

**MINUTES OF THE MEETING OF THE PARKS AND AMENITIES COMMITTEE HELD ON
MONDAY 14 JUNE 2021 AT 7.00 PM IN THE LARGE COMMUNITY ROOM, SECOND
FLOOR, TRURO COMMUNITY LIBRARY, PYDAR STREET, TRURO**

PRESENT: Councillors Biscoe, Mrs Eathorne-Gibbons, Green, Roby, Roden (Chairman of Finance & General Purposes Committee), Sealy, Ms Southcombe (Chairman), Mrs Stokes (Deputy Mayor), Tamblyn, Unwin, Wilkins & Webb (Mayor)

APOLOGIES: There were no apologies for absence.

Also in attendance: Councillor Smith.
Roger Gazzard – Town Clerk.
Richard Budge – Parks, Amenities and Facilities Officer.
Kate Bell – Compliance Officer (present for Minute 37 only).
2 members of the public – Mr P Caruana & Mr G Mundy.

29 CHANGE IN ORDER OF AGENDA ITEMS

The Chairman advised that Item 8 (i) & (ii) would be taken after Item 3 Open Session For Electors Of Truro Relating To Items On This Agenda - Verbal Questions.

30 DISCLOSURES OR DECLARATIONS OF INTEREST

There were no disclosures of interest.

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

Tremorvah Playing Field – Playpark

Mr Caruana described the noise made by children shouting, screaming & swearing during the day & night (which had only ceased about three weeks ago) & the negative impact on his life. The play park was busy when children left school, then after 6pm it would be occupied by teenagers. One personal impact was that he had put his house up for sale. He noted that the hammock seat was used by teenagers when smoking & drinking. He expressed the views that (a) both the deactivated saturn carousel & hammock play equipment should both be relocated to Boscawen Park, away from residential areas, (b) the fence should be moved closer to the play equipment (he offered to contribute to the cost of moving), & (c) he proposed & offered to help fund a new 5-a-side football pitch further down the field. Mr Mundy echoed Mr Caruana's concerns which he felt were shared by their neighbours.

Councillor Sealy asked Mr Caruana if he had involved the Police in this matter. In response, Mr Caruana said that he had given up on contacting the Police via 101 & suggested that the Police had insufficient resources.

Mr Mundy & Mr Caruana concluded by saying the Council should have consulted local residents directly on the extension to the Play Park.

[Mr Caruana & Mr Mundy then left the meeting room.]

33 TREMORVAH PLAYING FIELD

(i) Application by Grasshoppers FC to Locate Second Container

The Parks, Amenities and Facilities Officer introduced the application from Grasshoppers Football Club which had been made by Greens Team Manager, Mr Bridger. He explained one steel container had already been installed to store goals etc to be used by the Red & Green Teams mainly on Sundays & for training. This included a Portaloo for these Teams' use only. This application was for the installation of a second container on the same site. It referred to the setting up of a café facility selling refreshments & a changing area, rather than a storage area. He commented that use was restricted to only two teams given the local residential area & limited parking available. The Teams also had permission to use the car park by the Magistrates' Courts. He also reported that the Reds Team Manager considered

that there was already sufficient container facilities currently on the site. His recommendation to the Committee was not to install a second container at the present time, but the matter could be considered again in the future. There was general agreement to this recommendation.

It was proposed by Councillor Roden, seconded by Councillor Webb, and

RECOMMENDED that consideration of the application be deferred until after the Committee's consideration of the following agenda Item 8 (ii) Playpark Equipment.

[Mr Caruana re-entered the meeting room during this item.]

(ii) Playpark Equipment

The Parks, Amenities and Facilities Officer updated the Committee on the current position regarding the Playpark & future consulting (Minute 367 (08.02.21) refers). He reported that at the request of a resident the saturn carousel equipment had been deactivated by the removal of a handlebar. Following advice from the Council's insurers, Heras fencing was installed & the equipment fully deactivated by fixing to the ground so the equipment could not be used, or mis-used. Since then, there had been vandalism to the carpet (safety surface), hammock equipment & concrete edging around the other play equipment. This had been repaired & the replacement hammock parts had been ordered. The saturn carousel equipment had been decommissioned pending full consultation by the Council with playpark users, & local residents, which had been expected to take place after 21 June 2021 & the anticipated next stage of central government lifting national restrictions. The government had announced earlier that evening that the lifting of national restrictions had been delayed by a minimum of 4 weeks due to the on-going increase in Covid-19 infection rate. One impact of this was to delay to the consultation by the Council.

During discussion, a number of points were raised during discussion, including:

- i. A Member noted the playing field had previously been allocated as 'educational land' by the former Cornwall County Council. As far back as thirty years ago there was a continuing shortage of amenity land in this densely populated part of Truro (the nearest amenity land was located in Tregurra). The playing field had been devolved by Cornwall Council, to Truro City Council as it was no longer deemed as required for a primary school. Since it had been devolved, activity had increased & there had been an extension to the facilities. He acknowledged, following this increase in use, the Council had not stepped back to look at a considered layout with the aim of utilising the space in the best way, in terms of layout & use. He suggested the Council prepare a layout analysis & plan for Tremorvah Playing Field which was then consulted upon. The results of that consultation should then be considered appropriately by the Council before it agreed a plan. Hopefully, the plan could be incorporated into the Council's work on next year's budget which was expected to begin in July. The consultation should be conducted in an open, accountable & fair manner to develop a plan providing for all the local community. This suggested course of future action was generally supported by the Committee. It was also suggested the potential cost(s) of the plan, including moving any equipment to Boscawen Park, be included in this work.
- ii. A Councillor queried a) when a sign had been removed indicating equipment was suitable for the 4 – 10 years age range & b) why the Saturn Carousel & hammock equipment could not be moved to Boscawen Park immediately. In response, the Parks, Amenities & Facilities Officer said there had never been such a sign at this location & there was no age limit for this type of equipment. The Friends of Tremorvah Playing Field Group had considered the needs of teenagers & the outcome had been the installation of new equipment & b) He advised the Committee to await the result of the forthcoming consultation

- before any equipment was moved. Later in the discussion, a Councillor also cautioned the Committee against pre-empting the outcome of consultation.
- iii. Some Councillors reiterated again that children & young people had particularly suffered during the Covid-19 pandemic & it would be a shame if the Council could not enable them to enjoy themselves. It was also suggested age limits should not be imposed by the Council on public amenity land.
 - iv. Some Councillors had visited the Playpark as individuals & commented the Playpark had been quiet on those occasions.
 - v. There was general acknowledgement that consultation should take place in a timely manner.
 - vi. In response to a question, the Parks, Amenities & Facilities Officer reported there was a multi-use games area (MUGA) currently located at Redannick Playing Field. Prior to the installation of the new playpark at Boscawen Park there had been a MUGA but this had been removed because it had reached the end of its life.
 - vii. In response to a further question from a Member, the Parks, Amenities & Facilities Officer reported he had sufficient time to allocate to this potential project.

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

RECOMMENDED that the Council:

1. Prepare a layout analysis & develop a draft plan for the future use of Tremorvah Playing Field by all the community.
2. The draft plan should include potential costs, including the cost of moving any equipment to Boscawen Park.
3. Consult appropriately on a draft plan.
4. The results of the consultation to be considered appropriately by the Council before a final plan is agreed.
5. Aim to include the plan in the Town Clerk & Responsible Finance Officer's work programme for the 2022 - 23 budget which was expected to begin in July.

The Chairman clarified that the outcome of the application considered at Item 8 (i) above would be incorporated in the project above.

34 MINUTES

The Minutes of the Meeting held on 12 April 2021, having been before Council on 26 April 2021, were signed as a correct record.

[The Town Clerk entered the meeting room.]

35 TRURO TOWN DEAL BOSCAWEN PARK PROJECT

Appendix A

The Town Clerk's set out the background to the Truro Town Deal Boscawen Park Project which was going forward. The Project objectives were set out & the next stage was the development of a detailed business case in a prescribed format & in compliance with HM Treasury Green Book. The two roles of the City Council were outlined as owner of the site & lead organization for the delivery of the project. The Council would be supported by advisors from both Cornwall Council & the government. The City Council had to put in place a structure for delivery of the business case & project build (set out at Enclosure 2). The Town Clerk also recommended the establishment of a working group of Councillors to lead the Project & a draft terms of reference was set out at Enclosure 1. The report also set out the staff resources which had been previously agreed by Council to release current staff to carry out Towns Fund work & the Town Clerk recommended that this be made permanent. The work to be carried out by in-house staff was also outlined.

The Town Clerk advised the objectives had been agreed by central government & there were 16 smaller elements such as landscaping etc. The working group would need to firstly consider the masterplan including the objectives. He noted there was some flexibility in the masterplan. One of the roles of the working group was expected to be recommending the acceptance of tenders. The Committee considered the two recommendations set out on page 3 of the report.

During discussion, a number of points were raised by Members, including:

- i. A Member (a) queried the aims & responsibilities set out in the draft working terms of reference, asking if these should be specified & (b) asked if the working group would set the masterplan. In response, the Town Clerk advised that the working group would be responsible for delivery of the masterplan. This would include the appointment of advisors, project managers & the architect for the river-based project & deciding what would be located in the building such as a climbing wall. He had examples of best practice & alternatives available with a view to going out to tender in the summer. This would be a key priority.
- ii. In noting that the draft terms of reference stated the working group would be a working group of perhaps five members & be appointed by Council, a Councillor queried why it would be reporting to the Parks & Amenities Committee. In response, the Town Clerk advised because this project related to the function of Boscawen Park, the working group would primarily be reporting to this Committee. Another Member highlighted the importance of the governance process, particularly in relation to HM Treasury Green Book.
- iii. Clarification of the inclusion of commercial elements, was sought. In response, the Town Clerk confirmed this was very important, particularly in relation to the comparison of options, & would inform the decision-making process.
- iv. In response to a Member, the Town Clerk clarified Cornwall Council's advisors were the subject of a tender process & Cornwall Council would have their own team of advisers in place by the autumn 2021.
- v. Another Councillor expressed the view that community value & well-being were just as important as commercial factors. The Town Clerk confirmed this was a requirement of the HM Treasury Green Book. Both a financial & economic business plans, including factors such as health & well-being (to which a figure could be assigned) would be developed. The Council would benefit directly from the project as a whole e.g. in relation to flood defence.
- vi. The Town Clerk reported that, beyond work on the masterplan the working group would need to submit a planning application & he had raised this red flag of concern that this would be challenging within the one year allowed for the business case.

It was proposed by the Chairman, and

RECOMMENDED TO COUNCIL:

That the Council form a Boscawen Park Project Working Group with Terms of Reference as shown at Enclosure 1.

RECOMMENDED TO FINANCE & GENERAL PURPOSES COMMITTEE:

That the current temporary staffing changes be made permanent with costs being met by the Towns Fund Grant.

(The above recommendations were voted on separately by the Committee, as requested by the Chairman.)

36

BOSCAWEN PARK

Electric Car Charging Point for Vehicles

The Town Clerk requested the Committee to consider, in principle, the installation of an electric car charging point at Boscawen Park, subject to a report (including financial details) to be provided by the Town Clerk to the next Committee meeting on 13 July 2021. At this stage costings were in the region of £7K for the equipment & electricity. Recovery of costs would be through the ability to make a greater charge than the cost of the electricity & would rely on people using the charging point.

During debate, a number of points were raised by Members, including:

- i. Initially, the principle of installing a charging point was generally welcomed.
- ii. Members generally considered the potential use of such a facility at Boscawen Park would need to be carefully considered. It was commented similar charging points at County Hall Truro & Marjons College, Plymouth were not well-used. The Town Clerk agreed that potential use would be much more difficult to assess than costs.
- iii. It was suggested such a facility might help reduce the Council's carbon footprint.
- iv. In response to a Member, the Town Clerk confirmed that he was looking at a 22kw power supply to be available at Boscawen Park.
- v. Concern was expressed if investment was made but not recovered within a given time. The Town Clerk shared this concern, stating the Council would have to be certain on this point,
- vi. It was also suggested the Council could consider charging points for electric bikes.

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

RECOMMENDED that the Town Clerk provide a report (including financial details) on the principle of the installation of an electric car charging point at Boscawen Park, to the next Committee meeting on 13 July 2021.

[The Town Clerk left the meeting at the conclusion of this item.]

[The Compliance Officer entered the meeting room.]

37 PUBLIC CONVENIENCES

(i) Update (standing item)

Appendix B

The Compliance Officer presented her regular report & highlighted the current situation, service provided by her team, & her role. She reported that the new Wallgates were due to be fitted at the end of week commencing 21 June & confirmation was being chased on a daily basis. In relation to nuisance behaviour the Council continued to take part in meetings of Truro Safe, where different organisations worked together to tackle these various problems, in a joint-agency approach.

Councillor Biscoe congratulated both the Compliance Officer as manager, & the Cleaning Team, for caring about the service they provided & for the cleanest & best-appointed public conveniences he had ever used. In response, the Compliance Officer noted from the point of view of the Cleaning Team, their work could be quite thankless at times & they had been subject to both assault & negative behaviour. However, the congratulations were really appreciated & she thanked Councillor Biscoe on behalf of the Team & herself. The Chairman also encouraged Councillors to talk to the Team at work in the Town.

The report was noted.

(ii) Installation of Changing Places Facility at Green Street – Project Update

Appendix C

Further to Minute 472 (12.04.21) the Compliance Officer presented her report (& plan) which had been circulated by email to the Committee earlier that day. Firstly, she described what a changing places facility contained i.e., toilet, hoist, changing bench & sufficient space for carers. She had met the new architect on-site & the existing structure was viewed & potential location of services was discussed. Essentially it involved combining the three areas of kitchen, storage area & existing disabled public convenience into one area. The plans were slightly modified to minimise internal structural changes & measurements were made for internal fittings. This project was still at an early stage & she would be contacting Disability Cornwall & potential facility users again before formulating a detailed plan. At this stage she hoped to be in a stage to issue a tender by the end of August 2021 providing there was no objection from Cornwall Council (the site owner). The architect had also met the Cleaning Team to understand their needs & build this factor into the plan. She was also looking into how best to restrict use, rather than being reliant on Radar locks. She would also brief a new Public Convenience Working Group (once established) on key milestones in due course (see (ii) below).

During a brief discussion, a Councillor commented that in addition to the existing facility at County Hall, (on the edge of Truro) such a facility would be installed in the Hall for Cornwall (currently closed for works & due to reopen in the autumn 2021). A facility was also included in the plan for the new tennis pavilion at Boscawen Park. This made a total of four, & the question was asked, was this viable? In response, the Compliance Officer commented, currently some people deliberately did not bring their families to Truro because of the lack of this facility. She undertook to contact Disability Cornwall & seek further information on need. Another Member assured the Committee that these facilities, not available at public conveniences, were needed, & were important, particularly to people with severely disabilities. He had also spoken to the Town Clerk about applying for potential funding from a central government funding stream.

The report was noted.

(iii) Public Conveniences - Working Group Membership

The Compliance Officer outlined the role of this Working Group. This was to work with the Compliance Officer on projects such as the changing places facility (see (ii) above), inform decision making on fixtures & fittings, shape the design & function of public conveniences & report its views to Committee. She requested the Committee to consider & recommend a new membership for the new Council. Councillors Roby, Sealy & Unwin expressed interest in joining the Group. The Committee Chairman & Vice-Chairman were already members by virtue of their positions.

It was proposed by the Chairman, and

RECOMMENDED that Councillors Roby, Sealy & Unwin, together with the Chairman & Vice-Chairman of the Parks & Amenities Committee be appointed to the Public Conveniences Working Group for 2021 – 2022.

[The Compliance Officer left the meeting room & Councillor Smith re-entered the meeting room.]

38 VICTORIA GARDENS

Trial operation of Refreshment Facility

Further to his update reports (for information) made to the Committee meetings held on 8 February & 12 April 2021, the Parks, Amenities and Facilities Officer updated Members on the trial operation of a refreshment facility. Firstly, he began by saying the tea hut building (which provided basic refreshments on band concert days) was

looking rather tired & drab. An expression of interest had been received to operate a refreshment facility from this building for a trial period. Following negotiations & change in personnel, & consultation with the Mayor, Deputy Mayor & Chairman & Vice-Chairman (of the old Council & Committee respectively) a new establishment 'Pollen in the Park' opened for business on 9 June for a trial period. He noted that the preparatory works had taken longer than anticipated & included an upgrade of the electricity & water supplies, & installation of food-grade sheeting & Cornwall Council Public Health Team sign-off was awaited (but did not prevent opening). In response to a question from a Member, he assured the Committee that members of the public could continue to bring their own refreshments for consumption in the Gardens as usual. The report was noted.

39 BOSCAWEN PARK AND THE SWANPOOL

Dredging of Swanpool – Update

The Parks, Amenities and Facilities Officer explained this item was on the agenda because the previous Committee was keen the work be undertaken. This project now formed part of the Boscawen Park Towns Deal Project, linked to the flood protection element (adjacent to the riverbank). This project was moving forward – Minute 35 above refers. In response to a query from a Councillor, he reported the Duck Pond remained operational, acknowledging it looked unsightly, particularly in flood conditions, & no harm was caused to wildlife. The report was noted.

40 IDLESS NURSERY

Project Update

The Parks, Amenities and Facilities Officer outlined the development of this project from its beginning about 7 / 8 years ago. He reported that since the last meeting:

- i. The buildings, electrics & polytunnel frames had been constructed or installed.
- ii. The Maintenance Team was currently trenching the polytunnel pipeworks.
- iii. Contractor Aquasource were due to install the water systems on 29 June.
- iv. Work for the installation of the septic tank & rainwater harvesting system by Contractor J B Andrews were almost complete.
- v. There was currently a severe shortage of cement in the building trade & a limit on the amount which could be purchased.
- vi. Once J B Andrews had completed their work, the Maintenance Team were due surface the carpark & pavements & install the greenhouse.
- vii. It had been hoped that the installation of water systems would enable the next Committee meeting to be held in the staff building. Following a delay in completion of these works the tour of the new facility would take place on another date. See Minutes 45 & 46 below.
- viii. If individual Members wanted to tour the new Nursery, they were requested to contact the Parks, Amenities and Facilities Officer. It was anticipated a tour would be included at the end of the annual inspection of Parks & Gardens, scheduled for 12 July 2021 – see Minute 45 below.

A Member commented there had been significant hurdles & challenges in this ambitious project. This included protracted negotiations for the acquisition of the land itself, planning & building control process & construction & installation issues. He suggested it was time for the Council to develop a business plan for the new nursery, which might set out in the first year a settling in period of growing for its own production; & then may develop further such as growing plants for other organisations. Further, he congratulated the Parks, Facilities & Amenities Officer for managing the project well despite significant pressures. In responding, the Parks, Facilities & Amenities Officer acknowledged the significant challenges including inclement weather the previous winter when the foundations were being constructed. Indeed, two of the Councils' contractors who had worked on the build had commented that it was the most difficult site they had ever worked on.

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

RECOMMENDED that:

1. The latest update report be welcomed & the Parks, Amenities & Facilities Officer be congratulated for his work to date.
2. The Parks, Amenities & Facilities Officer, together with the Town Clerk, undertake a business planning exercise for the new nursery site at Idless, for the period 2021 – 2025.
3. Following 2 above, a draft Business Plan be considered at a future meeting of the Parks & Amenities Committee.

41 PARKS, AMENITIES AND FACILITIES OFFICER'S REPORT Appendix D
Members received the Parks, Amenities and Facilities Officer report.

During a brief discussion:

- i. A Member raised a complaint about long grass obscuring memorials in the Public Cemetery & asked was this related to the rewilding area. In response, the Parks, Amenities & Facilities Officer confirmed the lower part of the Cemetery was not currently being cut because it had been designated a rewilding area. The top part of the Cemetery was normally cut, but staff were currently struggling to keep up with the rate of growth given the recent weather, however he assured the Councillor it would be cut.
- ii. In relation to Coosebean, a Member asked if, once the friends group had been formally constituted, would the minutes of those meetings be considered at future Committee meetings for noting, bearing in mind the Council's responsibility as landowner. The Parks, Amenities & Facilities Officer confirmed this was correct. Secondly, the Councillor asked if in future, the disused quarry on the land at Coosebean could be considered for use as a small performance area in the future. He also noted the Countryside Ranger was already aware of this suggestion.
- iii. In response to a query about Newmills Playpark, the Parks & Amenities Officer confirmed the Council had taken over the Playpark from Cornwall Council who had developed it following a consultation exercise. He commented the current play equipment was surrounded by a wall which prevented anyone from seeing into the Playpark. If the Council was looking to develop a friends group in the future, it would look to develop this with interested people including Councillor Roby who had raised the matter. He was not aware of any current friends group covering this area.
- iv. Later in the meeting, a Councillor highlighted an issue of antisocial behaviour affecting Hendra Skate Park. It had been observed there were a number of people using this facility who were not young people, and some young people were not using skate park due to problems such as smoking, use of alcohol and a threatening atmosphere. He suggested the Council's Community Development Worker work with the local community, including the Hendra Community Residents' Association and users to tackle a small antisocial element. The Parks, Amenities, and Facilities Officer commented he had also experienced threatening behaviour during the lockdown period when the skate park was closed due to Covid-19 earlier that year.

The report was noted.

This item was considered at the same time as the following item (Minute 42 refers).

42 PARKS MANAGER'S REPORT Appendix E
This item was considered at the same time preceding item (Minute 41 refers).
Members received the Parks Manager's report. The report was noted.

43 LETTERS OF APPRECIATION

The Parks, Amenities and Facilities Officer read out to messages of appreciation concerning clearance of litter at Hendra skate park in April and the installation of an access road by the Council's Maintenance Team improving access to Nancemere allotment plots. The report was noted.

44 CORRESPONDENCE

Coosebean

The Parks, Amenities and Facilities Officer reported an email which had been received from Councillor Roden, Chairman of the Finance and General Purposes Committee. With the permission of the Chairman, Councillor Roden said that since this area had been devolved from Cornwall Council to the City Council it had been transformed in recent years. Further, the City Council might wish to consider extending this public amenity land in the future, should an opportunity arise. He sought this Committee's views on a suggestion that the Finance and General Purposes Committee consider requesting the Town Clerk to explore the potential acquisition of additional land. On an informal show of hands, Members expressed their general support for this suggestion.

45 DATE OF INFORMAL ANNUAL INSPECTION OF VICTORIA GARDENS AND BOSCAWEN PARK

Monday 12 July 2021

Members were requested to meet in the car park area under the viaduct at Victoria Gardens to leave promptly at 6.30pm. Earlier in the meeting the Parks, Amenities & Facilities Officer had reported there would be an opportunity for Members to tour the new nursery at Idless at the end of the Inspection. A reminder of the arrangements would be sent to the Committee in due course. In response to a question, the Parks, Amenities & Facilities Officer outlined the history of the RAM pump at Victoria Gardens & confirmed that it's relocation formed part a wider regeneration project for the gardens. The Lions Club were also considering funding some refurbishment also as part of their centenary celebrations. On the forthcoming Inspection there would be an opportunity to view the RAM.

46 DATE OF NEXT MEETING – PARKS AND AMENITIES COMMITTEE

Tuesday 13 July 2021

The Parks, Amenities & Facilities Officer confirmed the venue for this meeting will be the Large Community Room, Second Floor, Truro Community Library, Pydar Street, Truro. Following a request from some Members, the Parks, Amenities & Facilities Officer also agreed to find out if tables could be provided to all Councillors for the duration of the next meeting,

The meeting closed at 8.51 pm.

-----CHAIRMAN

Truro Town Deal Boscawen Park Project:

Background

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

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

The City Council on 7 December 2020 resolved:

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

The objectives were listed in the report as:

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

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

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

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

Roles of the City Council

The City Council has two roles:

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

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

Purpose of this Report

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

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

Staff Resources

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

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

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

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

Recommendations

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

Roger Gazzard
Town Clerk
8 June 2021



Enclosure 1

Truro City Council Boscawen Park Project Working Group

Terms of Reference

Truro City Council

Purpose

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

Aims and Responsibilities:

The aims of the Working Group are:

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

Authority:

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

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

Membership:

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

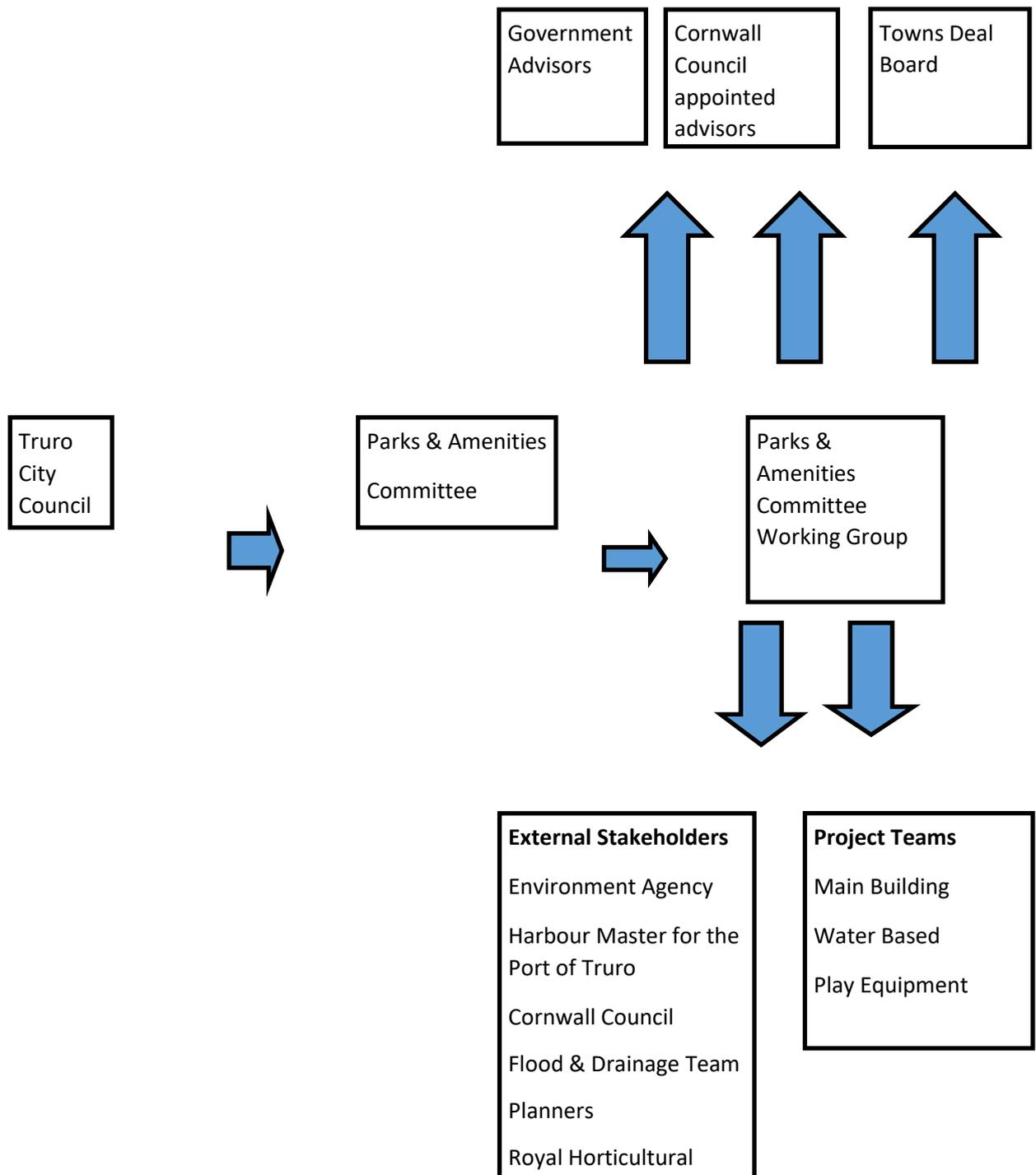
A Chairman and Vice-Chairman will be appointed at the initial meeting of the Group.

Meeting schedule and ways of working:

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

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

Relationship Structure for Boscawen Park Project



Public Conveniences – Update

Current Toilet Provision

The current toilets that are in service are

Town:

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

Parks:

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

All the toilets are opened between 6.30am – 7.00am

All the toilets are closed between 6.00pm – 7.30pm

Public Conveniences – Closures

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

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

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

Nuisance behaviour

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

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

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

RECOMMENDED:

That the report be noted.

Kate Bell
Compliance Officer 9 June 2021

Public Conveniences

Installation of Changing Places Facility at Green Street – Project Update

We met with the new architect from Lavigne Lonsdale working on this project on Tuesday 8 June 2021 at The Green toilets. The purpose of the visit was look at the location of services in the building as well as the existing structure. The architect also wanted to speak to the Cleaning Team to get their input on the practical requirements for the design.

The plans have been slightly modified to minimise internal structural changes so that money can be spent on the internal fit out, which is included for reference at Enclosure 1.

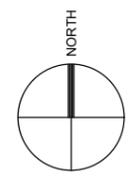
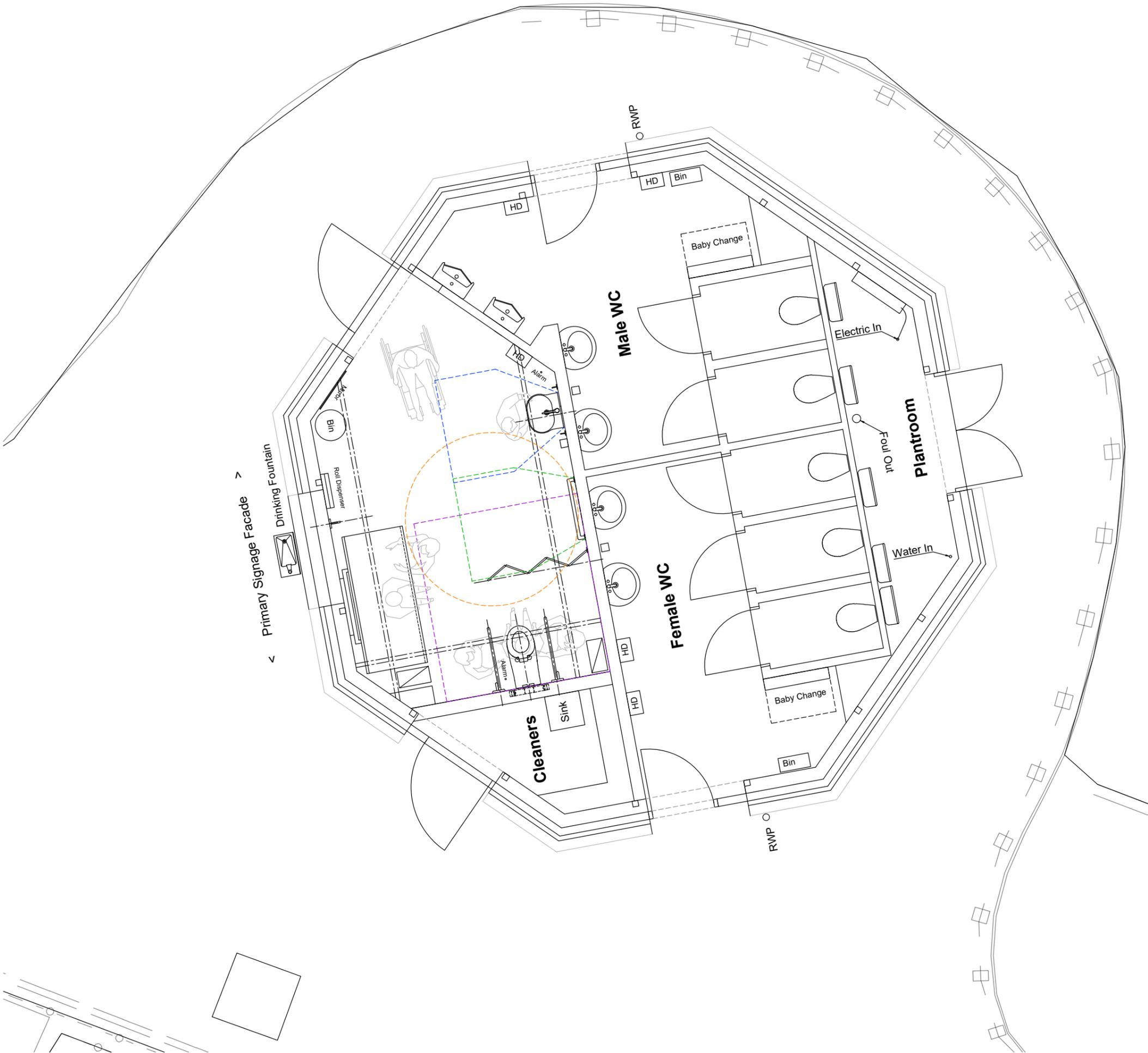
There was a lengthy conversation covering the practicalities of sanitaryware, usage, durability, and the desire to make the facilities something Truro can be proud of.

As we move forward with the project, we will brief the Public Convenience Working Group at the key milestones as a minimum.

Following the recent elections, the Committee will be asked to consider & recommend the new membership of the Working Group at the following agenda Item 7(iii)

Kate Bell
Compliance Officer

11 June 2021



REV.	DESCRIPTION	INIT.	DATE

LAVIGNE LONSDALE
www.lavignelonsdale.co.uk

CLIENT
Truro City Council

PROJECT
The Green Public WC Facilities

DRAWING TITLE
Proposed Plan

SCALE	REVISION
1:50 @ A3	-
PROJECT No 373	DRAWN BY MK
DRAWING No 373 - LL - AL(0)110	CHECKED BY --
DATE DRAWN 10.06.21	DRAWING STATUS a

a PRELIMINARY	e ISSUED FOR APPROVAL
b ISSUED FOR PLANNING	f ISSUED FOR CONSTRUCTION
c ISSUED FOR INFORMATION	g ISSUED AS BUILT
d ISSUED FOR TENDER/COSTING	

14 June 2021

Item 12

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

Boscawen Park

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

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

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

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

Coosebean

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

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

Countryside Ranger Team

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

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

Friends of Daubuz Moor

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

Maintenance Team

The Team have recently undertaken the following works:

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

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

Parks Machinery & Equipment & Vehicle Plant Renewals Fund

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

Friends of Redannick Park

Redannick Park – Play Park

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

War Memorial – Boscawen Street

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

Truro City Council – Garden & Allotment Competition 2021

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

RECOMMENDED:

That the report be noted.

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

Parks Manager's Report:

Boscawen Park Nursery

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

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

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

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

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

Boscawen Park

Cricket and Football currently is still underway.

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

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

General summer maintenance is now underway.

Town Areas

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

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

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

Wild Truro

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

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

Victoria Gardens

Planting here is now finished.

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

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

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

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

RECOMMENDED:

That the report be noted.

Liam Shoesmith
Parks Manager
9 June 2021