

**A VIRTUAL MEETING OF THE PARKS AND AMENITIES COMMITTEE HELD  
ON MONDAY 12 APRIL 2021 AT 7.00 PM VIA ZOOM**

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

**APOLOGIES:** Councillor Tamblyn.

**Also in attendance** Councillors Mrs Carlyon and Roden  
Richard Budge – Parks, Amenities and Facilities Officer.  
Kate Bell – Compliance Officer.  
1 member of the public – Mr P Caruana.

**466 HRH DUKE OF EDINBURGH**

There was a minute's silence as a mark of respect for HRH The Duke of Edinburgh who had passed away recently.

[Councillors Mainwaring-Evans entered the meeting room at 7.01pm. Councillors Mrs Neale and Wilkins entered the meeting room at 7.02pm.]

**467 DISCLOSURES OR DECLARATIONS OF INTEREST**

There were no disclosures of interest.

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

There were no public questions.

**469 MINUTES**

The Public Minutes and Confidential Minute of the Meeting held on 8 March 2021, having been before Council on 29 March 2021, were signed as a correct record.

**470 CHAIRMAN'S REPORT**

The Chairman reported that litter at skatepark was an issue and requested a meeting with the recently appointed temporary Skatepark Assistant. She noted that the Skatepark Assistant was being assisted in his duties by two volunteers. Finally, she thanked the Committee for their contribution, in particular those Councillors who would not be standing for reelection in May.

**471 HEALTH AND SAFETY – PARKS DEPARTMENT**

The Compliance Officer presented her regular update regarding the on-going coronavirus pandemic. Following the easing of the third lockdown, the government relaxed many of the rules they had implemented, and they would gradually be removed. As the relaxation ensued, the responsibility for working safely fell to employers, event planners and landlords etc. The impact of Covid-19 was expected to reduce but remain a significant risk for the time being. This meant that Covid-19 controls and hygiene protocols would continue to be part of risk assessments and working practices moving forward. The Council's control measures at work would remain and all third parties seeking to book space, provide a service or operate on Council land would have to produce appropriate documentation to show what steps they were taking. All of these would be reviewed by the Council prior to any work taking place or booking confirmed. Currently, anyone requesting to use the parks and gardens had to provide such information and most regular users were aware of this requirement. However, this resulted in a commensurate increase in paperwork which had to be produced and reviewed on a case-by-case basis as part of a robust compliance framework. It was acknowledged that the range and volume of paperwork required to run a yoga class was different to that required for a circus operation.

Further, an inspector from the Health and Safety Executive made an unannounced visit recently to enquire about the Council's Covid-19-secure working practices. She reported that they were satisfied with what their review and did not request any follow up action or documentation.

It was proposed by the Chairman, and

**RECOMMENDED** that (i) the report be noted and (ii) the Compliance Officer and all staff be thanked for their hard work over the past year.

#### **472 PUBLIC CONVENIENCES**

##### **(i) Update (standing item)**

The Compliance Officer reported that the Moorfield Car Park and The Green Street toilets (by the Bus Station) remained closed at the current time. The Cleaning Team would be visiting Moorfield later that week to look at the area as there had been some nuisance behaviour and rough sleeping reported in the car park recently. The Council's intention was to reopen this facility by the end of the week. The Green Street Toilets and Bus Station were a key area of nuisance behaviour and drug related activities. She reassured Members that as the situation improved, she would continue to review the situation with a view to reopening the toilets and the Committee would be updated. The Leats Toilets had been closed on 1 April due to sewage problems immediately outside the building. In liaison with Dyno-rod and South West Water, the issue was cleared, and the toilets were thoroughly cleaned before they reopened on 10 April. This information was communicated through the Council's facebook page.

Criminal behaviour had continued to be an issue in the lead up to reopening of non-essential retail and partners working together through Truro Safe continued to be focused on this issue. Complaints continued to be received via Councillors, the Council Offices and Facebook as well as external agencies such as Cornwall Council rather than being reported direct to the Police. She reiterated City Council advice that these issues should be reported to the Police to act on as they were mainly matters of public order and criminal behaviour of a few people that needed to be addressed by the Police. From the feedback she had received earlier that day, the increased footfall in Truro was having a positive impact on the congregation and visibility of those people causing a nuisance. The Council would continue to keep the situation under review.

She reported that the toilets currently open were: Lower Lemon Street, Old Bridge Street Car Park, The Leats and those at the Parks (Boscawen, Hendra and Victoria Gardens). Toilets which were currently closed were: Moorfield Car Park and The Green / Bus Station. The closed toilets were being visited regularly to carry out cleaning and various checks in order that they did not require a professional clean before they could be reopened.

During a brief discussion, in response to Councillor Mrs Carlyon (who spoke with the agreement of the Committee), the Compliance Officer clarified the Council was working hard to make people aware that problems of criminal or nuisance behaviour should be reported direct to the Police. Reports could be made via telephone and on-line. It was also noted issues could be reported anonymously via Crimestoppers on-line reporting system. Cornwall Council's Covid Marshalls and street stewards and bus companies were also making such reports. To date two arrests had been made related to criminal behaviour. She confirmed that an anti-social behaviour officer had been appointed. The Mayor also pointed out that since he had written to the Police and Crime Commissioner, the problems referred to above had visibly reduced following the closure of the Green Street toilets and removal of some benches for Lemon Quay. However, such improvement required the community to continue to be vigilant in reporting such issues to the Police.

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 updated the Committee. Progress continued on the plans to reconfigure and refurbish The Green Street Toilets (next to the Bus Station) to include a changing places toilet. These plans included a refresh of the ladies and gents toilets being the most well-used toilets in the City. The Town Clerk and Compliance Officer had commenced discussions with First Group about contributing to the cost of the project (which would benefit both the Bus Station and City in general) and these were on-going. It had been difficult to find a convenient time for the Public Conveniences Working Group to meet to finalise the preferred design option. She reported that she and her Team favoured Option 1 and she asked the Committee if this could be agreed by the Working Group via email.

A Member suggested, rather than delay the progress of this project any further, given the current urgency of the project, and taking account of the Council's on-going discussions with First Group, the Chairman consider requesting the Committee to choose a design to take forward to the next stage. The Chairman agreed to this request. The Compliance Officer reported plans of the two design Options 1 and 2 were not available to view at this meeting. However, she described Option 1 as the installation of a new changing places public convenience and the refresh and refurbishment of the ladies and gents toilets. Option 2 also included a changing places toilet of the same size and location, but some cleaning storage space would be lost with slightly bigger gents and ladies toilets. The Committee's comments were sought by the Chairman.

During a brief discussion, the Committee expressed general support for Option 1 and emphasised the need to move forward without further delay.

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

**RECOMMENDED TO COUNCIL** that Option 1 for the installation of a new changing places toilets and refurbishment of the Green Street Public Conveniences (by Truro Bus Station) be approved.

**(iii) Ivy on Lower Lemon Street Public Conveniences Building**

The Chairman reported this matter had been raised at the last Council meeting on 29 March and she had agreed that the issue be discussed by the Committee. The Parks, Amenities and Facilities Officer reported that following the recent internal refurbishment of the building the Council's contractor was scheduled to paint the outside of the building in the summer.

During discussion, a number of points were made including concerns about (a) the removal of ivy leading to a loss of wildlife habitat and biodiversity, particularly during the current nesting season and (b) the potential damage to the fabric of the building, which was a public utility in a prominent location, the maintenance of which was publicly funded. The Parks, Amenities and Facilities Officer was asked what the building was clad with, and what the impact of ivy growing on was and secondly, as part of the refurbishment of the exterior, did this include the removal of ivy (and checking for bird's nests) and when would action be taken. In response, he reported that the building was of a Tyrolean render construction. The plan was to paint the exterior and windows in early summer which would include the removal of the ivy to enable cleaning and paint work to take place, If the ivy was growing in the launders, it would be removed. He confirmed that ivy could spread into cracks into the building's render. He had not surveyed the wall in question and had not seen the side of the building adjacent to Mannings Hotel.

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

**RECOMMENDED** that the Parks, Amenities and Facilities Officer investigate and assess the current state of the Lower Lemon Street Public Conveniences Building prior to the removal of the ivy, including checking that there are no birds' nests, as part of the exterior refurbishment works scheduled for early summer 2021.

**473 DISCUSSION ON PARKS EVENTS AND EVENTS HELD BY THIRD PARTIES IN TRURO CITY COUNCIL'S PARKS AND GARDENS SUMMER 2021**

The Parks, Amenities and Facilities Officer introduced the discussion, reminding the Committee that the Council's usual summer events such as band concerts at Victoria Gardens and children's entertainment at Hendra had been cancelled earlier on in the year due to Covid-19. Before significant work started on working with third parties in dealing with requests for large scale events such as fairs and circuses, he asked the Committee to consider whether the Council should consider the holding of such events this summer. This discussion could inform Members' consideration of the following Agenda Item 9 (i) to (iii). He noted that the Council's annual garden and allotment competition would take place as usual this year.

During debate, a number of points were raised including:

- i. Some Councillors felt that such events should take place if possible, acknowledging the amount of work this generated for Council officers, particularly if an event was cancelled at the last minute. It was noted that currently it was impossible to know what might happen in the future.
- ii. Another Councillor expressed the view that this was an operational matter for the Parks, Amenities and Facilities Officer who should make decisions in light of central government national restrictions, as necessary. Risks needed to be assessed carefully against a range of factors such as health and safety, economics and mental health.
- iii. The view was also expressed by another Member that the Committee had a responsibility to provide guidance to officers. He fully supported the Parks, Amenities and Facilities Officer and acknowledged the organisational and financial risks if an event had to be cancelled at the last minute, noting that third parties bore the greatest risk. On balance he considered third party events should be allowed provided they completed the necessary paperwork and bore financial responsibility for their event. He later clarified that if the Parks, Amenities and Facilities Officer decided that an event should not take place then it should not; each application should be considered on its merits. He also commented that once officers were satisfied that an event could go ahead, they had to trust the event organisers to comply with relevant central government restrictions related to Covid-19.
- iv. In response to a request from a Councillor for her views, the Compliance Officer stated that while she felt the priority had to be the safety of the public who used the Council's facilities this was balanced by support for local business and economy to enable facilities to be used by people as they were before Covid-19. Part of her role was to review and follow-up compliance paperwork and if they had to be adapted for some reason, they had to be re-checked that they were satisfactory before a decision was considered. This could potentially generate a lot of speculative work if an event had to be cancelled.

It was proposed by Councillor Wells, seconded by Councillor Mrs Eathorne-Gibbons, and

**RECOMMENDED** that the Council allows events arranged by third parties to be held in its parks and gardens during Summer 2021 (a) in accordance with the relevant regulations and terms and conditions (including fees and charges and bonds etc) and

(b) provided that the Parks, Amenities and Facilities Officer's view that this was appropriate according to the relevant circumstances of the proposed event.

[Councillor Webb – Deputy Mayor Elect entered the meeting at 7.39pm during the above discussion.]

**474 HENDRA PLAYING FIELD (DREADNOUGHT PLAYING FIELD) - REQUESTS FOR USE**

The Committee considered the following requests for use. Each applicant had to date provided a standard application form and relevant compliance paperwork etc was awaited.

(i) Rowlands Funfair: 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.

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

**RECOMMENDED** that permission be granted, subject to the usual terms and conditions, including appropriate compliance conditions.

(ii) Adrenaline Circus: Use of the playing field to operate a circus. Setting up 19 and 20 07 21, operating 21 to 25 07 21, packing up 25 07 21. Dates to be confirmed.

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

**RECOMMENDED** that permission be granted, subject to the usual terms and conditions, including appropriate compliance conditions.

(iii) Circus Funtasia: Use of the playing field to operate a human circus. Setting up 31 08 to 02 09 21, operating 03 to 12 09 21 and packing down 12 09 21.

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

**RECOMMENDED** that permission be granted, subject to the usual terms and conditions, including appropriate compliance conditions.

**475 TREMORVAH PLAYING FIELD – INSTALLATION OF FENCING**

Further to Minute 422, the Parks, Amenities and Facilities Officer reported that since the last meeting he had met CBRE (contractors for Cornwall Council) on-site to discuss the proposed installation. CBRE were waiting for a licence to be drawn-up by Cornwall Council's Legal Department. He undertook to make a further report back to the Committee in due course. The report was noted.

**476 BOSCAWEN PARK**

**(i) Request For Extension To Boscawen Park Playpark**

Councillor J Allen asked the Committee to consider extending the playpark with a natural play area located between the Playpark and river. She considered that the facility needed to be extended reflecting the Parks huge popularity and the growth of the City of Truro. Further she asked if additional facilities could be provided for older children and if the play park could be extended on the field. She suggested this could be considered by the Towns Fund Scheme. In response, the Parks, Amenities and Facilities Officer advised that regular sports activities currently took place on the field and space was limited between the sports pitches and the river. He felt that these suggestions needed to be considered as part of the Towns Fund Boscawen Park Project which was focussing on the Park as a whole entity. One element being considered was the installation of an AstroTurf facility which could increase access in poor weather (due to local flooding/ drainage issues). He agreed that use of open spaces and parks and gardens had significantly increased in the last year.

Another Councillor suggested that the Parks, Amenities and Facilities Officer could consider starting the process of developing another park at a different location. In response the Parks, Amenities and Facilities Officer commented that most of the Councils' parks were centrally based in the Parish. He also reminded the Committee that land at Coosebean and Newbridge Lane had recently been devolved to the Council and engagement would be needed with local communities. In response to a Member, he noted the Donkey Field off Chapel Hill was provided by Cornwall Council to the City Council by way of licence.

In conclusion, Members generally considered that the suggestions for Boscawen Play Park should be considered as part of the Towns Fund: Boscawen Park Project which was in the process of being developed. Councillor Wells also commented that, in relation to Newbridge Lane, considerable work had been done on in relation to plans for this area as part of the development of the former Richard Lander School site. The Parks, Amenities and Facilities Officer agreed to follow this up.

**(ii) Request For Pop-Up Restaurant Facility In Boscawen Park Summer 2021**

Councillor J Allen reported that it was too late for her request to be considered at this meeting. However, she requested that the Café's food offer and opening times be reviewed in light of the Park's popularity and lengthening days. Generally, Members considered that the Council need to have regard for local businesses and the services they offered during the continuing difficult economic circumstances and any potential additional competition. In addition, the Parks, Amenities and Facilities Officer reported that pasties, sausage rolls and soups had previously been offered by the Café, but they had not sold well so this was stopped. Opening hours were due to be extended in the next couple of weeks to 08:00 – 21:00.

**(iii) Request For Use**

Members considered a request (presented by the Chairman) from a craftivism committee in Truro linked to the Cornwall WI climate ambassador group to install a climate change banner in Boscawen Park. During discussion the Parks, Amenities and Facilities Officer suggested such a banner could be attached to the tennis court fencing. The Chairman described the banner (in a photograph she had received) as about 5' by 5', of a yellow colour mainly with a coloured strip, the yellow and green text of the banner read 'Climate Change' and there were unobtrusive pockets which could be used to place information. Members were generally supportive of the request.

It was proposed by the Chairman, seconded by Councillor Allen, and

**RECOMMENDED** that permission be granted for the installation of a banner at Boscawen Park.

**477 BOSCAWEN PARK AND THE SWANPOOL**

Dredging of Swanpool – Update

The Parks, Amenities and Facilities Officer advised that there was nothing to report.

**478 IDLESS NURSERY**

Project Update

The Parks, Amenities and Facilities Officer reported since the last meeting that:

- i. Contractor J B Andrews was waiting for the rain-harvesting tank to be modified (at their expense) due to the wrong measurements being used. Once this had been installed the site would be signed back to the Council
- ii. He was still awaiting the results of water samples (which had been tested by SW Water) from Aquasource.
- iii. Drainage and rain attenuation works were complete.

- iv. In response to a question from a Member, he hoped that the Parks Department would occupy the site at the end of August 2021. The report was noted.

**479 PROPOSED TRURO CITY COUNCIL ZERO CARBON WORKING GROUP**

Appendix A

Further to Minute 419 the Committee was requested to consider in principle draft terms of reference for a zero carbon working group to be recommended to Council for consideration by the successor Committee in the new Council. The draft terms of reference were presented by Councillor-Mainwaring-Evans

During discussion a number of matters were raised including:

- i. A number of issues were raised by a Member: (a) He suggested one of the working group's aims was not to "develop and agree" but was to instead put forward for agreement; it was up to Council to agree. (b) The specified membership might limit Member involvement, so instead he suggested this be replaced with 'no more than six members'. (c) In terms of procedure, he felt this working group should be a working group of the Council to which it reported, rather than the Parks and Amenities Committee because its remit was Council-wide and included such facilities as the Library and Municipal Buildings. (d) He noted that the Town Clerk was investigating if the Annual Council Meeting and Adjourned Meetings currently scheduled for June could be replaced by one meeting taking place in Truro Cathedral (due to the current Covid-19 restrictions). Due to timescale, he suggested that the draft terms of reference for the working group be presented to the last Council meeting of the current Council i.e. 26 April for onward consideration by the new Council at its first meeting.
- ii. Another Councillor clarified that, in relation to the suggested membership of six councillors, this included the Chairman and Vice-Chairman of this Committee and one representative each from the Finance and General Purposes and Planning Committees leaving two more councillors to be appointed.

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

**RECOMMENDED TO COUNCIL** that:

1. Draft terms of reference for a new zero carbon working group reporting to Council be considered for approval in principle at the next Council meeting on 26 April 2021.
2. An item be placed on the agenda of the first meeting of the new Council in June to ensure the appointment of up to six Councillors on the new working group.

[Councillor Mrs Neale left the meeting at 8.29pm before the discussion off this item.]

**480 TOWNS FUND PROJECT**

The Parks, Amenities and Facilities Officer reported that the Towns Fund Project bid for funding had been successful and he would be helping to drive forward the project, working with the Chairman of this Committee. The Mayor (who was also a member of the Towns Fund Board) noted that the Board was awaiting detailed paperwork (including any constraints) from central government and this would be considered at an Extraordinary Board meeting on 24 April. He also commented that the Boscawen Park Project (one of six projects) had been selected for fast-tracking by the government. The report was noted.

- 481 PARKS, AMENITIES AND FACILITIES OFFICER'S REPORT** Appendix B  
Members received the Parks, Amenities and Facilities Officer report. He also reported that two new vehicles were due to be delivered to the Park Department by the end of May, with two mor vehicles delivered in July. The report was noted.
- 482 PARKS MANAGER'S REPORT** Appendix C  
Members received the Parks Manager's report. The report was noted.
- 483 TWO, FIVE AND TEN YEAR PLAN** Appendix D  
Further to Minute 266, the Committee considered a bi-annually updated draft Two, Five and Ten Year Committee Work Plan. The Parks, Amenities and Facilities Officer reminded Members of the history of the new build project referred to on Page 1 Victoria Gardens. In response to a query about the planned transfer of land at Treffry Road to the City Council the Mayor noted that completion had been set back and Cornwall Council's Legal Department was awaiting instruction. The latest plan was noted.
- 484 LETTERS OF APPRECIATION**  
The Parks, Amenities and Facilities Officer read out an email of appreciation concerning the Parks Department superb work in the City.
- 485 CORRESPONDENCE**  
**Boscawen Park- Request for Use**  
The Parks, Amenities and Facilities Officer's Secretary reported an email received from Truro Canoe Club after the agenda had been published. Permission was sought to use the top car park (by the slipway) at Boscawen Park on 27 June 2021 for the start and finish of the Annual Fal Hasler Kayak Race. Set up was 07:00, the race started at 08:00 and packing down by 11:00. A comprehensive risk assessment including covid-19 was awaited.
- It was proposed by Councillor Biscoe, seconded by Councillor Allen, and
- RECOMMENDED** that permission be granted, subject to the usual terms and conditions, including appropriate compliance conditions.
- 486 DATE OF NEXT MEETING**  
The Chairman confirmed the next Committee meeting was scheduled for Monday 21 June 2021 starting at 7.00pm
- 487 CHAIRMAN – COUNCILLOR MS SOUTHCOMBE**  
The Vice-Chairman, on behalf of the Committee, thanked the Chairman for her forbearance in managing the Committee meeting particularly during recent difficult times. This meeting was the last Committee before the election and the new Council, and she thanked all Councillors for their hard work. The Chairman suitably responded and in particular, thanked Councillor Mrs Neale (in her absence).

The meeting closed at 8.59 pm.

-----CHAIRMAN



**Truro City Council**

## Truro City Council Carbon Zero Working Group

### Terms of Reference

#### Purpose

The Working Group has the core purpose to report on and suggest methods to reduce Truro City Council's (TCC) carbon footprint. This group will work toward the 2030 net zero ambition agreed upon by Truro City Council in February 2019.

#### Aims and Responsibilities:

The aims of the Working Group are:

- Develop and agree an on-going methodology for recording TCC Green House Gas (GHG) emissions.
- Develop and deliver a reduction strategy, aiming to achieve net zero by 2030.
- Develop a wider communication plan which will allow TCC to take an active role for achieving carbon neutrality within Truro. The plan will aim to encourage and support local residents and businesses to tackle their own GHG emissions, leading to a wider benefit across Truro.
- Consider relevant pledges/schemes which TCC could participate in.
- Explore potential funding options which could help progress TCC's ambitions of carbon neutrality.

#### 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, Vice Chairman (if appropriate) and Secretariat will be appointed at the initial meeting of the Group.

#### Meeting schedule and ways of working:

The group will aim to have structured meetings once a month and will aim to hold them a fortnight before the Parks and Amenities Committee meets. The exact dates and times of those meetings are to be agreed at the group's inaugural meeting.

The Group will decide how best to operate; platforms like Zoom and MS Teams could be applied.

## **Parks, Amenities and Facilities Officer's Report:**

### **Boscawen Park – Applications for Use**

#### Permissions Granted

- Truro Morlaix Twinning Association – Use of boules piste for playing boules from 4 April Sundays & Monday 4 April (Easter Monday) 11:00 – 13:30.
- The Rotary Club of Truro Evolution – Litter Pick Saturday 03.04.21 14:00 – 16:00.
- Charlotte Little - Outdoor yoga classes - Sundays 4 April to 26 September 10:00 – 11:00.
- Truro City Youth Football Club U18s Team – Training at Boscawen Park - 18:00- 20:00 Thursdays 01 & 08 04 21.
- Carrick U3A – Use of boules piste to play petanque from 1 April Tuesdays 11:00 – 13:00, Wednesdays 11:00 - 15:00 & second Sundays 11:00 – 14:00.

### **Green Truro Festival 2021**

Following the success of last year this event has been provisionally booked to take place from Friday 2 July to close of play Sunday 4 July, including an on-line conference style event on the Friday. The event will, of course, be subject to whatever national Covid-19 restrictions are operating at the time of the event. Members will be sent further details by the Events Coordinator in due course.

### **Maintenance Team**

- The installation of solid roadway at Nancemere Allotment Site has almost been completed to allow use of the facilities at the top half by allotment holders being able to drive up with materials for their plots.
- On 6 April we were due to commence work dredging the Leats at Victoria Gardens. Unfortunately, this has been postponed due to the requirement of footpath closures & an application to Cornwall Council for this & advice is currently being sought from the Environment Agency on the disposal of the dredgings. The Environment Agency have cleared the blockage in the pipe running down the river from Carvedras. This will enable fully functioning of the Leats in the Town Centre. These works were originally planned for Easter last year but were postponed due to the pandemic.
- A pedestrian access gate to Redannick Park which had been removed last year due to vandalism has now been replaced with a metal gate.
- Motor & General Engineering will be welding the final instalment of railings at Victoria Gardens in early May which had also been delayed by the pandemic.

### **Outdoor Sport**

Following Central Government's announcement about outdoor sport the tennis courts, outdoor gym equipment, skatepark & football pitches re-opened for use on 29 March.

### **Parks Machinery and Equipment and Vehicle Plant Renewals Fund & Asset Register**

As part of the financial year-end accounting process the Asset Register has been updated. This covers all the machinery and vehicles used by the Maintenance Team, Parks staff & Toilet Team and held at Boscawen Park and Victoria Gardens. Once the new vehicles have been received & added, the Parks Department schedule of machinery will be presented to Parks & Amenities Committee.

### **Tree Planting at Cornubia Green**

The previous date was cancelled & a new date was pencilled in for Tuesday 6 April in line with Easter holidays. The families who expressed an interest were able to participate in the planting & the day was a huge success.

### **Truro Methodist Church**

On 9 March, following a request to provide information about the nature of the pieces and how they would be suspended, Truro Methodist Church thanked us for our help but withdrew a proposal to hang large wooden egg shapes decorated with Easter stories, in the trees at Boscawen Park and Victoria Gardens (Minute 428 refers).

## **Victoria Gardens**

Pilot Refreshment Facility – Two people expressed interest in 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. Following a request for business cases, one person withdrew their interest due to other commitments. A business case tender document was received from the other person. The operational details will be finalised by the Town Clerk, in conjunction with myself with a view to commence a trial operation.

### Applications for Use Permission Granted

Zoe Mote: Flow Dance & Yoga – outdoor yoga classes - Mondays 18:00 – 19:00 05 04 21 – 30 08 21.

### **RECOMMENDED:**

That the report be noted.

Richard Budge  
Parks, Amenities & Facilities Officer  
7 April 2021

**Parks Manager's Report:**

**Town**

The colder weather has delayed some of our planned work. Wild Truro areas are being prepared but the planting of them has slowed due to the forecasted frost. However, ground preparation is underway. The dry weather has also forced us to do more watering than expected. Some newly planted areas need water as the plants are not quite established. New Wild Truro beds have been made in the Public Cemetery and along St Clements Street. These will contain features as well as plants. Elsewhere in the town we are clearing areas for more of our pollinator friendly mixes. These once again will be dotted around Truro. The seed will be sown at the end of April.

**Nursery**

We have now got all the customers baskets planted; this is around 400. The rest of the baskets, window boxes and hayracks are also underway and will be finished in the next two weeks. Seeds are germinating well, and all plug plants have arrived. These along with 700 plus dahlias are being potted and grown for our main bedding displays.

**Boscawen Park**

We are continuing to mulch and clear through the perennial beds. Football has restarted, so the pitches are being maintained more regularly. Cricket is also looking like it will be going ahead and work on the square, which has been mainly left for nearly twelve months, is increasing. The first game will be on 17 April.

**Victoria Gardens**

We now have a new Skate Park Attendant. He will be here for the summer months and will be working on the usual duties but also working with the other users of the park to look at combatting the littering problems. He already has two young volunteers with bin bags. We hope over the next few months to work with the skating community there and improve the area for all. Work in the main gardens is continuing at pace. Clearing is continuing and planting of some areas has started. Again, we are being a little hampered with the colder weather. The Head Gardener is growing smaller shrubs in pots. These will be planted in the autumn.

**Contract Work**

This is increasing as we enter April. Most of our contract work has now doubled. During 2020, we have increased our regular work and have taken on two new contracts. A new contract for work at Newham has come into place and we are working with Newham BIDS and other businesses on the industrial estate to increase what we do.

**RECOMMENDED:**

That the report be noted.

Liam Shoesmith  
Parks Manager  
7 April 2021

HIGH LEVEL PROJECT LIST

LOCATION	PROJECT	WORK REQUIRED	ACTION OWNER	TIMESCALE	COST
Victoria Gardens	Band Stand	Repair & refurbishment of bandstand and top shelter. Small project which the Group want to raise money for. Detailed structural survey undertaken by Calibre Metal Works. Detailed report received & ready to go out to contract.	Friends of Victoria Gardens	Investigating – review 2021	Once report received tenders will be sought.
	RAM	Excavation and relocation to top by weir gate. Own water supply. Separate supply to town and RAM.	Parks, Amenities and Facilities Officer	2024	No Costing
		All water features to be upgraded.	Parks, Amenities and Facilities Officer	2024	No Costing
	New Build	Planning permission-building to match house (see plans).	Parks, Amenities and Facilities Officer	2024 (Planning Lapsed)	No Costing
Idless	Install new Nursery	Steel frame building erected & completed.	Parks, Amenities and Facilities Officer is Project Manager	2020 Q2	£178k + £26k for extra foundations
		Install septic tank and drainage. Tenders have been received & JB Andrews contractor appointed to begin work spring 2021. Complete. Awaiting installation of rain harvesting system.		2021	£54,893
		Install 1. Glasshouses		2021	No costings

HIGH LEVEL PROJECT LIST

LOCATION	PROJECT	WORK REQUIRED	ACTION OWNER	TIMESCALE	COST
		<ul style="list-style-type: none"> <li>2. Skin poly-tunnels</li> <li>3. Irrigation</li> <li>4. Heating</li> <li>5. Surfacing</li> </ul>			
Boscawen Park tennis facilities	Improvement of tennis facilities	<p>Demolition of existing Tennis Pavilion</p> <p>Build New Tennis Pavilion with Café, viewing area, modern changing &amp; public toilet facility. Contract let.</p>	Parks, Amenities and Facilities Officer	<p>Works due to commence Summer 2021</p> <p>Late Summer 2021 26-week build</p>	£490K
Boscawen Park Nursery	<p>Staff facilities</p> <p>Clear site</p> <p>Future Project</p>	<p>New staff mess room, toilet and shower facilities.</p> <p>Dismantle Greenhouse and Polytunnels. Demolish wooden greenhouse.</p> <p>Development of sports hall, visitor attraction etc unknown.</p>	<p>Parks, Amenities and Facilities Officer</p> <p>Parks, Amenities and Facilities Officer</p> <p>Parks, Amenities and Facilities Officer</p>	<p>Project completed</p> <p>Autumn 2021</p> <p>Planning to commence 2021/22 as part of Towns Fund Bid</p>	<p>£40K</p> <p>Not Costed. Work to be undertaken by Maintenance Team</p> <p>Costs are being sought</p>
Daubuz Moor	Bridge	Liaise with all relevant parties on design, build and mitigating factors. Awaiting negotiation of licence with Cornwall Council which could be a long time.	Led by Parks, Amenities and Facilities Officer with Rosedale Community Association	2020/21	£7,500 Section 106 Funding allocated but price TBC.

HIGH LEVEL PROJECT LIST

LOCATION	PROJECT	WORK REQUIRED	ACTION OWNER	TIMESCALE	COST
Redannick Park	Playpark Installation	Final works on installation (weather dependant) to reopen.	Parks, Amenities and Facilities Officer and Friends of Redannick Park	Installation of equipment completed. New path to be surface. Contract let, awaiting date to commence following Covid-19 restrictions lifting.	£98,932.61
Tremorvah Playing Field	Playpark	Install 5 Items of Play Equipment and relocate fence	Parks, Amenities and Facilities Officer	Play equipment installed. Fence relocated. Project complete.	£56,516.47
Beechwood Parc	Maintenance of land	Path works – measurement	Countryside Ranger	2020	Awaiting quotation. More quotations required.
		New friends' group to be established	Countryside Ranger	2021	Nil
Treffry Road	Allotments	Create new allotments once land has been transferred	Parks, Amenities and Facilities Officer	Awaiting Cornwall Council to transfer land	Section 106 funding will be available

PARKS AND AMENITIES DEPARTMENT - PROJECTS CALENDAR

2020	2021
<p>BOSCAWEN PARK – STAFF FACILITIES <i>(completed)</i></p> <p>REDANNICK PARK – PLAYPARK <i>(completed)</i></p> <p>TREMORVAH – PLAYPARK <i>(completed)</i></p>	<p>VICTORIA GARDENS – BANDSTAND (Ready to go out to tender)</p> <p>VICTORIA GARDENS – REPLANTING (started in-house)</p> <p>BOSCAWEN PARK NURSERY – CLEAR SITE</p> <p>IDLESS NURSERY – COMPLETE PROJECT</p> <p>BOSCAWEN PARK – TENNIS FACILITIES <i>(tender let)</i></p> <p>BEECHWOOD – PATH MAINTENANCE <i>(needs to be advertised via Contracts Finder)</i></p> <p>DAUBUZ MOOR – BRIDGE &amp; POND <i>(held up through CC licence transfer)</i></p>
2022	2023
<p>BOSCAWEN PARK NURSERY – FUTURE SITE</p>	<p>REDEVELOPMENT OF BOSCAWEN PARK NUSERY SITE</p>
2024	2025
<p>VICTORIA GARDENS – RAM AND WATER FEATURE</p>	<p>VICTORIA GARDENS – NEW BUILD</p>

Updated 07 04 21