

TRURO CITY COUNCIL



*Town Clerk's Department
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6 October 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 11 OCTOBER 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 6 SEPTEMBER 2021 HAVING BEEN BEFORE COUNCIL ON 27 SEPTEMBER 2021**
5. **MINUTES OF THE ZERO CARBON WORKING GROUP MEETING HELD ON 22 SEPTEMBER 2021** Appendix A
To receive the Minutes of the first meeting of this working group and consider making recommendations on to Council as appropriate in the attached report.
6. **CHAIRMAN'S REPORT**
To receive a report at the meeting.
7. **PUBLIC CONVENIENCES** Appendix B
Update (standing item) - To receive a general update at the meeting from the Compliance Officer. Minute 106 refers.
8. **VICTORIA GARDENS - THE LEATS**
To report a request from a member of the public to organise a team of volunteers to clear weed and litter from the Leats which are awaiting dredging works. Minute 163 refers. Parks, Amenities and Facilities Officer to update the Committee.

9. **TREMORVAH PLAYING FIELD –**
(i) Truro City Council Bonfire and Fireworks Event – 5 November 2021 Update
Parks, Amenities and Facilities Officer to update the Committee. Minute 156 refers.
(ii) Consultation 2021 Update
To note a survey of the local community has begun to find out about the current use of the playing field and what people think about some ideas to include in a draft plan for future use. The closing date is Friday 29 October 2021. The results of the survey, together with a draft plan, will be reported to the Committee and any recommendations considered by Council before a final plan is agreed. Parks, Amenities and Facilities Officer to report. Minute 33 refers.
10. **BOSCAWEN PARK AND THE SWANPOOL**
Dredging of Swanpool – Update (Standing Item)
Parks, Amenities and Facilities Officer to report. Minute 109 refers.
11. **IDLESS NURSERY - PROJECT UPDATE**
Parks, Amenities and Facilities Officer to report. Minute 110 refers.
12. **PARKS, AMENITIES AND FACILITIES OFFICER’S REPORT**
Appendix C to follow
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 D
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 NEXT MEETING – PARKS AND AMENITIES COMMITTEE**
Monday 15 November 2021
The agenda for the next Parks and Amenities Committee to be held on Monday 15 November 2021 will be prepared on Wednesday 10 November 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 Tuesday 9 November 2021 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 ZERO CARBON WORKING GROUP HELD ON
WEDNESDAY 22 SEPTEMBER 2021 AT 6.30 PM IN THE TRAINING ROOM, FIRST
FLOOR, TRURO COMMUNITY LIBRARY, PYDAR STREET, TRURO**

PRESENT: Councillors Green, La Borde, Sealy (Chairman from Minute 4) and Southcombe.

ALSO PRESENT: Webb (Mayor).

APOLOGIES: Goodman.

Also in attendance: Richard Budge – Parks, Amenities and Facilities Officer.
Cheryl Simpson – Parks Department Administrator.

1 WELCOME AND INTRODUCTION

The Mayor welcomed everyone to the first meeting of the Zero Carbon Working Group.

2 DISCLOSURES OR DECLARATIONS OF INTEREST

The following declaration of interest was reported during Item 5 Working Group Terms of Reference (Minute 5 refers). Councillor Southcombe declared an interest as a member of Transition Truro.

3 APPOINTMENT OF CHAIRMAN

Councillor Sealy was nominated to the position of Chairman of the Zero Carbon Working Group and accepted the nomination.

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

RESOLVED that Councillor Sealey be elected Chairman from 22 September 2021 until the Council's Annual General Meeting in 2022.

Accordingly, Councillor Sealy thanked Members for his election

4 APPOINTMENT OF SECRETARIAT

It was noted that the Clerk to the Working Group was the Parks Department Administrator (Secretary to the Parks, Amenities and Facilities Officer and Clerk to Parks and Amenities Committee).

5 WORKING GROUP TERMS OF REFERENCE

Appendix A

Members were requested to review the Terms of Reference agreed by Council on 26 July 2021 and recommend any changes to the Parks and Amenities Committee.

It was generally agreed that Members take time following this meeting to undertake their own research so that this item could be fully discussed by the Group at the next meeting with a view to making appropriate recommendations. Members felt they should take time to fully consider the terms of reference before the Group began its work.

During initial discussions, a number of points were made including:

- i. The Parks, Amenities and Facilities Officer suggested once the review process was complete the terms of reference could be reviewed after about 3 meetings.
- ii. The Parks, Amenities and Facilities Officer advised some initial basic research had begun by the Administrator on existing sources of information available on-line and e-links would be circulated to the Group to aid their research. On-going work in the Helston area was highlighted by a Member as a point of interest.

- iii. The Parks, Amenities and Facilities Officer reminded Members the scope of the Working Group was not limited to the Parks Department but extended across the whole Council. Within the Parks Department work to construct the new tennis pavilion was expected to begin in the autumn. The new Fozzard's Field Nursery was nearing completion and he highlighted the new rainwater harvesting system. He noted that ground source heating had been considered at the old Nursery site at Boscawen Park, but it was not suitable for use in polytunnels because ground source heating built up over a period of time and instant heat was required. Later in the discussion, a Councillor suggested work could link back to work which had previously taken place in the Council and asked where this information could be found. The Parks, Amenities and Facilities Officer responded this information was not located in just one place, but he could provide further information to the Group following the meeting. He noted this included the consideration of electric vehicles when several vehicles in the Parks Department required replacement. At that time a new electric vehicle (excluding charging point) had been quoted as £49K and scrappage cost after 10 years had been considered prohibitive. Instead, petrol driven vehicles had been purchased (leading to a reduction in engine emissions).
- iv. The Parks, Amenities and Facilities Officer also highlighted his concern regarding the current limited capacity of officers to support the Group. In particular, he highlighted ongoing work to complete the new nursery development, the on-going new tennis pavilion project and the Towns Fund Project bid work. He suggested the Council may need to consider employing outside expertise in the area of zero carbon in the future.
- v. Several Members suggested biodiversity should be considered for inclusion within the 'Purpose' of the Working Group. The view was expressed there was a biodiversity emergency, in addition to a climate emergency. It was also noted the original author of the terms of reference (former Councillor Mainwaring-Evans) had thought that this was too complicated an issue to fit within the scope of such a working group.
- vi. A Member considered natural climate solutions and carbon offsetting was missing from the terms of reference.
- vii. It was suggested the generation of electricity, not just the reduction of carbon could be considered by the Group. In response, the Parks, Amenities and Facilities Officer advised (following significant work) a proposal to install solar panels on the roof of the Municipal Buildings had been rejected by the City Council's Planning Committee and refused planning permission by the Local Planning Authority (prior to the ongoing works to the Hall for Cornwall, which affected the Municipal Buildings). Since then, the City's Council's estate and assets had grown leading to further potential opportunities to be explored.
- viii. In acknowledging the different remits of the Parks and Amenities and Finance and General Purposes Committees, a Member suggested the Council might need to consider 'costs v carbon reduction'. Recommendations to the Finance and General Purposes Committee might therefore need to be considered by this Group. It was noted the Parks and Amenities Committee could make recommendations directly to Finance and General Purposes Committee.
- ix. A Member highlighted the importance of undertaking small steps in beginning the journey of reducing the Council's carbon footprint. He also cautioned against the City Council duplicating what Cornwall Council was already doing. During the previous Council, a small group of interested Councillors had worked with former Councillor Mainwaring-Evans, the author of the 'Truro City Carbon Audit and Report 2019/20' which had been circulated to the Group in advance of this meeting. The Parks, Amenities and Facilities Officer advised preparation work for the report included assessing car fuel usage and machine usage (including oil-powered machinery and battery-powered machines). Battery-powered machines had been used at the Duchy Hospital for some time as part of ground maintenance contract work, due to the

proximity of working close to operating theatres etc. Battery-powered machines were prone to increased vibration, but this was monitored in relation to impact on staff. The Chairman agreed a further copy of the report be circulated to Members for information following the meeting. [Done 05 10.21.]

- x. Councillor Southcombe suggested inviting a representative of Transition Truro (of which she was a member) to join the Working Group in the future. She stated this body was already working to develop a climate plan for Truro which covered such elements as transport, food, waste, and emissions. At this point Councillor Southcombe declared an interest as a member of Transition Truro. The Chairman suggested Councillor Southcombe could report back on its work to inform future meetings.
- xi. It was suggested Truro Youth Council (established during the previous Council) be invited to nominate a representative to join the Group.

This matter would be discussed further at the next meeting.

6 OPERATION OF FUTURE ORDINARY MEETINGS OF THE WORKING GROUP

Members were requested to consider the following matters and make recommendations to the Parks and Amenities Committee as appropriate.

(i) Dates, Times and Format.

Members generally preferred the format of face-to-face meetings but acknowledged the efficiencies of using virtual meeting platforms which were evident during the on-going pandemic, as an alternative format. Councillors also considered the possibility of holding meetings on the same evenings as other Council meetings. Overall, a blend of meeting formats was considered to be the best practical option. A Member also highlighted the potential carbon footprint of using virtual meeting platforms.

In conclusion, it was proposed by Councillor Sealey, seconded by Councillor Pascoe, and:

RECOMMENDED that:

- a. The Working Group take a flexible approach to future meeting format, using a blend of both face-to-face and virtual meetings (such as the Zoom meeting platform).
- b. The format of meetings be monitored and reviewed by the Group at a future meeting.

It was generally agreed that meetings be scheduled for Wednesdays, starting at 6.30pm and this arrangement also be kept under review in the future

(ii) Participation of Electors of Truro

Following discussion, Members generally favoured the flexibility provided by informal meetings, rather than the more formal, bureaucratic operation of meetings taken by Council Committees. The Minutes of Working Group meetings would be reported on to the Parks and Amenities Committee including any recommendation made by the Working Group. Electors would be able to ask questions relating to items on the Committee agenda, as usual. It was generally agreed that, following the approach agreed at (i) above, not to have a standing item for the participation of electors at this time.

(iii) Attendance by Members of the Press and Public

It was generally agreed that, following the approach agreed at (i) above, the Group could consider inviting the public and press to attend future meetings as determined by its future work.

(iv) Advance Notice Period given for the Despatch of Agenda to Working Group Members

The Group agreed meeting papers should normally be sent to Members three clear working days in advance of the day of the meeting, not including the day of despatch.

(v) Inviting Non-Councillors to join the Working Group as Non-voting Members

As discussed in the preceding item, Working Group Terms of Reference, this matter would be considered further at the next and future meetings.

(vi) Inviting Non-Councillors to attend Individual Meetings on a Topic or Subject Basis, as Determined by any Future Work Programme

Following discussion in the preceding item, this matter would be considered at future meetings when the Group was planning its work

(vii) If a Work Programme be Drafted for Consideration at a Future meeting

The Parks Administrator explained a work programme could be developed in the future, updated and reported to future meetings as a tool to aid the management of the Group. Members agreed this could be considered in the future as appropriate.

6 SCOPE OF WORKING GROUP

Appendix B

Members considered a draft scoping document which could be updated as the Working Group developed. It was generally agreed this document was useful and suggested it could be uploaded to the Council's website. It was noted a new website for the Council was under development and there were plans for an intranet which could enable the publication of relevant information to Councillors, members of staff the public.

7 ANY OTHER MATTERS RELEVANT TO THE WORKING GROUP

(i) Work Group Paperwork

It was suggested by a Councillor that the Group consider in its future operation reducing the amount of paper it used or 'going paperless'.

(ii) Carbon Tax Motion - Council meeting 26 September 2021

Councillor La Borde reported that Members would be asked to consider a formal motion, proposed by Councillor Unwin and seconded by Councillor La Borde, to call for a comprehensive carbon tax with a citizen dividend, to be agreed at the 2021 Climate Change Conference (COP26) at the next Council meeting.

(iii) Video

The Mayor suggested that a particular videoclip (available to view on You Tube) might be of interest to members of the Working Group. The Administrator would circulate a link to the Group following the meeting.

**8 DATE OF NEXT MEETING – ZERO CARBON WORKING GROUP
Wednesday 20 October 2021**

It was agreed that the next Working Group meeting take place virtually on Wednesday 20 October 2021 starting at 6.30pm using the Zoom meeting platform. Councillors were requested to contact the Chairman (and Administrator) with any suggestions for agenda items to be considered at the meeting to be received by 12 noon Wednesday 12 October 2021. The meeting programme (agenda) would be circulated to the Group on Thursday 7 October. This meeting would focus on reviewing the terms of reference following individual research by members of the Group and making recommendations to the Parks and Amenities Committee as appropriate.

The meeting closed at 7.35 pm.

-----CHAIRMAN

Public Conveniences Update

Current Toilet Provision

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

Upcoming Closures

Deep cleans of the toilets are due to be undertaken on the warmer days (to allow drying time). This will mean individual toilets will be closed for an hour or so while the cleaning is undertaken.

Following the issues raised last month, the Council's Building Facilitator is working with electricians and plumbers to go through our public convenience assets and make any repairs and adjustments that are necessary. This may involve short term closures which my Team along with the Building Facilitator, will endeavour to minimise.

In the longer-term Green Street toilets will be closed for the Changing Places facility installation but that will not be for some time. We are currently reviewing plans with Disability Cornwall before we can move to the next stage. The works will be planned for a quiet period and will be well publicised.

Nuisance Behaviour

There has not been a rise in nuisance behaviour witnessed in the toilets in the Town. There is, however, an increase in the evidence of drug taking (abandoned drug paraphernalia, plastic wraps, bloody tissues etc) in many of the toilets. The Toilet Team collect this safely using litter grabbers and sharps boxes.

We are continuing to work with Truro Safe to make them aware of activity and We are with you (formally Addaction) about needles being found.

The main areas that nuisance behaviour is being reported in are Furniss Island and Victoria Gardens.

We continue to receive reports about nuisance behaviour from members of the public and request that they report them to the Police via the chat function on the Devon and Cornwall Police website.

RECOMMENDED:

That the report be noted.

Kate Bell
Compliance Officer
6 October 2021

Parks Manager's Report:

As we move into the winter months the Parks Department is starting to see light at the end of the tunnel. I just hope that the light we see isn't someone with a torch, carrying a list of more jobs!

October through until February provides the Department with the opportunity to catch up where we are behind due to the last eighteen months to two years.

We hope over the winter months to restart "Wild Truro" making areas for wildlife and reducing our levels of maintenance. The Public Cemetery and Furniss Island are two areas we intend on developing. We already have an offer of sponsorship for a wildlife bed at the Cemetery.

Boscawen Park

- Football is now underway, and the cricket square has had its full renovation work carried out.
 - The cricket square received minimum work last year, so has had a more thorough job done this year. We intend on working on the square throughout the winter, with even more seeding in the spring.
 - Football has been a struggle this year to get up and running as the season was extended into June. However, games are being played and the pitches are in reasonable shape all things considered.
- The End of Season Plant Sale was a great success this year raising £660.51 for the Mayor's Charity Invictus Trust. A big thank you to office staff who donated their time for free to help with the sale. I would not have managed without their help.
- The beds will now be ripped out and prepared for the winter/ spring planting. Planting will start in the next couple of weeks.
- Work will continue in the mixed borders around the park, including the pond area.
- Finally, we now have a new Parks Operative in post. The role started on 1 October and will involve out of hour duties carried out throughout the parks and gardens.
 - Based at Boscawen Park the new operative will empty bins and litter pick, deal with sports (also doing some groundman work), clear paths, safety check play equipment, provide security and cover for sickness and holiday.
 - Although this operative is based at Boscawen Park, he will be involved all over Truro, including Hendra Skate Park and Victoria Gardens.
 - Already this role has considerably eased the workload, filling missing gaps and freeing up a regular sixteen man-hours in its first full week.

Victoria Gardens

- Work is continuing, clearing area to let more light into the gardens, with planting plans for perennial borders.
- The Head Gardener is working on the waterfall area in the middle of the gardens with the Rotary Club. Planting plans have been drawn up and plants are being sourced.
 - We're also hoping that some form of liner will be placed into the pools, to help reduce water loss. This will, all being well, be donated by the Rotary Club before January 2022.

- Plans are in place to work on the old conifer bed near the bandstand. This work will be carried out in early 2022.
- The dead Griselinia hedge will be replaced this winter.
- Beds are being ripped out and being made ready for winter/ spring bedding displays.
- The summer Skate Park Attendant role came to an end at the end of September and a big thank you to him for his work at the end of the summer after a very difficult start of the year.
 - The antisocial behaviour has reduced in the area and throughout the Attendant's time there, the Park looked a lot tidier.
 - It is hoped that the new operative role will keep things tidy during the winter months.

Boscawen Park Nursery

- We're now working without our main propagation house, but the team have managed to produce the plants needed for the winter bedding displays.
- Summer planting is being planned for, working on changing our techniques to accommodate the Nursery move. Plans will be finalised in early November and summer bedding plants ordered before the end of November.
- There are a few delivery issues, but we are coping at this time. We have topped up the compost supplies and at this time we are in a good position to cope.

Town

- As with all sites, the summer bedding is being ripped out ready for winter displays.
- There is a problem getting hold of organic matter this year, which is used to raise the level of the flower beds. We're now looking at other means of improving the beds.
- Contract work is continuing and has moved into its winter regime. The Newham Business Improvement District (BID) work will finish in November, with the hope of continuing our work there in the spring. There are plans at Newham to do more perennial planting and I have been working with Newham BID on this project.
- Furniss Island has been a particular problem this year. We're working with nearby residents, police, the Mayor, the Chairman of Parks & Amenities Committee and many others on improving the site and reducing the levels of antisocial behaviour.

It has been a difficult year, but we're now moving forward, rather than treading water. We still need to adhere to Covid guidelines but we're working with it.

Please contact me via the Parks Office if you have any questions or queries.

RECOMMENDED:

That the report be noted.

Liam Shoesmith
Parks Manager
5 October 2021