

TRURO CITY COUNCIL



*Town Clerk's Department
Municipal Buildings
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9 June 2021

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

Dear Councillor

NOTICE IS HEREBY GIVEN that a meeting of the Parks and Amenities Committee will take place on **MONDAY 14 JUNE 2021 at 7.00 pm** in the **Large Community Room, Second Floor, Truro Community Library, Union Place, Truro TR1 1EP** for the transaction of the under mentioned business:

AGENDA

1. **APOLOGIES**
2. **DISCLOSURES OR DECLARATIONS OF INTEREST**
3. **OPEN SESSION FOR ELECTORS OF TRURO RELATING TO ITEMS ON THIS AGENDA - VERBAL QUESTIONS (5 minutes)**
Members of the public wishing to attend this meeting should email info@truro.gov.uk
4. **MINUTES OF THE PARKS AND AMENITIES COMMITTEE MEETING HELD ON 12 APRIL 2021 HAVING BEEN BEFORE COUNCIL ON 26 APRIL 2021**
5. **TRURO TOWN DEAL BOSCAWEN PARK PROJECT** Appendix A
Report by the Town Clerk who will attend the meeting to present the report.
6. **BOSCAWEN PARK**
Electric Car Charging Point for Vehicles
To consider, in principle, the installation of an electric car charging point at Boscawen Park, subject to a report (including financial details) to be provided by the Town Clerk to the next Committee meeting on 13 July 2021.
7. **PUBLIC CONVENIENCES**
 - (i) **Update (standing item)** - To receive a general update at the meeting from the Compliance Officer (Minute 416 refers). Appendix B
 - (ii) **Installation of Changing Places Facility at Green Street – Project Update** (Minute 472 (12.04.21) refers). Compliance Officer to report at the meeting. Appendix C to follow.
 - (iii) **Public Conveniences - Working Group Membership**
To consider & recommend the working group's membership for the new Council. Compliance Officer to introduce.

8. **TREMORVAH PLAYING FIELD**
 - (i) **Application by Grasshoppers FC to Locate Second Container**

To consider the Club's application, to be introduced by Parks, Amenities and Facilities Officer.
 - (ii) **Playpark Equipment**

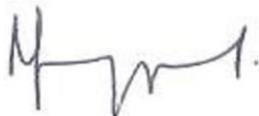
Parks, Amenities and Facilities Officer to update the Committee on the current position regarding the Playpark & future consulting (Minute 367 (08.02.21) refers).
9. **VICTORIA GARDENS**

Trial operation of Refreshment Facility
Report from Parks, Amenities and Facilities Officer updating members on the trial operation of a refreshment facility. Previously reported to the Committee for information in the Parks, Amenities and Facilities Officer's report on 8 February & 12 April 2021.
10. **BOSCAWEN PARK AND THE SWANPOOL**

Dredging of Swanpool – Update (Standing Item)
Parks, Amenities and Facilities Officer to report (Minute 477 (12.04.21) refers).
11. **IDLESS NURSERY - PROJECT UPDATE**
Parks, Amenities and Facilities Officer to report (Minute 478 (12.04.21) refers).
12. **PARKS, AMENITIES AND FACILITIES OFFICER'S REPORT** Appendix D
Report from Parks, Amenities and Facilities Officer relating to any information for Members that does not require a recommendation.
13. **PARKS MANAGER'S REPORT** Appendix E
Report from Parks Manager relating to any information for Members that does not require a recommendation.
14. **LETTERS OF APPRECIATION**
15. **CORRESPONDENCE**
16. **DATE OF INFORMAL ANNUAL INSPECTION OF VICTORIA GARDENS AND BOSCAWEN PARK**

Monday 12 July 2021
Members are requested to meet in the car park area under the viaduct at Victoria Gardens to leave promptly at 6.30pm. The Inspection will finish at Boscawen Park.
17. **DATE OF NEXT MEETING – PARKS AND AMENITIES COMMITTEE**

Tuesday 13 July 2021
(i) The venue for this meeting will be confirmed in due course.
(ii) The agenda for the next Parks and Amenities Committee to be held on Tuesday 13 July 2021 will be prepared on Thursday 8 July 2021. In accordance with Minute 302 (03.12.12), should a member wish an item to be included on this agenda please inform the Town Clerk's office by Wednesday 7 July 2021 as no items other than those on the agenda can be considered at the meeting.



ROGER GAZZARD
TOWN CLERK

Truro Town Deal Boscawen Park Project:

Background

In July 2020 the Committee considered a report on the potential projects that the Council could submit to the Town Deal Board for inclusion in its grant application to the government:

The Committee RECOMMENDED to Full Council that: Truro City Council would welcome the inclusion of a bridge between Newham & Boscawen Park, & on that basis, the Council would want to develop a project which was making the best & most productive use of the old Nursery site; including an element which enhances the play equipment & other sporting access & facility on Boscawen Park.

The City Council on 7 December 2020 resolved:

That the City Council agrees to the objectives of the Boscawen Health and Wellbeing Hub project and agrees that it is included in the portfolio of projects for the bid submission to the government.

The objectives were listed in the report as:

- To create an indoor sports and activity hub.
- To create a botanical house and horticultural showcase.
- Improve the changing facilities for users of the sports pitches.
- Improve the playing surfaces of the sports pitches.
- Provide a hospitality area, including bar and café.
- Improve the flood protection adjacent to the river.

The Project was duly included in the Town Investment Plan submitted to the government in January 2021. The financial size of the Project was quoted in the Town Investment Plan as a gross £7.76m with a Towns Deal ask of £5.57m. In April the government awarded a total of £23.6m against an application of £24.9m (approx. 95%). The Town Deal Board has yet to decide how the individual projects grants will be adjusted to reflect this.

On 6 June the Towns Deal Board, together with Cornwall Council, signed a Heads of Terms agreement with the government to accept the offer of grant.

This put in train the next stage of the process which is the detailed business case. There is a prescribed format and content for this document which must comply with the requirements of HM Treasury Green Book. This has to be completed and submitted in one year.

Roles of the City Council

The City Council has two roles:

- Owner of the site
- Lead Organisation for the delivery of the project

During the next year we will therefore play a lead role in the development of the business case. However, we will have help and expertise available to us. Cornwall Council is currently procuring advisors to help the four Towns involved in Cornwall develop their projects and there are also government advisors available.

Purpose of this Report

The City Council now has to put in place a structure to deliver the business case and thereafter build out the project. I have recommended in Appendix 2 an initial structure which will undoubtedly evolve over the coming months and years.

As you can see, I am recommending that a working group of Councillors is selected to lead the Project and act as the point of contact for development teams, external partners, the Towns Deal Board, and advisors. Whilst this Group will report to the Parks & Amenities Committee it will be beneficial to have expertise in finance and planning within its membership. A draft Terms of Reference is included in Appendix 1.

Staff Resources

The Council approved in September 2020 that we employ a part time (three days per week) assistant administrator for a period of one year to release current staff to carry out the Towns Fund work, which at that time related to the delivery of the accelerator fund projects, and to increase by three and a half hours per week an existing part time assistant administrator role, again for a period of one year.

The three day per week role has been filled. Costs have been recovered. With the government approval of the Town Investment Plan, we are now looking forward to the development of both the Boscawen Park project and the New Life for City Buildings Project. It is clear that to carry out our role in this work we shall need inhouse staffing resources, both for the business planning stage and ongoing to the development phase which will last until 2026. I am therefore recommending that the above arrangement is made permanent the costs of which are recoverable from the Towns Fund grant

The work we will carry out in-house will include: -

- Manage the secretariat function of the Boscawen Park Project working group and the project groups.
- Manage the secretariat function for the Truro Development Corporation shareholder group.
- Liaise with stakeholders in both projects including, Truro Development Corporation Board, Environment Agency, Cornwall Council, Truro Towns Deal Board.
- Liaise with government and Cornwall Council advisors.
- To advise all groups of the reporting requirements for the City Council.
- To ensure the groups meet the monitoring and evaluation requirements of Cornwall Council, both during the Business Case stage and the construction phase of the projects.

Recommendations

1. That the Council form a Boscawen Park Project Working Group with Terms of Reference as shown in Appendix 1.
2. That the Committee recommends to the Finance and General Purposes Committee that the current temporary staffing changes are made permanent with costs being met by the Towns Fund Grant.

Roger Gazzard
Town Clerk
8 June 2021



Enclosure 1

Truro City Council Boscawen Park Project Working Group

Terms of Reference

Truro City Council

Purpose

The Working Group has the core purpose to be the primary group dealing with matters relating to the above project.

Aims and Responsibilities:

The aims of the Working Group are:

- To work with the project groups engaged on the various construction schemes within the scope of the project.
- To work with other stakeholders, eg. Towns Deal Board, Environment Agency, Cornwall Council, Royal Horticultural Society.
- To consider additional funding alternatives.
- To monitor and evaluate progress of both the Business Case and the construction programme.
- To review and recommend the acceptance of tenders.

Authority:

Set up in accordance with Standing Order 5 and although a working party of the Parks and Amenities Committee, the Group will comprise of members across the entire Council.

The Group will report back to the Parks and Amenities Committee with recommendations, as necessary.

Membership:

The membership of the group will draw on capable and enthusiastic Councillors, TCC staff and members of the public/ local businesses. At a minimum, membership of the Group will include the Chairman and Vice-Chairman of the Parks and Amenities Committee, the Parks, Amenities and Facilities Officer and one representative from each of the other standing committees. The Group's membership will not exceed 6 Councillors.

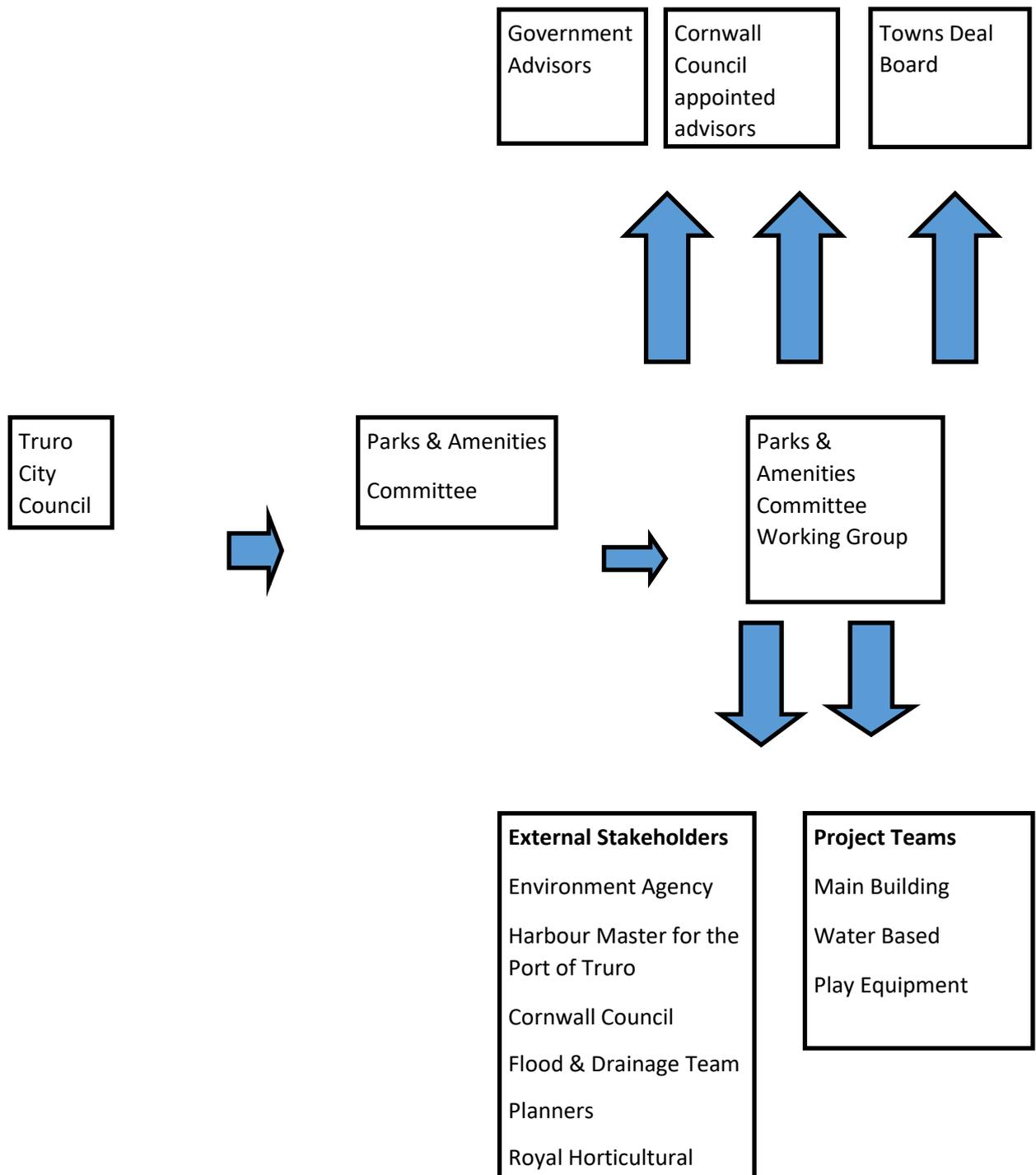
A Chairman and Vice-Chairman will be appointed at the initial meeting of the Group.

Meeting schedule and ways of working:

The Group will hold at least one meeting a month (unless the Chairman decides that the agenda does not warrant a meeting), and report quarterly to the Parks and Amenities Committee.

The Group will decide how best to meet; digital platforms are permitted.

Relationship Structure for Boscawen Park Project



Public Conveniences – Update

Current Toilet Provision

The current toilets that are in service are

Town:

Lower Lemon Street	(Men's, Ladies and Disabled facilities)
Old Bridge Street Car Park	(Men's, Ladies and Disabled facilities)
The Leats	(Men's, Ladies and Disabled facilities)
Moorfield Car Park	(Men's, Ladies and Disabled facilities)

Parks:

Hendra Playground	(Men's, Ladies and Disabled facilities)
Victoria Gardens	(Men's and Ladies facilities)
Boscawen Park	(Men's, Ladies and Disabled facilities)

All the toilets are opened between 6.30am – 7.00am

All the toilets are closed between 6.00pm – 7.30pm

Public Conveniences – Closures

The Green toilets remain closed awaiting the new Wallgates to be fitted. Wallgate were on site on Monday 7 June to do some preparations and we are currently pushing for an installation date. Once the new units have been installed, the toilets will be reopened.

The toilets in Old Bridge Street Car Park were opened late on Tuesday 8 June. The previous evening, travellers with 2 caravans parked in the disabled bays in the Car Park. The travellers were not a nuisance, but they created a large amount of rubbish that had to be cleared to make the toilets accessible.

The water leak at Moorfield Car Park Gents toilets was repaired so the facility could be reopened on 19 May 2021.

Nuisance behaviour

The Council continues to receive calls about littering, graffiti, public drinking, and general anti-social behaviour at various locations around Truro. We encourage those people to report to the Police and we actively take part on the Truro Safe meetings as well as reaching out to the Police directly.

Particular areas we have reports about include Waterfall Gardens, Hendra Park, Skate Park, Tremorvah Playing Fields and we have requested help from the Police in terms of visits from the Anti-social Behaviour Officer, Tom Styles.

Nuisance behaviour in and around the toilets is at a relatively low level, however, there is still a congregation of street drinkers positioned around the toilets at The Green most days. The impact of this seems smaller now the Town is busier.

RECOMMENDED:

That the report be noted.

Kate Bell
Compliance Officer 9 June 2021

14 June 2021

Item 12

Parks, Amenities & Facilities Officer's (PAFO) Report:

Boscawen Park

Sport – Football & cricket bookings have been processed as usual in line with the Council's requirements for Covid-19 by the Compliance Officer & PAFO's Secretary.

The following permissions for **use** were granted since the last meeting:

- Cinnamon Yoga – Yoga class Tuesdays 16:30-18:30 27 04 to 20 09 21.
- Bodhi Fitness - Fitness class Thursdays 11:00 -12:00 noon 29 04 to 30 09 21.
- Pound in the Park - Exercise class to music. Fridays 18:00 – 19:05 29 04 to 30 09 21.
- Truro Canoe Club – Use of top car park 27 06 21 07:00 – 11:00 Start & Finish Annual Fal Hasler Kayak Race. Permission was recommended for approval, subject to terms & conditions, by the Committee on 12 April & ratified by Council on 26 April.

Tennis Courts -The LTA relaunched the Truro Local Tennis League from 10 June.

Coosebean

Truro Community Football Sessions run by Truro City Football Club have been organised at three locations in the City of Truro by the Community Development Officer. One of these sessions will take place on Saturday 26 June 2020 from 10:00 – 15:00 on the flat field off Cornish Crescent. The use booking has been processed in line with the Council's requirements for Covid-19 by the Compliance Officer & PAFO's Secretary.

Friends of Coosebean – On 28 04 21 a virtual meeting was held. The meeting was led by the Countryside Ranger working with the Community Development Officer & was the first meeting in the process of developing a draft constitution to enable the group to go forward on a more formalised basis, which, amongst other things will enable other opportunities such as access to funding opportunities, not otherwise available. The Friends of Daubuz Moor did the same at a meeting on 29.04.21.

Countryside Ranger Team

In April a student from Exeter University joined the Team as part of their Geography Degree. They helped protect vulnerable areas with woven natural Hazel fencing on the enchanted trail in Coosebean, to encourage the public from straying away from the paths. They were involved in a lot of the Team's work and learnt a la variety of new practical skills and specific woodland management knowledge.

Native wildflower patches in the woodlands are being managed. This has included reseeding with native seed which is germinating very well and watering as necessary. Bluebells and many other native wildflowers are starting to show in the woodlands. Trees acquired from the Woodland Trust through local schools have needed a lot of attention by repotting before planting & watering on site. New signs and notice boards have been made & installed in Coosebean Woodland and, regular friends groups meetings have taken place generating requests (& responses to) local users. A tawny owl box made by a local resident has been installed on Coosebean Meadows alongside more bird and bat boxes. Finally, work has begun on tackling invasive species early in the season to try and reduce the use of pesticides.

Friends of Daubuz Moor

On 29 04 21 a virtual meeting was held. The meeting was led by the Countryside Ranger working with the Community Development Officer & was the first meeting in the process of developing a draft constitution to enable the group to go forward on a more formalised basis, which, amongst other things will enable other opportunities such as access to funding opportunities, not otherwise available.

Maintenance Team

The Team have recently undertaken the following works:

- Construction of the new access road to the top of Nancemere Allotment Site is now complete.
- Works to the small car park in Boscawen Park (at the cricket club end of the park) took place w/c 28 May 2021. The car park reopened once the concrete had set & the gravel surface was levelled off the following week.

- Repairs to play park at Tremorvah Playing Field (following vandalism).
- Regular repairs to public conveniences in the town & parks & gardens.

Parks Machinery & Equipment & Vehicle Plant Renewals Fund

Vehicles - The delivery of new vehicles has been delayed due to backlog: The Ford Courier was expected mid-June. The Ford Ranger was expected mid-July. The Ford Connect is still TBC.

Friends of Redannick Park

Redannick Park – Play Park

During the week commencing 10 May, TK Play, the Council's contractors completed Agriflex surfacing of the new paths around the Play Park. The Maintenance Team are due to soil up & seed around the sides of the path & remove the old play strip surface in the centre of the Park.

War Memorial – Boscawen Street

The Town Clerk had made a report to the last Planning Committee meeting about the replacement of the metal work surrounding the war memorial. This was supported by the Planning Committee. The Royal British Legion now have permission to go ahead.

Truro City Council – Garden & Allotment Competition 2021

Entry forms are now available for this annual competition, which is running, subject to any Covid-19 restrictions. Information is available on the Council's website & social media & also available from the Parks office & Tourist Information Centre (Visit Truro) & Parks Office. The deadline is Friday 18 June & entries can be sent to parks@truro.gov.uk

RECOMMENDED:

That the report be noted.

Richard Budge
Parks, Amenities & Facilities Officer's Report:
9 June 2021

Parks Manager's Report:

Boscawen Park Nursery

Planting has started in all Garden areas, so thankfully the Nursery is starting to empty.

We have had a particularly bad growing year this year and generally we are about two weeks behind.

There has been more shrub and perennial production over the last twelve months. These plants are being used on garden areas throughout Truro and being added to contract jobs.

Our perennial, sustainable production is on the increase and is proving to be quite successful.

The wooden greenhouse at Boscawen Park, once emptied will be closed, to prepare for the move to the new nursery at Idless.

Boscawen Park

Cricket and Football currently is still underway.

The flower beds are being planted, tidied, and watered regularly.

Around the pond area, new perennial beds have been made, along with extra planting in the mixed borders.

General summer maintenance is now underway.

Town Areas

Planting is fully underway, along with the putting up of hanging baskets.

General planting is going ahead, although it is a little slower this year. The weather during the early growing period has not helped, with plants generally behind by about two weeks. The planting process is a little slower also, due to Covid safe working practices.

Pydar Street has a few empty beds, which will be filled in the near future, once the new Basket Trees have been installed.

Wild Truro

There is a new bed growing at the bus shelter on St Clement Street, this was funded by a donation recently and a plaque will be put into place.

The Public Cemetery, at the very top has a new wildlife friendly garden. There are added areas of annual pollinator friendly flowers. These are seeded in swathes and will cut down on the mowing.

Victoria Gardens

Planting here is now finished.

The Head Gardener is continuing with rubbish clearance and general upkeep of the gardens.

Newly cleared areas have started to rejuvenate now that the temperatures are a little better and the new hedge is establishing nicely.

The Head Gardener is making work plans and designing some replanting and development just below the bandstand. This will be done at the end of this year into 2022.

Polyanthus have been ordered and the plans are together for the winter/spring bedding planting. This is the same for all Truro Parks.

RECOMMENDED:

That the report be noted.

Liam Shoesmith
Parks Manager
9 June 2021