

TRURO CITY COUNCIL



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28 February 2024

To: The Mayor (Cllr Mrs C Swain)
Deputy Mayor (Cllr S Rabey)
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 4 MARCH 2024 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

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 5 FEBRUARY 2024**
For accuracy. *(Appendix A)*
5. **VICTORIA GARDENS REQUEST FOR NEW MEMORIAL**
To consider a request from the Royal British Legion (RBL) for a new memorial stone & rose bed in memory of people who undertook National Service. RBL are planning an unveiling event on 20 April 2024.
6. **APPLICATIONS FOR USE**
To consider the following applications:
 - (i) Use of the Performance Area, Boscawen Park - Truro Evangelical Church – Sundays 25 June, 30 July and 27 August 2023 2.45-4pm (including set up & close down) – Open Air Christian Service – Estimated attendance 50 people.
 - (ii) Use/hire of Hendra (Dreadnought) Playing Field by Thomas Rowland Amusements for a funfair – 28.04 to 06.05.24 **or** 03.06 to 09.06.24. A resolved decision is sought due to timescale.
 - (iii) Use of Penarth Lane (private road) by Truro Running Club for part of its Truro Trail 10K event on 19.06.24
Parks, Amenities and Facilities Officer to introduce.
7. **CAFÉ IN THE PARK, BOSCAWEN PARK – SINGLE USE PLASTICS** *(Appendix B)*

Item requested by Councillor Wetherill.

8. **HANGING BASKETS**

Following the Council meeting on 26.02.24 & a question raised by Councillor Stokes. Parks, Amenities & Facilities Officer to introduce.

9. **STANDING ITEMS**

Boscawen Park - Dredging of Swanpool – Update

This item is included in the Towns Deal grant funding bid for facilities in Boscawen Park.

10. **INFORMATION ITEMS**

(i) Idless Nursery - Project and Timeline Update

(ii) Parks and Amenities Manager's Report

(Appendix C)

Relating to any information for Members that does not require a recommendation. Parks, Amenities & Facilities Officer to update the Committee.

11. **CORRESPONDENCE**

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

Monday 8 April 2024

The agenda for the next Parks and Amenities Committee to be held on Monday 8 April 2024 will be prepared on Wednesday 3 April 2024. 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 2 April 2024 as no items other than those on the agenda can be considered at the meeting.



RICHARD BUDGE
PROPER OFFICER

**MINUTES OF THE MEETING OF THE PARKS AND AMENITIES COMMITTEE HELD ON
MONDAY 5 FEBRUARY 2024 AT 7.00 PM IN THE LARGE COMMUNITY ROOM, TOP
FLOOR, TRURO COMMUNITY LIBRARY, PYDAR STREET, TRURO**

PRESENT: Councillors Mrs Eathorne-Gibbons (Chairman), Green, Roby, Rabey, (Deputy Mayor), Roden, Ms Southcombe and Swain (Mayor).

APOLOGIES: Councillors Sealy and Tamblyn.

ALSO PRESENT: Councillors Biscoe and Mrs Carlyon.

ALSO IN ATTENDANCE: Richard Budge, Parks, Amenities and Facilities Officer.
Mr Ben Minns, Shop Steward and Unite Representative.

338 DISCLOSURES OR DECLARATIONS OF INTEREST

There were no declarations of interest.

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

There were no public questions.

**340 TO CONFIRM THE MINUTES OF THE PARKS AND AMENITIES COMMITTEE
MEETING HELD ON 8 JANUARY 2024**

It was proposed by Councillor Rabey (Deputy Mayor), seconded by Councillor Swain (Mayor) and

RESOLVED that the Minutes of the Parks and Amenities Committee Meeting held on 8 January 2024 were signed as a correct record subject to the following correction.

**341 HEALTH AND SAFETY AT WORK – PARKS AND AMENITIES DEPARTMENT
(i) Training of Staff**

The Parks, Amenities and Facilities Officer reported that staff had undertaken 11 training courses since the July 2023 Committee meeting. The report was noted.

Training Course	Number of staff
Abrasive wheels	5
Emergency First Aid	5
Refresher First Aid	6
Chainsaw	2
Refresher small chainsaw	3
Saws	1
Chainsaw from a mobile elevated platform	1
PAT testing	1
Handheld hedge trimmer	1
Mobile elevated platform	2
Refresher ride-on and pedestrian mower	2

(ii) Parks and Amenities Department – Report of any Recent Accidents

It was reported by the Parks, Amenities and Facilities Officer that 2 accidents had taken place since the July Committee meeting. One accident was a cut to the hand with a silky saw; the other accident involved strimmer cutting into a wasp nest, an ambulance being called to treat anaphylactic shock and the member of staff returned to work. The report was noted.

(iii) Shop Steward, Unite Representative and Unite Health and Safety Representative

Mr Ben Minns, the new Shop Steward and Unite Representative was welcomed to the meeting. He said he had no health and safety matters to report but drew Members' attention to an increase in dog faeces in the town and parks and gardens. Staff were highlighting this hazard by spraying faeces with a purple chalk paint in an effort to encourage dog owners to pick up after their dogs. The Parks, Amenities and Facilities Officer commented that the cycleway at Coosebean and lane to the entrance to Barrack Lane Allotment site were similarly affected; if the problem escalated, he would contact Cornwall Council's dog wardens. The report was noted.

342 BIODIVERSITY STRATEGY

Councillor Southcombe stated she had been working on a draft biodiversity strategy with Councillor La Borde and now they sought the support of interested Councillors and involvement of the wider green local community. A copy of the working draft strategy was circulated to Members for information. It was generally agreed the lead councillors contact all councillors direct to raise awareness and seek contribution to the project. The report was noted.

343 STANDING ITEMS

(i) BOSCAWEN PARK – DREDGING OF THE SWANPOOL – UPDATE

The Parks, Amenities and Facilities Officer stated there was no progress to be reported.

(ii) COMMITTEE WORK PLAN 2022-2025

A copy of the plan considered at the November Committee meeting was circulated for information. Following frustration expressed by a number of councillors, including lack of costing information because costs changed rapidly - the Parks, Amenities and Facilities Officer suggested replacing the current document with a 3 year capital maintenance plan and a separate 5 year project plan. Initially project costs would be 'guesstimates' but as projects developed information regarding project costs would be populated as it became available.

The Committee was generally supportive of the change in reporting, in addition a Member highlighted the urgency of scheduling and planning projects over 10 years, including the ability to take account of opportunities and challenges as they arose.

It was proposed by Councillor Mrs Eathorne-Gibbons (Chairman), seconded by Councillor Swain (Mayor) and

RECOMMENDED that the Committee Work Plan 2022 – 2025 be replaced by a 3 year costed capital maintenance and a 5 year plan setting out a project plan and list of projects.

344 INFORMATION ITEMS

(i) IDLESS NURSERY - PROJECT AND TIMELINE

It was reported by the Parks, Amenities and Facilities Officer that temporary heated benches made from pallets had been installed in the greenhouses; these would be phased out when budget allowed for their replacement in the forthcoming new financial year. Seed sowing was due to commence in the next two or three weeks. The report was noted.

(ii) EXCLUSION OF THE PRESS AND PUBLIC

It was proposed by Councillor Mrs Eathorne-Gibbons (Chairman), seconded by Councillor Roden and

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

(iii) CAFÉ IN THE PARK, BOSCAWEN PARK UPDATE

The report on the operation of the Cafe by Parks, Amenities and Facilities Officer was tabled at the meeting. The report had been requested by the Finance and General Purposes Committee at its meeting in September.

He firstly thanked colleagues Jo Trevelyan, Adrian Darch and Abi Steele for their assistance in preparing the report. He highlighted that net expenditure had reduced from -£20800 Nov-Jan 2022-23 to -£9081 Nov-Jan 2023-2. Further, net expenditure had changed from - £4479 for January 2023 to £1662 which included a day of record takings despite inclement weather and financial restrictions of customers after the festive period. The Chairman, on behalf of the Committee thanked the Parks, Amenities and Facilities Officer and Kimberley Chandler and their colleagues for their hard work and support.

During discussion the Parks, Facilities and Amenities Officer noted relevant utility bills for this site also served the scout hut and canoe hut and were in the process of assessment by the Finance Team so utility cost information was not available for this meeting. He confirmed this site was covered by the Council's insurance certificate. In response to a query about card payment charges he thought the Sum Up system was used which placed a 1% charge on all transactions, but he agreed to check this and respond to Councillor La Borde in due course. He confirmed at least 2 adult staff were on duty when a person under the age of eighteen years was working. Overall, the Committee welcomed the report and the progress which had been made in the café's operation since the autumn.

(iv) READMITTANCE OF THE PRESS AND PUBLIC

It was proposed by Councillor Mrs Eathorne-Gibbons (Chairman), seconded by Councillor Rabey (Deputy Mayor) and

RESOLVED that the press and public be permitted to rejoin the meeting following the conclusion of the confidential items.

It was proposed by Councillor Mrs Eathorne-Gibbons (Chairman), seconded by Councillor Rabey (Deputy Mayor) and

RECOMMENDED that:

1. The Café in the Park continue to trade for the next 12 months.
2. A further update report on the Café in the Park's operation be submitted by the Parks, Facilities and Amenities Officer and Responsible Finance Officer in 6 months' time.
3. If any significant issue arose in the meantime this matter be reported back to the Committee.

(v) PARKS AND AMENITIES MANAGER'S REPORT

The Parks, Amenities and Facilities Officer reported as follows:

- a. Work to restore the bandstand was on track for completion by the end of April before the commencement of the band concert programme in May.
- b. An application form to display at the Royal Cornwall Show had been received and would be completed shortly. The intention was to provide a horticultural display (Tuesday to Saturday) based on the products currently provided by

the Council. This would focus on a mini-bandstand decorated with hanging baskets, possibly featuring some entertainment. Promotional leaflets would be available targeting other parish councils and local people. The display plants would all be re-used in the Parks' Department's display. The stand would be manned by 2 members of staff. In response to a question, he undertook to provide a cost for producing hanging baskets. He also undertook to inform Councillor Mrs Carlyon the entry cost.

- c. The foundations were in place ready for the old café cabin in Boscawen Park to be moved to Victoria Gardens after the school half term holiday. It was intended that Pollen in the Park reopen for the Easter holiday.
- d. The ongoing improvements to the public convenience at Green Street had been delayed due to a shortage of materials; it was hoped the facilities would reopen by the end of April.
- e. The Leats had been flowing for 3 weeks and improvement followed Cormac work to reset the setts and prevent flooding outside of HSBC. A Councillor noted that 2 pieces of concrete outside of the Hall for Cornwall (a listed building) in Back Quay which had been installed by builders as part of the recent improvement works were still in situ and were impeding the flow of the Leats at this point.
- f. Councillor Roden, in his capacity as Chairman of Finance and General Purposes Committee (F&GPC) commented that a report on zero based budgeting would be submitted to the next F&GPC meeting on 12 February.

The report was noted.

It was proposed by Councillor Mrs Eathorne-Gibbons (Chairman), seconded by Councillor Swain (Mayor) and

RECOMMENDED that Cornwall Council, as landlord to the Hall for Cornwall, be asked to remove, or request Hall for Cornwall to remove, the concrete impeding the flow of water along the Leats.

345 **CORNWALL COUNCIL ASSET REVIEW IN TRURO**

Information about various pieces of land which Cornwall Council were proposing to be adopted by the City Council was considered. The Parks, Facilities and Amenities Officer highlighted land at Waterfall Gardens, Upland Crescent, Merrick Avenue, the west side of Claremont Terrace, adjacent to Courtney Road, Little Trehaverne and Hendra.

During discussion it was suggested that the land to the west side of Claremont Terrace had been identified as a potential railway passenger halt some time ago. Further it might form part of the recently proposed Mid Cornwall Metro line from Falmouth to Newquay (via Truro). General concern was raised at the potential cost to the City Council of any future land transfer. It was also suggested that this list was not complete and other significant areas of land had been identified for transfer by the former Town Clerk following the demise of Carrick District Council, and more recently such as the woodland at Rosedale, well at Rosewyn Hill and land to the front of the Moresk Centre.

It was proposed by Councillor Roden, seconded by Councillor Eathorne-Gibbons (Chairman) and

RECOMMENDED that:

1. Truro City Council agree in principle to the adoption of various parcels of land, subject to due diligence, at no or limited cost to the City Council.
2. The Parks, Facilities and Amenities Officer be requested to investigate firstly, this potential land transfer and secondly, ask Cornwall Council if there are any other pieces of land which might be included in a future transfer package.

346 CORRESPONDENCE

There were no matters of correspondence.

347 DATE OF NEXT MEETING – PARKS AND AMENITIES COMMITTEE

The next meeting was scheduled for Monday 4 March 2024 starting at 7.00pm.

The meeting closed at 8.25pm.

-----CHAIRMAN

Meeting to discuss single use plastics at Boscawen Park Cafe

Date: 8th February 2024

Present

Kimi (Cafe manager), Richard Budge, Councillors Lindsay Southcombe, Karen La Borde, Martha Green and Sarah Wetherill

Notes

Disposable cups

- Approximately 100 hot drinks are served each day at the cafe
- About 30-40 of these (depending on the weather) are in disposable cups for drinking in the outdoor seating area or further afield. A sizeable number of customers ask for a disposable cup even though they are drinking in the cafe. This is sometimes because they may need to leave the cafe in a rush if they have children outside but often because they prefer to drink from a paper cup.
- The reasons for not using crockery in the outdoor seating area are the potential for theft and breakages
- Kimi has managed to source paper cups which do not contain plastic and are compostable although this is probably only effective in an industrial grade composter. Although it means that they will not add to the plastic pollution problem they will have a carbon footprint through their manufacture and disposal.
- Kimi has purchased 400 reusable cups from Circular&Co which are branded with the Cafe in the Park logo. These cost the cafe £1.25 each and will be on sale at the cafe for an affordable price of £2.50. Customers will get a 20p discount on their hot drink when purchasing one. The hope/intention is that customers will bring their cup with them when they visit the cafe again. The incentive will be that each time a cup is reused the customer gets the 20p discount on their drink.
- There was a discussion about the operation of a returns system for hot drinks cups. Most returnable cups are made of polypropylene (a type of plastic) and are 100% recyclable. The ones offered by Circular&Co can be washed more than 500 times before wearing out and needing to be recycled. One of the key issues is non returns. This would affect viability as well as having the potential for the cups to end up in the plastic waste stream. Key to introducing a returns system is an easy-to-use deposit or penalty system priced at the right level to maximise take up. Systems can be manual (using cash deposits) or digital (which requires the use of a smartphone and relevant app) or a combination of both. Marketing and public engagement are key to ensure as high a take up as possible and maximise returns.

Single use bottles

- The cafe sells bottled fizzy drinks and water. Bottled water is popular due to demand from tennis court and other sports ground users and children using the play area. *150 bottles of water were sold in January, representing the biggest individual soft drink seller. Of these 68 were still water and 37 sparkling. This

provides an opportunity to encourage greater use of tap water. 159
miscellaneous children's carton drinks/canned drinks were sold in January.*

- The cafe will happily refill customers' own water bottles even if this is requested by those not buying food or drink at the cafe
- The cafe will also provide tap water in a glass (including for those not purchasing other items) if this is drunk in the cafe
- *There is a granite water fountain near to the cabin/storage area. The fountain will be more visible to those using the park/playing tennis when the cabin is removed. The option of investing in another outdoor bottle filling station can be considered in the future.* Key is sensitive marketing to encourage behaviour change.

Food containers

- Food sold for eating outdoors is provided in compostable containers and white paper bags

Plant based options

Vegan options in both savoury and sweet items have been introduced. A further meeting will be arranged to discuss this issue in more detail

Agreed actions

That a recommendation is taken to the March 2024 Parks and Amenities committee that the following actions are taken in pursuance of the Council's resolution 'that the new café (at Boscawen Park) avoids wherever possible the use of single use items':

- To apply a 20p discount on hot drinks to costumers bringing in their own reusable cups. This is in line with the discount to be offered on the reusable cups being sold at the cafe. The purchase of the reusable cups, their reuse at the cafe and the use of customers own cups will be recorded and monitored through the till system
- To trial the use of ceramic cups and plates in the outdoor seating area to cut down on the number of disposable items used
- Subject to budget make available in the cafe a glass canister water dispenser
- *Subject to budget purchase a small number of affordable water bottles for sale at the counter (preferably stainless steel)*
- To offer a discount on non-packaged food items where customers bring in their own container
- The cafe manager to research alternatives to bottled drinks including aluminium drinks cans
- The impact of the above actions will be monitored with a review report being brought to Parks & Amenities committee after 3 months.
- The option of introducing a returnable cups scheme to be considered after the 3-month review period when the impact of the reusable cups and drink discounts initiative is known.

It is further recommended that additional actions and initiatives to promote the cafe as a flagship 'sustainable' venue are pro-actively considered and implemented.

Notes made by Sarah Wetherill

** Notes/actions enclosed by asterixis made following the meeting in consultation with cafe manager.

Parks, Amenities and Facilities Officer's Report:

Victoria Gardens

The bandstand at Victoria Gardens was due to be painted last week but this is postponed due to the continuous rain that we've recently experienced. The panels have all been shot blasted and sprayed but the main up stanchions need to be painted on site. I am awaiting a further date for this work to be completed.

The wooden café unit is due to be relocated from Boscawen Park to its new position in Victoria Gardens. The foundations have been laid and a crane and transport will be undertaking the process on Wednesday 6 March.

The Park Attendant in Victoria Gardens has decided that he wants to reduce his hours down and only work weekends. Through the summer and winter, the Head Gardener and I reviewed the working hours, and a new position will be advertised to cover weekdays. This will include emptying the litter bins, litter collection, dealing with events that take place in the Gardens, along with locking up the Gardens at the end of the day and general cleaning & maintenance of paths.

Treffry Road Allotments

A meeting will be held at the new allotment site on Thursday 29 February with Meiloci. Plans will be considered and are all but ready for submission to Cornwall Council's planning authority.

Treffry Road

Fencing work is due to commence along the community fruit and nut orchard at Treffry Road after Easter in April. Truro in Bloom have secured funding to pay for the materials.

Spring Floral and Bulb Displays

We have received lots of positive comments and feedback via social media on our spring floral display and they seem to have very well received. A couple of photos taken on a rare sunny day are set out below.





RECOMMENDED:
That the report be noted.

Richard Budge
Parks, Amenities and Facilities Officer
28 February 2024