening with the fitting out of the kitchen nearly complete. Currently we are progressing with tendering for the surfacing of the car park. Will arrange opening ceremony once we have clearance from building control to open.

Item 3) The PAM had met with planners and met with Meiloci to design plots, car parking, and design the access from Buckshead, and location of borehole also being agreed.

Item 8) The maintenance team had completed the additional parking area.

Item 13) The Treffry Road planting for orchard and native woodland was complete. Access gates would be installed along with new fencing.

Item 14) Community Development officer had completed the public consultation.

There was no progress to report on the devolution of the land at Rosedale.

369 INFORMATION ITEMS

i) BOSCAWEN PARK NEW TENNIS PAVILION PROJECT & TIMELINE

Discussed under the work plan item.

ii) IDLESS NURSERY - PROJECT & TIMELINE UPDATE

The PAM reported our third attempt at obtaining tenders for greenhouses had failed. No tenders have been received in response to our advert on contracts finder. Awaiting a tender report from Ward Williams in order to considering how to proceed.

iii) PARKS & AMENITIES MANAGER REPORT

A councillor had raised the issue of the plant and machinery schedule at full Council because the information in the schedule did not allow any cross referencing between the capital budget and the values of the items in the schedule. The PAM suggested use purchase price rather than replacement price in the Plant and machinery schedule due to difficulties in obtaining replacement prices. Also, depreciation values would be added. It was agreed that replacement costs would be added for items that were due for replacement.

In response to a question the PAM confirmed the ash trees that had to be felled were spread around the City and that they would be replaced.

370 ITEMS FOR DISCUSSION REQUESTED BY COUNCILLORS

**i) TOWNS DEAL FUND PROJECT
TRURO CITY COUNCIL VEHICLE STORAGE PROVISION AT BOSCAWEN PARK**

PAM reported that it was proposed that the vehicles be stored in a new building near the boat house and would be of a similar size. This will be ready prior to the demolition of the existing buildings. Also, there was a potential purchase of Fozzard Land; we had expressed an interest with solicitors.

ii) WATER USAGE

A councillor reported on the very low levels of the reservoirs particularly Colliford Lake which was at 49% at the beginning of February. There could be a drought situation during the Summer.

PAM reported on the measures we were taking to reduce water usage.

The toilets urinal times reduced as well as taps running times. We had tested water bags in cisterns but these had not worked, creating blockages and plumbing failures.

Our planting had been changed in beds to make them less reliant on watering. Now have borehole system at Idless which was successfully tested last year. Additional

rainwater harvesting tank installed that would fill the bowser. Baskets now have reservoirs with no loss of water as with previous baskets and have wicks to wet the plants. Baskets are now as efficient as possible with water use.

Suggest press release along the lines of last year to inform the public what we were doing and to encourage others to follow.

Whilst saving water was very important it had to be balanced with a key role we play in promoting the city centre. The City Centre provided a healthy economy which it was also important to support.

It was proposed by Councillor Biscoe, seconded by Councillor La Borde, and

RECOMMENDED that the committee welcomes the report from the Parks and Amenities Manager on the significant steps that the City Council is taking to reduce water usage. The Parks and Amenities Manager to arrange for a press release to advise the public of this work and encourage others to follow.

iii)CAFÉ & SINGLE USE ITEMS

It was reported that the café in Victoria Gardens, Pollen, did not use any disposable cups. Take aways were provided in metal mugs that were returned. The recommendation was that our new café also did not use disposable containers or cutlery.

The PAM reported that the clientele using the café in the Park is slightly different from Victoria Gardens. The difference is that Pollen deals with people sitting in the gardens. At Boscawen Park some people take away to vehicles and/or walk around the park. The question is whether we sell to such people. For the customers sitting in the café or the outside area, china cups and metal cutlery would be provided.

Suggested ways forward are to:

- offer discount for people who bring their own container.
- do not put lid of any disposable cups.
- produce china Truro City Council branded cups for sale and then offer discount for re-using.

It was proposed by Councillor La Borde, seconded by Councillor Southcombe, and

RECOMMENDED that the new café avoids wherever possible the use of single use items.

Cllr. Tamblyn left the meeting at 7.50pm

371 LAND OFF COMPRIGNEY HILL STEERING GROUP

It was reported that the draft terms of reference had been circulated to the working group and no comments had been made.

It was clarified that in addition to the three councillors the Mayor and deputy were included as with all working groups of the council.

The question was raised whether the costs of the group of meetings up to two years is good value compared to outputs. Question of resources

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

RECOMMENDED that the working group report at the end of year one then the committee review whether to continue. This will be added to the aims and responsibilities in the terms of reference.

372 BOSCAWEN PARK – APPLICATIONS FOR USE

It was proposed by Councillor Biscoe, seconded by the Mayor, and

RECOMMENDED that the following proposed uses are approved:

Truro Evangelical Church – Sundays 25 June, 30 July, and 27 August
Open Air Act Christian Service.

373 CORRESPONDENCE

There was no correspondence to report.

**374 DATE OF NEXT MEETING – PARKS AND AMENITIES COMMITTEE
Monday 3rd APRIL 2023**

The Chairman confirmed the next scheduled Committee meeting was Monday 3rd April 2023 starting at 7.00pm.

The meeting closed at 8.05pm.

-----CHAIRMAN

Committee Work Plan 2022 – 2025

Parks and Amenities Department – High Level Project List

No.	Location	Project Detail Set out in Medium Term Plan – Parks (extracted from Council Action Plan)	Person leading	To work with	Work Required	Deadline	Cost
1	Various	To support and maintain the Leats system and other monuments.	Parks & Amenities Manager PAM	Compliance Officer	Working with Mulberry Slip Eng. Ltd who are drawing up plans for the sealing of the Leat & relocation of RAM chamber. Footbridge replaced with granite railings. Complete.	April 2022	No costing available.
2	Boscawen Park	Completion and occupation of the new tennis pavilion at Boscawen Park.	PAM	Café Manager, Compliance Officer, Maintenance Team, TIC Manager	Kitchen to be fitted then pressure testing to be undertaken. Outside of building to be tarmacked.	October 2022	£524K
3	Various	To maintain and increase the existing stock of Allotments	PAM	Administrator, Maintenance Team	Ongoing. Consultation complete. Land cleared & planning consultant met. Meeting arranged with landscape designer.	March 2023	

Committee Work Plan 2022 – 2025

Parks and Amenities Department – High Level Project List

No.	Location	Project Detail Set out in Medium Term Plan – Parks (extracted from Council Action Plan)	Person leading	To work with	Work Required	Deadline	Cost
4	Boscawen Park	To lead the Towns Deal grant funding bid for facilities in Boscawen Park.	Town Clerk (TC) PAM	Towns Deal Board	Ongoing.	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. <i>Text in square brackets added by Parks & Amenities Manager.</i>	PAM		See 1 above.	2024	
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.	PAM	Mulberry Slip Eng. Ltd & Lions Club	See 1 above. All water features to be upgraded. Ward Williams Associates (WWA) employed to take on all Friends of Victoria Gardens (FVGs) projects. Quotes sought for restoration of bandstand & top shelter to be project managed in-house using local specialist.	2025	
7	St George's Road [Playpark & Dreadnought	Seek to understand <i>and develop</i> 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	PAM	Community Development Officer CDO	Hendra Skatepark Group established. Meeting held with	December 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 (extracted from Council Action Plan)	Person leading	To work with	Work Required	Deadline	Cost
	playing field] Hendra	sustainable and acceptable standard <i>where possible.</i> <i>Text in italics above added by P&AC 06 06 22 & agreed by Council 27.06.22</i>			group to discuss their plans. Replacement of play park safety surfacing complete.		
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.	PAM	Local football clubs CDO	Meeting of relevant officers to initiate project. Car park construction at Kenwyn Hill complete.	December 2024	
9	Various	To develop community gardens in Truro	PAM	Maintenance Team Administrator	Acquisition of land at Coosebean, off Comprigney Hill complete. Land cleared.	Ongoing	
10	-	To work on the Parks Development Plan for the next 2, 5, and 10 years. To include: Boscawen Park Developments & Victoria Gardens Improvement Scheme	PAM	Maintenance Team, Administrator, Compliance Officer, Head Gardener (Victoria Gardens)	Regular update reports to all Councillors.	Ongoing	
11	Idless	Completion of Idless Nursery	PAM	Maintenance Team, Administrator,	Pathway construction almost complete.	August 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 (extracted from Council Action Plan)	Person leading	To work with	Work Required	Deadline	Cost
				Nursery Supervisors	Greenhouses tenders advertised on Contract Finder by WWA. WWA still tendering design of chemical store. All fire compliant.		
12	All Council sites	To continue to develop and implement zero carbon policies.	PAM	Town Clerk, Administrator	Ongoing. Zero Carbon Working Group completed its work & disbanded. Work to install Beryl Bikes (electric) at Boscawen Park & Hendra Play Park on-going. Report on Zero Carbon Post included in 2023 Estimates report.	Ongoing	
13	Treffry Road	To develop and implement a development plan for the land at Treffry Road	PAM	Treffry Road Residents' Association	Community fruit & nut orchard & native woodland as part of Forest for Cornwall. Community	December 2022	Section 106 funding will be available. Sponsorship

Committee Work Plan 2022 – 2025

Parks and Amenities Department – High Level Project List

No.	Location	Project Detail Set out in Medium Term Plan – Parks (extracted from Council Action Plan)	Person leading	To work with	Work Required	Deadline	Cost
					planting events planned took place December 2022 & January 2023. Fence line replacement & gate work outstanding.		of orchard planned.
14	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.] <i>Text in square brackets added by Parks & Amenities Manager.</i>	PAM	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.	PAM	CDO	Public survey done. Public consultation held 18 02 23 to establish a community group similar to Friends of Coosebean/ Hendra Skatepark Group. Consultation information to be	December 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 (extracted from Council Action Plan)	Person leading	To work with	Work Required	Deadline	Cost
					compiled. Lots of interested parties.		
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.	PAM	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.	