

**A VIRTUAL MEETING OF THE PARKS AND AMENITIES COMMITTEE HELD
ON MONDAY 8 FEBRUARY 2021 AT 7.00 PM VIA ZOOM**

PRESENT: Councillors Allen (Deputy Mayor), Biscoe (Mayor), Mrs Callen, Mrs Eathorne-Gibbons, Ellis, Ms Green, Mainwaring-Evans, Mrs Neale, Ms Southcombe (Chairman), Tamblyn, Wells and Wilkins.

APOLOGIES: Councillor Tamblyn (early departure) and Mr Peter Kessell (Parks and Amenities Department and Unite Health and Safety Representative).

Also in attendance: Richard Budge – Parks and Amenities Manager.
Kate Bell – Compliance Officer.
Chris Waddle – Countryside Ranger.
4 members of the public –Ms Bishop-Stephens, Mr R Fern, Mr G Mundy and Mr P Caruana.

349 MEMBERSHIP OF PARKS AND AMENITIES COMMITTEE

The Chairman welcomed Councillor Ms Martha Green to her first meeting of this Committee following her co-option and appointment by the Council. The report was noted.

350 DISCLOSURES OR DECLARATIONS OF INTEREST

There were no disclosures or declarations of interest.

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

There were no questions.

352 MINUTES

The Minutes of the Estimates Meeting held on 11 January 2021, having been before Council on 25 January 2021, were signed as a correct record.

353 CHAIRMAN'S REPORT

The Chairman's reported that staff in the Parks and Amenities Department continued to work in challenging circumstances as the pandemic continued. Preparations for summer planting continued unabated. On behalf of the Committee, she thanked staff for their hard work and forbearance, in particular the Toilet Team (see Minute 357 also).

The report was noted.

354 CHANGE IN ORDER OF THE AGENDA

The Chairman announced that Item 8 Friends of Victoria Gardens – Victoria Gardens Bandstand and Shelter Condition Report would be swapped with Item 14 Draft Policies and Objectives to Support Draft Management Plan for Open Spaces. Later in the meeting, the Chairman took Item 8 after Item 9 Public Conveniences.

355 HEALTH AND SAFETY AT WORK – PARKS AND AMENITIES DEPARTMENT

(i) Update regarding the on-going Coronavirus Pandemic

It was reported, following the announcement of the second national lockdown in November 2020, the Town Clark, Parks and Amenities Manager, Deputy Park Manager and Compliance Officer discussed each of the teams within the Parks Department in relation to the published central government guidance applicable at that time. Each team, service and staff in vulnerable categories were discussed and decisions were made as follows:

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Teams	
Parks and Open Spaces	Work could not be done from home, so team worked as normal.
Café in the Park	Offers takeaway service only and work could not be done from home, so team worked as normal.
Maintenance Team	Work could not be done from home, so team worked as normal.
Toilet Team	Work could not be done from home, so team worked as normal.
Administration Team	All working from home.
Specific locations and services	
Grave Digging	Duty to provide this service and staff available.
Toilets	Noted separately in Public Conveniences report but service offered. Minute 357 refers.
Playgrounds	Government guidance specified these remained open.
Skatepark	The Skatepark was closed and signs put up daily to inform the public to report any usage to the Police.
Tennis Courts	Government guidance specified these should be closed. This was notified to users via the Clubspark system.
Vulnerable Categories	
Clinically Extremely Vulnerable	Staff in this category were told to work from home.
Clinically Vulnerable	Staff in this category (if known) were advised to work from home if they were able. For those that were unable, their risk assessment was reviewed and updated.

The Compliance Officer confirmed that, together with the Events Co-Ordinator and the Community Safety Officer (Mid Cornwall) (Cornwall Council), she would be meeting the new Police Chief Inspector Wheeler (who was now responsible for the Truro area). This meeting would include on-going issues related to anti-social behaviour at the Bus Station, on Lemon Quay and at the public toilets in the City Centre and was expected to take place soon. The report was noted.

(ii) Training of Staff

The Parks and Amenities Manager reported it continued to be difficult to arrange training due to the pandemic. The following training had taken place since July: chainsaw refresher, First Aid at Work refresher, brush cutter, traffic management refresher and Certificate in Local Council Administration (CiLCA). Further training would take place in the new local government year (i.e., from 1 April). The Compliance Officer reminded the Committee that requests for training made by staff were considered in relation to job role, team or service need, skill set required and budget position. The report was noted.

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

The Compliance Officer reported the number of reported accidents at work had risen. It was felt that this was due, in part, to an increased understanding of the importance of reporting since the Covid-19 pandemic had begun. Mr Peter Kessell (Parks and Amenities Department and Unite Health and Safety Representative) was not able to attend this meeting but he had agreed the process of reporting accidents had

improved. Nine accidents had been reported by Parks Department staff, of which one involved a member of staff who required a week's sick leave while a wound healed; there was no lasting damage. Two accidents had occurred involving members of the public. One accident (which was not witnessed) had been reported via email which was being investigated. Another accident at Boscawen Park involved an item of play equipment which was being reviewed with the equipment manufacturer. The report was noted.

(iv) In the absence of a Shop Steward, Unite

The Parks and Amenities Manager advised there were no matters to report.

(v) Parks and Amenities Department and Unite Health and Safety Representative

The Parks and Amenities Manager reported Mr Peter Kessell (Parks and Amenities Department and Unite Health and Safety Representative) had contacted staff in advance of this meeting and had advised no concerns had been raised. The report was noted.

356 DRAFT POLICIES AND OBJECTIVES TO SUPPORT DRAFT MANAGEMENT PLAN FOR OPEN SPACES

Appendix A

The Committee considered the final draft policies and objectives which had been amended following previous consideration (Minute 260 refers). The Countryside Ranger highlighted the amendments, and the reasons for the changes, shown in red electronically: Page 1, Encourage the public to enjoy our green spaces: new text starting "Any ..." to "... works."; Page 2 and 3 Protect local wildlife: new text "Policy- ..." to "... behaviour." The final draft document, as amended, was welcomed by the Committee. The Countryside Ranger was congratulated by the Parks and Amenities Manager for his work. This was echoed by the Mayor who highlighted feedback from a wide range of people who respected the Countryside Ranger's balanced approach in managing valued open spaces.

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

RECOMMENDED TO COUNCIL that the final draft policies and objectives, to support the draft management plan, be adopted by Truro City Council.

357 PUBLIC CONVENIENCES

(i) Update (standing item)

Appendix B

The Compliance Officer's update report was considered by Members. In response to a question, the Compliance Officer advised, currently she was unsure if the Lower Lemon Street facility would reopen following the completion of refurbishment works or the easing of nation lockdown restrictions. In her capacity as Manager of the Toilet Team, the on-going issues of extensive anti-social behaviour and drug-taking were uppermost, and she monitored her team's safety and footfall with the aim of keeping facilities open. Ultimately, it would depend on the situation at the time re-opening was being planned. Both the Green Street and the Leats facilities experienced such issues daily, which resulted in significant challenges to the Toilet Team. The view was expressed by Members that Covid-19 Marshalls could support the Toilet Team during their other duties, helping to maintain public facilities which were essential to the future eventual re-opening of the City Centre. In response, the Compliance Officer highlighted the challenges of developing a 'joined-up' approach to the 'Safer Streets' project. The report was noted.

(ii) Public Conveniences Working Group – Refurbishment of Green Street Public Conveniences

In her capacity as lead officer for the Working Group the Compliance Officer reported the redevelopment of the Green Street toilets to include a Changing Places facility was submitted as part of the Towns Fund application. The Council has requested the

Committee consider the Group's membership (following several resignations) and secondly, the Group then meet and choose between the two identified design options, A and B. The next step will be for architects to finalise the design and quantity surveyor to draw up a bill of quantities which will inform a tender to be issued, hopefully in a few months' time. The Committee was reminded the Committee's Chairman and the Vice-Chairman were already members of the Working Group, by virtue of their positions. Councillors Ms Martha Green and Mainwaring-Evans expressed interest in joining the Group. The Compliance Officer agreed to schedule a meeting of the Group in the following week or so.

It was proposed by Councillors Biscoe, seconded by the Chairman, and

RECOMMENDED that Councillors Ms Martha Green and Mainwaring-Evans join the Parks and Amenities Committee: Public Conveniences Working Group.

(iii) Lower Lemon Street Public Conveniences

At the Council (Precept) meeting on 25 January 2021 Councillors had requested the current closure of this facility be discussed. The Parks and Amenities Manager reported building contractors started work on refurbishing this facility on 8 February and it was expected to take two to three weeks. These works included:

- Removal of worn-out Wallgates (handwashing and trying facility) and replacement with sinks, taps and electric hand dryers.
- Installation of a small under-sink heater and removal of overhead heater (and associated pipes and cabling).
- Removal of stainless-steel urinal trough and replacement with porcelain urinal (reducing splashback).
- Refurbishment of windows.
- Repainting of facility in summer.

He advised water heaters operated by waving a hand had been ordered, but, on delivery, were found to be unsuitable for this public convenience facility. At the suggestion of a Member, he would investigate hands-free operation further. Further, two new Wallgates had been ordered as part of a replacement programme of removing non-functioning Wallgates and installing blanking plates in the spaces vacated. This had been agreed by the Town Clerk who had indicated such works might be funded by Towns Fund Accelerator bid Funding. The report was noted.

358 FRIENDS OF VICTORIA GARDENS

Victoria Gardens Bandstand and Shelter Condition Report

The Parks and Amenities Manager reported Calibre Metalwork had submitted a comprehensive report including repairs and schedules of works. He would shortly tender for these works. He reminded Members the Friends Group did not currently have a chairman, or secretary and he was assisting the Group on a temporary basis until (once the national lockdown was eased) there was an opportunity to reactivate the Group. £15K of S106 funding was available to go towards funding these works; the balance would come from the Capital Maintenance Fund. The report was noted.

359 TOWNS FUND ACCELERATOR PROJECT - CITY CENTRE INFRASTRUCTURE

The Committee was requested to make comments on the latest proposals for infrastructure in the City Centre as part of Accelerator Project set out in a report by the Town Clerk. A resolved decision was sought due to timescale.

During discussion of the proposals several matters were raised. Councillor Wells reported that the Planning Committee had significant reservations about the proposals. This included: a suggestion the proposed location of the benches and planters be reconsidered; the style of cycle stand was queried; and concern about the maintenance, longevity, and design of moveable benches (benches with side and back support were better for those people with mobility problems). Later in the

discussion, Councillor Wells commented this matter had been discussed at the Planning Committee meeting, but it had been too late to be added to that meeting agenda. Authority had therefore been delegated to the Chairman and Vice-Chairman to respond to the Town Clerk with their comments. The Parks and Amenities Manager apologised he was unaware of the comments made by the Planning Committee.

The Parks and Amenities Manager highlighted details in the Town Clerk's report including:

- i. Seating style, location, and construction materials. He commented he had no experience of the recycled plastic planks, but he had been assured they did not require re-painting and were easy to clean and maintain.
- ii. The location and design of cycle stands. He commented Cornwall Council was currently not agreeable to placing cycle stands in their carparks due to the loss of parking spaces, but discussion was on-going. He noted a large number of requests had been received seeking the return of planters to Lemon Quay.
- iii. The new style of planter and seat suggested for Lemon Quay was designed to be easily moved for events and contained a water reservoir for slow-release watering of planting.
- iv. The Parks and Amenities Manager confirmed that ends and backs would be added to the proposed new seating.
- v. Renewal/ replacement of electricity boxes.
- vi. Installation of two community noticeboards on Lemon Quay.
 - i. Some Members suggested the existing bespoke curved benches could be refurbished rather than replaced with new benches. Also, seating should be replicated on the far side of Lemon Quay. A view was also expressed that the design of the new benches was mundane.
 - ii. The feasibility of locating benches by the water trough in Boscawen Street was queried. It was commented the benches would firstly, impede the suggested disabled crossing point planned for that location, secondly, clutter the building line of the nearby (listed) Coinage Hall; and thirdly, not be approved by the Conservation Officer due to their location in a conservation area.
 - iii. The Parks and Amenities Manager was unable to advise the net increase in seating by the proposed new seating. He estimated it might be a 40% increase, but he would need to check this. He agreed retention of existing seating would increase the amount of seating available in the City Centre. He understood the intention was both to replace and extend seating capacity.
 - iv. In response to a query about the siting of boats at Lemon Quay, it was suggested this was part of a separate project. The Parks and Amenities Manager also suggested business signage close to this location was probably a matter for the Highways Authority (Cornwall Council) and he'd raise this issue with the Town Clerk.
 - v. The Parks and Amenities Manager summarised the points raised and agreed to forward the following options to be included for consideration, to the Town Clerk:
 - a. Refurbish and retain existing seating on Lemon Quay.
 - b. Replicate seating on the opposite side of Lemon Quay (by Marks and Spencer).
 - c. Replace new benches proposed outside Green Street with 6 benches each with arms and backs.
 - vi. Finally, he reminded the Committee that the Town Clerk had requested a resolved decision due to timescale. This was generally queried by Members who did not make a resolved decision. It was considered, at this stage, it was important the comments made were forwarded to the project manager(s) and taken into account, together with other comments received.

It was proposed by Councillor Biscoe, seconded by Councillor Ms Green, and

RECOMMENDED that, the above comments on the latest proposals for City Centre Infrastructure, be forwarded by the Town Clerk to the relevant Accelerator Project Manager(s) for their consideration, alongside those of other Council Committees.

[Councillor Tamblyn left the meeting at 8.00pm during this item.]

360 TRURO TOWN DEAL BOARD – BOSCAWEN PARK PROJECT

The Committee was requested to consider recommending that (a) preparation works be put in place and overseen by a Member Working Group and (b) the Group consider the scheme in more detail and report back to the Committee (Minute 152 refers). The report by the Town Clerk was taken as read.

The Parks and Amenities Manager commented that the Chairman and Vice-Chairman had been involved in the Project in a limited way, to date. Councillors Biscoe, Ms Green and Wilkins expressed interested in being nominated onto a working group. Concern was expressed that the local community needed to be engaged in the development of the project. Members generally agreed this could be accomplished via a working group - Councillors could seek to involve key interest organisations or individuals in a balanced way, utilising co-option where appropriate. Such involvement should include consultation with the community and take an evidence-based approach in its work. Representation by the business community might also be helpful. The scale of the task at hand was highlighted and generally acknowledged by the Committee. Further it was suggested one of its first tasks should be the formulation of clear and transparent draft terms of reference to be considered by this Committee prior to agreement by Council. They should also be presented to the Truro Town Deal Board.

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

RECOMMENDED TO COUNCIL that:

1. The preparation works for the Truro Town Deal Board: Boscawen Park Project be put in place by the relevant project manager(s)
2. Truro City Council establish a Boscawen Park Project Working Group, membership to include the Chairman and Vice-Chairman of the Parks and Amenities Committee and Councillors Biscoe, Ms Green and Wilkins.
3. The above working group be invited to formulate draft terms of reference, which were clear and transparent in terms of scope, to be considered by the Parks and Amenities Committee, for onward consideration and approval by Truro City Council.
4. The draft terms of reference be also presented to the Truro Town Deal Board.

[Councillor Mrs Neale stated that she was not in favour as she felt that the Project was too ambitious.]

361 TENNIS COURTS, BOSCAWEN PARK

(i) Tennis Cornwall - To consider a request from Tennis Cornwall to base a Cornwall Development Programme at Boscawen Park

The Parks and Amenities Manager read out the letter sent by Dr Margaret Upton on behalf of Tennis Cornwall, previously circulated to the Committee with the agenda. In considering the request from Tennis Cornwall, Councillors sought details of the proposed programme including times of operation and number of courts needed. There was a concern such a use should not reduce the availability of the tennis courts to the general public, particularly in view of their popularity, as witnessed the previous year. The Parks and Amenities Manager shared these concerns, commenting he also needed to discuss the request with the Council's contracted Tennis Coach Mr Ryan Fern (who had indicated that he would be attending this meeting).

Suspension of Standing Orders

It was proposed by the Chairman, and

RESOLVED that the Standing Orders of the Council be suspended to enable the Council's Tennis Coach, Mr Ryan Fern to address the Committee.

Mr Fern had not entered the meeting at that point in the meeting, so the Committee continued its deliberations.

It was proposed by Councillor Mrs Eathorne-Gibbons, seconded by the Chairman, and:

RECOMMENDED that:

1. Authority be delegated to the Parks and Amenities Manager to: (a) Meet the Council's Tennis Coach, to discuss the request submitted by Tennis Cornwall to base a Cornwall Development Programme at Boscawen Park Tennis Courts, in relation to any potential impact on his role and the general availability of tennis courts at Boscawen Park; and (b) Make a decision on the request, provided any approval granted does not reduce the availability of tennis courts to members of the public.
2. A report back be made to this Committee.

Mr Fern then entered the meeting, apologising for the delay due to technical issues. He clarified the aim was not to reduce use of the tennis courts by the public, but rather provide an opportunity for children after school, once or twice a week throughout the year. The time of operation would be between 16:00 and 18:00 when the courts were normally quieter. He agreed to meet the Parks and Amenities Manager to discuss the request in more detail at Boscawen Park the following day.

Standing Orders were then resumed.

(ii) New Tennis Pavilion Project – Update

The Parks and Amenities Manager reported that:

- i. An asbestos /demolition survey of the old tennis pavilions was due to be carried out shortly.
 - ii. A tender exercise to carry out the constructions works was on the Contract Finder website with a deadline for the receipt of tenders of 19 February 2020. A report back would be made to the Committee in due course.
 - iii. Ed Crossley had been appointed as Quantity Surveyor for this project.
- The report was noted.

362 KENWYN HILL PLAYING FIELD – PROPOSED GARAGE FOR MOBILE STAGE

Members considered a proposal from the Town Clerk to site a garage to store the Council's new mobile stage. A resolved decision was sought due to timescale. Further to the report provided by the Town Clerk, the Parks and Amenities Manager highlighted the size of the mobile stage as shown in the photographs. He understood the proposal was to install on the raised bank a prefabricated, galvanised steel, barn-style building which would incorporate additional storage for users of the football pitches and would be of a flat-pack construction.

During consideration of the proposal the Parks and Amenities Manager reported the Town Clerk had indicated surplus funds from the Accelerator Fund (which paid for the purchase of the mobile stage) were expected to be available to pay for the purchase of a storage facility. Based on the cost of similar agricultural buildings, the price was estimated to be about £20K. The mobile stage might be stored at a temporary

location until a permanent storage facility was available. The proposal was generally welcomed by the Committee.

It was proposed by Councillor Biscoe, seconded by the Chairman, and:

RECOMMENDED that, a planning application for the location of a garage for the storage of the mobile stage at Kenwyn Hill Playing Field be submitted to the Local Planning Authority, Cornwall Council, by the Town Clerk.

According to Standing Order 16(b) – Matters of Urgency, due to timescale, it was proposed by Councillor Wells, seconded by Councillor Biscoe, and:

RESOLVED that the matter above, due to time scale and the need for a planning application to be submitted as quickly as possible, was a Matter of Urgency.

363 BOSCAWEN PARK AND THE SWANPOOL

Dredging of Swanpool – Update

The Parks and Amenities Manager reported there was no change to report since the last meeting. This project formed part of the Truro Town Deal Board: Boscawen Park Project

364 IDLESS NURSERY

Project Update

The Parks and Amenities reported since the last meeting that:

- i. The Council's contractor JB Andrew had been working on-site since December and had installed the attenuation tanks, sewage trap tanks and rainwater attenuation system and was expected to finish work in the next three weeks or so.
- ii. The electrical and alarm systems had been installed.
- iii. In relation to running water, this was the second week of the pump operating from the borehole and water samples were expected to be taken by Aquasource at the end of the week for analysis.
- iv. Next tasks included arranging skinning of the poly-tunnels, designing the greenhouses, and hard-surfacing the road and pathways on the site.

The report was noted.

365 PARKS AND AMENITIES MANAGER'S REPORT

Appendix C

Members received the Parks and Amenities Manager's report which was taken as read and noted.

366 LETTERS OF APPRECIATION

One telephone call was reported by the Administrative Assistant (Parks) and concerned the work of the Parks Department and wildflower planting. The report was noted.

367 CORRESPONDENCE

At the request of the Chairman, the Parks and Amenities Manager's Secretary read out an email received from Ms Bishops-Stephens. Concern was expressed at the potential cost to the public of moving the Saturn Carousel equipment following a small number of complaints and prior to public consultation. The background to Tremorvah Fitness consultation with residents which took place 2017 - 2018 was highlighted. The public amenity value of all equipment provided in the park was underlined, as was the general lack of facilities for young people in the City. Engagement with local youth service and police services, including the funding of additional youth outreach worker, was advocated. The on-going impact of the pandemic on young people was stressed and the potential impact of removing this piece of equipment from the park was queried.

The Parks and Amenities Manager confirmed the questions raised above had been answered at recent Council meetings. The Town Clerk confirmed the Committee Chairman had been in contact with the Community Safety Officer (Mid Cornwall) (Cornwall Council) and engagement with Young People Cornwall and the Police was on-going. He reiterated any consultation would only begin when it was safe to do so, following the easing of national lockdown restrictions. Such consultation would involve the local neighbourhood and no further action would be considered or taken by the Council until the appropriate consultation had taken place. The item of correspondence was noted.

368 EXCLUSION OF THE PRESS AND PUBLIC

It was proposed by the Chairman, 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.

369 PARKS DEPARTMENT STAFFING RESTRUCTURE

The Parks and Amenities Manager updated the Committee on a restructure of Parks Department staffing. Questions were asked by Members and answers provided. The report was noted.

370 PRESS AND PUBLIC

The press and public were invited back into the meeting.

371 DATE OF NEXT MEETING

The Chairman confirmed the next Committee meeting was scheduled for Monday 8 March 2021 and it would be a virtual meeting.

The meeting closed at 9.03 pm.

-----CHAIRMAN

Draft Policies and Objectives to Support Draft Management Plan For Open Spaces

The current draft management plan covers all aspects of works and community involvement, for each site under the Countryside Rangers management. It acts as a platform to follow for all future works and community involvement.

The proposal to make this document public, is to give not only guidance to the general public, but also promote an understanding of what works are happening, when and why. It also allows the public to make any further suggestions or challenge any works proposed.

A smaller, more scaled down document is to be produced, highlighting the overall aim of the three sites and the vision of the Countryside Rangers work.

Accompanying this document, will be a list of objectives, policies and actions to simplify management ideas, and to give a basic structure for the public, staff and councillors of Truro.

These objectives can be also linked to corporate objectives of Truro City Council.

Vision Statement –

Truro City Council is proactively managing its green spaces in order to maintain and enhance its biodiverse rich landscapes, all whilst being enjoyed and utilized by the residents, employees and visitors of Truro. We aim to enhance sustainable management of our countryside while encouraging recreational and educational use for current and future generations.

Objectives -

**** Enhance the biodiversity of our green spaces.***

Policy – Through evaluation of current flora and fauna and research, carry out practical works with the aim of enhancing biodiversity at each of our sites. Pro-actively manage invasive, non-native species, with the intent to reduce, eradicate and replace with native species.

Action – Encourage the public to follow managed footpaths, to respect and follow any guidance or signage displayed throughout the sites. Assess each non-native and invasive species, reviewing their potential impacts to our sites and ability to spread to neighbouring land. A management plan of invasive plants will be created if necessary, to enable us to combat the issue.

****Encourage the public to enjoy our green spaces.***

Policy – Develop and enhance footpaths, with the aim of maintaining them as practical as is possible. Promoting our green spaces using social media and other forms of publication. Any local crafts and artwork from the community, to be added only on the permission of the Countryside Ranger. These areas will be within allocated green spaces, reserving any allowance, only after carefully reviewing the potential ecological impact.

Action – Through the use of signage and social media networks, provide information on areas or issues of concern. Encourage safe use of our green spaces, providing clear footpaths and request the public to adhere to allocated sites and permission for arts and craft works.

****Engage Local Schools to promote outdoor education.***

Policy – Work with local schools planning regular education and practical education sessions within our green spaces relating to criteria provided by the schools to encourage pupils' understanding and knowledge of nature.

Action – All sessions will follow the schools safeguarding procedures, and risk assess each session to provide safe and enjoyable education.

****Engage different community groups within practical and development work within the woodland.***

Policy - Build relationships with local charities and community groups. Develop regular volunteer sessions within our green spaces to helping to improve participants wellbeing, and also receive help to develop sites alongside the management plan.

Action - Adhere to and follow, all Risk Assessments and safeguarding procedures via the City Council and each independent organisation. Develop suitable and inclusive sessions to suit capabilities of each independent group.

****Maintain a litter free, clean site on all green spaces.***

Policy – Encourage users of our green spaces to take litter away and maintain cleanliness of our green spaces. Install bins where appropriate and provide education and guidance on the impacts of litter with regards to nature.

Action – Organise regular litter picks within the community and review the locations of current bins, installing extra bins if deemed appropriate, explore the potential use of fines and signage to discourage littering.

****Create exciting new projects for local communities to be involved in.***

Policy – Work alongside the City Councils community development team to promote and provide a variety of volunteer sessions and projects to encourage local residents to use our green spaces.

Action – Develop and adhere to Risk Assessments and method statements provided by the City Council. Develop and maintain local 'friends of' groups for each site with regular communication.

****Provide a safe environment and access for the public and local residents.***

Policy – Continue to monitor trees adjacent to neighbouring properties and footpaths with public safety in mind. Working alongside Truro City Councils contracted tree surgeon, carry out all required works to trees of concern. Regularly assess footpaths and any timber work on all sites to maintain safe access and use. Encourage public to report any issues of concern and proactively respond to reports in a proactive manner.

Action – Comply with government guidelines and legislation related to timber construction works such as boardwalks, bridges and seating and tree works and seek advice from tree surveyors and tree surgeons when necessary. Ensure all work is carried out in accordance with Health and Safety procedures provided by Truro City Council and Cornwall Council's tree officers.

****Create peaceful green spaces for wellbeing particularly aiming to help people with mental health conditions.***

Policy – Promote the inclusive use of our green spaces and the benefits to peoples' wellbeing. Working alongside the community development team and health and well-being officer, create and promote projects and sessions for the public to attend. Create independent sensory areas within our greenspaces for people to find peace and tranquillity.

Action – Manage and maintain any sensory areas including wildflower and planted beds. Allow natural regeneration for native flora and fauna and educate the public and users on the benefits of nature.

****Protect local wildlife.***

Policy – Allow public access to our green spaces, with the premise that they are accessed in a respectful manner for local wildlife. Cyclists adhere to cycle tracks only, walkers to footpaths and dog walkers to have control of their dog at all times, avoiding interference with wildlife.

Action – No hunting of wild animals to be allowed on any of our green spaces. Actively encourage the public to report any hunting, through social media and signage. Dog walkers to collect and dispose of any dog faeces. Fines to be issued if applicable. Dog walkers to be respectful around local wildlife, walkers and cyclists, by either using a lead, or having control over the dogs' behaviour.

Public Conveniences - Update

Lockdown Commencing

Following the Lockdown announcement on 4 January we assessed the footfall in the town before implementing some changes. The current provision is as below.

The open Toilets are:

- The Green
- The Leats
- The Parks (Boscawen, Hendra and Victoria Gardens)

The Closed toilets are:

- Lemon Street
- Moorfield Car Park
- Old Bridge Street Car Park

Notices have been put up on each closed toilet block with nearby toilets indicated.

The closed toilets are still being visited to carry out legionella control measures so that they do not require a professional clean before they can be reopened.

Public Conveniences – Closures

Lemon Street Toilets are being upgraded the week commencing 8 February. The works include replacing hand washing and drying facilities and improvements to drainage.

Facilities at The Leats and The Green have had to be temporarily closed a few times for repairs following vandalism. All toilets have been reopened within 36 hours due to the prompt attention of the Maintenance Team.

All Town public conveniences are closed overnight.

Nuisance Behaviour

Reports of nuisance behaviour have significantly increased since the January lockdown which is impacting the ability for the Cleaning team to work safely.

The situation is being monitored and the Team are in close contact with their Manager regarding this.

Kate Bell
Compliance Officer

3 February 2021

Parks and Amenities Manager's Report:

Tremorvah Playing Field – Dog Fouling

I contacted Cornwall Council's Senior Officer - Community Protection about the increasing problem of (a minority of) dog owners not clearing up after their dogs at the Playing Field. He has requested that the Dog Welfare & Enforcement Office to patrol this area as resources allow. Cornwall Council can take formal action against those people that allow their dogs to foul without picking up after if they have sufficient evidence from members of the public. With very limited resources they rely on members of the public to come forward with information. Reports of dog fouling can be made on line here [Report dog Fouling - Cornwall Council](#) or telephone 0300 1234 212 should a member of the public be able to provide Cornwall Council with information on anybody who has allowed their dog to foul without cleaning it up. They require sufficient evidence to formally investigate the matter which would include name/address of the person responsible, description of the person and the dog(s), the time and location that the incident occurred and what was seen. A formal statement would also need to be taken from any witnesses who may need to be prepared to act as a witness in Court for Cornwall Council should it be necessary. Where there is sufficient evidence, Cornwall Council can serve a Fixed Penalty Notice on those responsible.

Boscawen Park

Riverside Walk - Work started at Boscawen Park on improving the surface of path in mid-December, following a long period of inclement winter weather. A substantial area was raked, sludge removed and re-gravelled with 16 tons of gravel. A second 10-ton load of gravel was delivered on 17 December 2020. Plant equipment used had to be removed from this site and transferred for excavation of graves during the Christmas week for funerals (which take priority). After the New Year work continued at Boscawen Park week commencing 11 January and is complete.

Tree Works - Following permission granted by Cornwall Council, an aging Monterey Cypress part of which was overhanging the Scout Hut, was felled by the Council's contractor week on 23 November 2020. Half of the car park was closed while the works were undertaken. The wood will be sawn into planks with a view to being used to face the replacement tennis pavilion due to replace the old pavilion in the Park.

Use of Park - Under my delegated powers I agreed Breath Health and Fitness could undertake 1:1 personal training 07:00 – 09:00 Tuesdays to Fridays during the second lockdown finishing on 2 December 2020.

Cornubia Green

I am attending a meeting on 4 February. There is a proposed planting day due to take place during the school half term holiday week commencing 19 February. This date is likely to be cancelled due to the extended national lockdown & an alternative date (before April) will be advised at the meeting.

Lions Club of Truro: 50th Anniversary 2021

Following a meeting with the Club President last year, I have agreed to the location of a blue and yellow planting display at Victoria Gardens next to the bandstand in celebration of the Lions Club 50th Anniversary this year. Work is ongoing to finalise the design & costing with the Lions Club & Head Gardener at Victoria Gardens. Minute 161 refers.

Parks Machinery and Equipment and Vehicle Plant Renewals Fund

Vehicles – Just before Christmas we went out to tender for the replacement vehicles. Following a meeting with the Chairman we have decided to place an order for:

- Ford Ranger 4X4 - Used for towing water bowser & trailers containing machinery etc. Also has the ability to carry 5 people which will be useful for transporting staff teams around the City centre & to training events etc. reducing the number of vehicle movement.
- Ford Transit Connect – A 3-seater model which is a medium size (not a large size van it is replacing). It is petrol fuelled.
- 2 X Ford Courier -1 replacement toilet van & 1 extra vehicle. We are replacing 1 large with 2 smaller vehicles, due to the number of staff & current lack of vehicles.

The Chairman & I decided to use petrol engines following issues we had experienced previously with diesel engines. Electric vehicles were considered as an option, but due to the cost (e.g. £ 49K per vehicle

excluding charging points), this was ruled out. The total cost of the new vehicles is £57K + VAT & this was reported to Council by the Town Clerk as part of his Estimates reports.

Victoria Gardens

Closures due to Weather - On a couple of occasions, the Gardens & Playpark have had to be shut by the Head Gardener for health & safety reasons due to wintery weather such as heavy rain, wind & ice. This is to be expected at this time of the year.

Tree - In Victoria Gardens a very large pine tree came down overnight on 24 January obstructing the footpath in the park, near the viaduct. Network Rail were informed immediately. A section of the park was closed off whilst removal was arranged which took some time due to the size of the tree. Large material will be milled up & used for the side cladding of the new tennis pavilion.

Pilot Refreshment Facility – Following an enquiry, the Town Clerk has agreed to the trial operation of a refreshment facility located in the existing ‘tea hut’ starting after Easter 2021, following the lifting of current national lockdown restriction. The operational details will be finalised by the Town Clerk, in conjunction with myself, in due course. The results of the trial will be report back to the Committee in due course. This has been arranged because we have on several occasions in the past, gone out to tender for a licence to trade in the gardens & never had any successful applicants. The Committee might recall that we allowed a similar trial for an ice-cream vendor which proved to be unsuccessful at that time.

Summer Entertainments & Events – We have taken the decision not to arrange summer events or activities in Victoria Gardens this year due to the on-going Covid-19 pandemic. Many well-known local & national events have either been postponed or cancelled already & we felt we had to do the same. If & when, we hope, the situation improves we might arrange an occasional one-off event in the bandstand at a summer weekend. This decision was taken following advice received by the Town Clerk from the Cornwall Association of Local Councils (CALC) who are revising events planned for Cornwall, in June.

Truro City Council: Garden & Allotment Competition 2021 – We intend to run this annual event in its usual format, with myself carrying out the judging (not bringing in an expert from outside the Council). This will enable us to manage social distancing & avoid transporting a judge from place to place.

National Lockdown 3 January 2021

Following new Central Government restrictions imposed in the New Year the tennis courts at Boscawen Park closed & all football bookings were cancelled. Outside gym equipment was closed but playgrounds remain open and members of the public can continue to enjoy the Council's open and green spaces for their daily exercise. The Town Clerk, following consultation with me & the Compliance Officer & after considering information provided by CALC, closed the skatepark. This could not be safely done with safety fencing. The Town Clerk has not received any reported issues about the skate park from the Covid-19 Marshalls. However, we have received emails of complaint received & advised them to contact police direct.

Royal Horticultural Society (RHS) Britain in Bloom

We have been approached by SWIB Chairman John Wheatley, to ask if we would represent the south west in a virtual national RHS Britain in Bloom competition. We are encouraged to enter categories of our choice which are being considered by the Truro in Bloom Committee.

RECOMMENDED:

That the report be noted.

Richard Budge
Parks and Amenities Manager

3 February 2020