

# TRURO CITY COUNCIL



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8 July 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 **TUESDAY 13 JULY 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](mailto:info@truro.gov.uk)
4. **MINUTES OF THE PARKS AND AMENITIES COMMITTEE MEETING HELD ON 14 JUNE 2021 HAVING BEEN BEFORE COUNCIL ON 28 JUNE 2021**
5. **INFORMAL ANNUAL INSPECTION OF VICTORIA GARDENS AND BOSCAWEN PARK MONDAY 12 JULY 2021**  
Chairman and Parks, Amenities and Facilities Officer to report back on any matters which require consideration at this meeting. The Notes of the Annual Inspection will be reported to Council on 26 July and considered at the next Committee meeting on 6 September 2021.
6. **HEALTH AND SAFETY AT WORK – PARKS AND AMENITIES DEPARTMENT**
  - (i) Update regarding the on-going coronavirus pandemic (Minute 471 (12.04.21) refers) – To include an update on the forthcoming change in government guidance. Compliance Officer to report. Appendix A To follow
  - (ii) Training of Staff – Parks, Amenities and Facilities Officer to report.
  - (iii) Parks and Amenities Department – Report of any Recent Accidents – Compliance Officer to report.
  - (iv) Shop Steward, Unite Representative - In the absence of a Shop Steward, Unite Representative, Parks, Amenities and Facilities Officer to report.
  - (v) Parks and Amenities Department and Unite Health and Safety Representative – In the absence of a staff and Unite representative, Parks, Amenities and Facilities Officer to report.

7. **PUBLIC CONVENIENCES**
  - (i) **Update (standing item)** - To receive a general update at the meeting from the Compliance Officer (Minute 37 refers). Appendix B
  - (ii) **Installation of Changing Places Facility at Green Street – Project Update** (Minute 37 refers). Compliance Officer to report at the meeting.
8. **BOSCAWEN PARK**  
**Applications for Use**  
 To consider the following applications:
  - (a) Truro Evangelical Church. Use of the Performance Area on Sunday 25 July 2021 to hold an open-air Christian service. Setting up 15:45. Event 16:00 – 16:45. Pack down by 17:00. This is a resolved decision due to timescale.
  - (b) Sport Melon Ltd. Use of an area of Boscawen Park (location to be agreed with the Parks Manager) on Saturday 21 August 2021 for didi rugby Cornwall launch event including free trial classes. Maximum attendance 100 people. Set up: 08:00. Event: 09:00 -12 noon. Pack down 12:00 noon – 13:00.
9. **VICTORIA GARDENS - PARKING AREA UNDER VIADUCT** Appendix C To follow Compliance Officer to report on proposals for the future management of this area.
10. **BOSCAWEN PARK AND THE SWANPOOL**  
**Dredging of Swanpool – Update (Standing Item)**  
 Parks, Amenities and Facilities Officer to report (Minute 39 refers).
11. **IDLESS NURSERY - PROJECT UPDATE**  
 Parks, Amenities and Facilities Officer to report (Minute 40 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. **MEDIUM TERM PLAN** Appendix F  
 Report by the Town Clerk to be presented Parks, Amenities and Facilities Officer. This report follows the Town Clerk’s Member briefing held on 5 July. The report is also being considered by the Finance and General Purposes Committee on 19 July and the Planning Committee on 5 August 2021.
15. **LETTERS OF APPRECIATION**
16. **CORRESPONDENCE**
17. **DATE OF NEXT MEETING – PARKS AND AMENITIES COMMITTEE**  
**Monday 6 September 2021**  
 The agenda for the next Parks and Amenities Committee to be held on Monday 6 September 2021 will be prepared on Wednesday 1 September 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 31 August 2021 as no items other than those on the agenda can be considered at the meeting.



ROGER GAZZARD  
TOWN CLERK

## **Report on Public Conveniences**

### **Current Toilet Provision**

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

### **Updates on facilities**

New Wallgate handwashing units were installed at The Green (next to the bus Station) and The Leats on 23 and 24 June. There are 2 new Units in the Gentlemen's and Ladies at the Green and 1 each in the Gentleman's and Ladies at The Leats.

The new Units were thoroughly tested, all facilities cleaned, and safety checks carried out so the toilets at The Green could be reopened on Saturday 26 June for Children's Day.

Particular thanks, go to Richard Budge Parks, Amenities and Facilities Officer (who stepped into the breach in my absence) and the Cleaning Team for facilitating all the work with Wallgate to reopen the Green.

### **Nuisance behaviour**

We continue to receive reports about nuisance behaviour and the Hendra Skate Park hut was broken into recently also.

I have contacted Anti-social Behaviour Officer Tom Styles requesting a couple of patrols around the problem areas of Waterfall Gardens, Hendra Park, Skate Park & Tremorvah Playing Fields. As soon as I have received a response, I can update this Committee.

### **RECOMMENDED:**

That the report be noted.

**Kate Bell**  
**Compliance Officer**  
**7 July 2021**

**Parks, Amenities & Facilities Officer's Report:**

**Boscawen Park**

Friends of Boscawen Park

Interest is being sought from members of the public for re-establishing this group as part of plans to improve & extend the Playpark. The development of this playpark which was opened in 2026 was led by the old Friends Group.

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.

Tennis Courts - A meeting has been held with CIA Fire & Security to look at relocation of the entrance gates for Courts 1 & 2. We are looking at installing them opposite the pathway by the ice cream van. We also intending to raise the pathway for disabled access to the courts & ice cream van.

**Friends of Coosebean** – The meeting scheduled for 6 July was postponed due to inclement weather & will now take place on Thursday 15 July 2021 starting at 7.00pm, meet at the northern meadows gate next to Coosebean House. The Group will be discussing finalising the draft constitution, volunteer opportunities & there will be a bat walk.

**Friends of Daubuz Moor** - This Group will be meeting on Thursday 8 July 2021 starting at 7.00pm. They are meeting at the bench on the top track at the largest meadow. They will be discussing finalising a draft constitution, volunteer opportunities & there will be a wildflower walk.

**Hanging Baskets**

We have taken delivery of the new hanging basket poles. The poles are slightly wobbly when installed in the socket because the poles were constructed in metric measurements, but the sockets are in imperial measurements. This will be remediated by the insertion of wood wedges in the socket to the side of the poles which will swell when wet.

**Hendra**

**Dreadnought Playing Field**

Rowlands Funfair was granted permission by the Council to use of the playing field to operate a small children's funfair (setting up on 28 06 21, operating 02 to 04 07 21, and packing down 04 07 21). This permission was subject to the usual terms and conditions, including appropriate compliance conditions. Since the last meeting the funfair cancelled the event.

Hendra Community Group were granted permission by the Council for a community event to be held on 11 07 21, subject to T&Cs. Following governments extension of national Covid-19 restrictions from 21 June this event has been postponed by the Group to a date to be agreed.

**Parks Machinery & Equipment & Vehicle Plant Renewals Fund**

Vehicles - The delivery of new vehicles had been delayed due to a backlog. Two Ford Couriers were delivered on 7 July. One will be resprayed in the same colour as the other Parks Department vehicles. The other will remain the same colour as delivered. Once this has taken place, they will be sent to be sign written.

**Friends of Redannick Park**

Redannick Park – 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.

**Victoria Gardens**

Temporary Refreshment Facility - Further to Minute 38 at the last meeting, I contacted the proprietor of Pollen in the Park who confirmed that she was very pleased with the way business was moving. She is going to come back to the Council with some proposals for extra offers such as healthy breakfast & yoga. The feedback from the public using the gardens has been very positive & the Head Gardener confirms there has been an increase in the number of visitors also. This has resulted in the reduction in anti-social behaviour in the area.

**Weeds**

Weed Control – The Council’s contractor will be undertaking the second of three annual weed treatments shortly. This work is subject to weather conditions.

**Truro City Council – Garden & Allotment Competition 2021**

I cancelled the garden competition on 21 June following rapidly increasing local rates of Covid-19 infection. Entrants were duly notified. The garden competition continued (as happened last year) with judging taking place on an unannounced date after 1 July. I am aware of the disappointment which may have been caused, particularly during what has been a challenging year for all of us. I also acknowledge all the efforts gardeners have gone to, in what has also been a challenging year horticulturally in relation to the weather.

**RECOMMENDED:**

That the report be noted.

**Richard Budge**

**Parks, Amenities & Facilities Officer’s Report:**

**7 July 2021**

**Parks Manager's Report:**

**Nursery**

Over the next few weeks, the wooden greenhouse at Boscawen Park will be fully emptied and shut down. No more work will be done in this structure, as we will be soon moving to the new nursery.

The main planting finished last week, with now just a few enhancements to existing mixed borders needed.

This is much later than normal, due to the difficult early growing conditions.

Weeding and tidying of the Nursery now remains, along with the general maintenance of the general stock.

Polyanthus (in small plant form) have already been ordered for our winter into spring displays and the seeds will be ordered and delivered before the end of the month.

**Boscawen Park**

Weed control is the biggest issue within the gardens as we have double the trouble with pernicious, perennial weeds like Oxalis, which unfortunately had chance to multiply last year during the lockdown months etc.

Football is now over, and the cricket season is well underway. The Team turned an untamed cricket square, into something very playable in under four weeks at the beginning of the season. It has to be a well done to them.

**Town and Contract Work**

Work has continued at the Truro Technology Park and there are now a few planted areas for wildlife. This was encouraged by the Wild Truro project.

Wild seed areas are now all around the city and the new sustainable, wildlife beds are growing well. The Cathedral bed will have a few plants added over the next month. These plants are from cuttings grown in our own Nursery.

I have unfortunately got to mention the antisocial behaviour around Truro. This has most certainly increased during 2021 and is becoming a problem for staff.

Police have been contacted many a time on this matter and their help and support is really needed. One member of staff was threatened on Furniss Island on 5 July (999 was called and a report logged). We have had a break in at the skate park shed on 4 July (again this has been reported).

General maintenance is carrying on within Truro and we are now taking on extra contract work at Newham. These are very busy times.

I have been working with Truro BIDS and all the extra required hanging baskets are now up, ready for the potential reduction in restrictions and a busier city.

## **Victoria Gardens**

The Gardens are now fully planted and growing well.

Time is needed to work on the yard, which is increasingly getting busy. There is now a reduction in Park Attendants, which we hope to have remedied for the summer holidays.

Work is going to start within the next month on the water feature and the Head Gardener has drawn a garden design for the planting around. Tree preservation orders have been removed for reduction of the tree canopy above. We now have permission to do some light pruning letting light into this part of the Gardens, giving better growing conditions.

All in all, a very busy and productive Parks Team.

### **RECOMMENDED:**

That the report be noted.

**Liam Shoesmith**  
**Parks Manager**  
**8 July 2021**

**Medium Term Plan:**

We are now one month into the four-year life of the new Council. I am recommending to all Committees that in the coming months we agree a Plan to reflect the aims and aspirations of the Council for its four-year life. I do not propose that this is a financial document but allows Councillors to put their views forward on subjects that will reflect their priorities and ambitions for the Council and addresses the questions:

- What changes to the current services provided should be made?
- What level of precept should we be aiming for?

In summary it is a question of what level of influence the Council wishes to have in the life of the city and its residents.

It would be beneficial for the Plan to be completed by the end of October allowing the financial implications to be included in the Estimates for the next financial year. We would also be able to review the Mission Statement and corporate objectives in line with the Plan. I have set the timetable below with that in mind.

As with all organisations the Plan will need to be flexible particularly to reflect any changes in circumstances caused by external influences.

I therefore suggest the following timetable:

July	Each Committee includes an agenda item allowing Councillors to bring forward ideas and discuss their priorities. Where possible the Committee should come to a consensus whether to support individual views. Outside of the Committee meetings any Councillor with views can discuss with, or note them to, the Town Clerk.
September	Each Committee to review an outline of the document with the outcome from the Committee discussions included and make further comments and views for incorporation into the final document.
October	The Committees review a final draft of the Plan document, which will then be submitted for full Council approval.

In our briefing on 5 July, it was suggested that we should have full council briefings in September rather than consider the Plan at Committee meetings; and the view of the Committee on this proposal is requested.

**Recommendation:**

That the Committee considers its service priorities during the next four years.

**Recommendation to Council:**

That the Committee recommends its preferred option for consideration of the Plan in September.

**Roger Gazzard  
Town Clerk  
6 July 2021**