

MEETING REPORT

Meeting: Assets Committee, 2nd September 2024
Agenda item: AS24/004
Report subject: Officer Report
Report author: K Elliott-Turner, Town Clerk, J Gilbert, Assistant Clerk, Parks Officers and Watermark Manager

To note - report for information purposes only

General updates

- Upcoming community events taking place – Victoria Park ‘Party in the Park’ hosted by Ivybridge Methodist Church, 1st September. Filham Park and fishing lake, PADCAC’s 50th Birthday event, 7th September
- Discussions are underway with the Donkey Sanctuary regarding ownership/continued use of the pedestrian trackway adjacent to the Filham Park access track, in light of their recent closure
- A complaint has been received regarding the flooding issues in winter months around the outer path of the fishing lake. Enquiries are being made with the Council’s Insurance Risk Assessor and also the Public Rights of Way Officer regarding proposed measures to alleviate the flooding and the risks of icy weather
- Legionella Risk Assessments are being arranged for the Town Hall and Watermark, and also staff training

Works completed

- Filham Park Phase 1 - the final outstanding works to phase 1 are now complete, with the noticeboard at the entrance being installed
- Filham Park waymarkers have now been installed, after consultation with the Public Rights of Way Officer as to correct locations
- Longtimber Woods – picnic area now complete, with two new benches installed, a relocated notice board – lowered for accessibility, and a relocated litter bin. This was achieved through partnership with Dartmoor National Parks Authority, and the ‘Miles Without Stiles’ project. Thanks to our Parks Officers for their work on this successful project
- The two projects to install new play equipment at Victoria Park and MacAndrews Field are now complete, with thanks to the Assistant Clerk for her hard work in seeing these projects through to completion. Victoria Park has been signed off, and MacAndrews Field has a few snagging points requiring attention before sign off. An informal event was proposed for September to encourage people to visit MacAndrews Field to use the new equipment
- Victoria Park – the path from the MUGA to newly installed play area is now installed and has been signed off
- The work to widen the access point from Crescent Gardens through to Victoria Park has now been completed

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- Woodlands Cemetery - The lectern has been delivered, and the Commonwealth War Graves information panel is currently being printed. Once this is done the board will be installed at the cemetery
- Upgrade of networking infrastructure for the Town Hall and Watermark, telephone system, emergency communications system with sim card for the Watermark lift, and intruder panels for the Town Hall and Watermark.

Works in progress

- Habitat Management Plan – The Town Clerk and Assistant Clerk are liaising with a conservation consultant regarding proposals for a revised in-depth habitat management plan for the Town Council's parks and open spaces. This will include a design for the nature garden in Victoria Park.

As part of the proposal professional guidance will be required in overseeing the plan, and also leading on volunteering events involving the community for some of the projects identified.

- Statutory Plant Health Notice – The Woodland Trust have applied on the Town Council's behalf for an extension to the current SPHN which expires on 30 September 2025. They wish to accommodate the felling of the diseased larch within a timeframe for the conclusion of a thinning operation in Longtimber Wood. The Forestry Commission have agreed to an extension to the end of March 2025. Discussions will be taking place between the Town Council and the Woodland Trust regarding the next steps over the winter months.

Watermark Manager Report

Equipment

New LED lighting

New Draytex router for cinema downloads

New radiators in men's and women's toilets

Due to a leak into the front room area causing damage to the wall, in the process of being fixed

Carpets cleaned

Works carried out by Award (air conditioning)

Ongoing fire risk assessment

Waiting on the company Bowker to fix the bar fridge

Upgrade of networking

Staffing

Promotion within the team

New treasure trails

Walking trails

Events

Cinema picking up now the summer holidays are coming to an end

September is a very busy month including:

Andre Rieu, National Theatre

Sell out for comedy club

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Sell out for Jake Lambert

Booking for a large private party and Dinnaton swimming club awards night

This leads on to a very busy October including:

Literacy festival

Dave Hankin

Molly as Adele

Simon Evans

Simon Parker

Parks Officer Report

Woodlands Cemetery: June 2024: Lockup cleaned and swept. Tidied and organised tree guards behind Mortuary to create more space. Vehicle cleaned. X3 graves levelled. Entrance cleared of pine needles.

July 2024: Plan to install Notice Bd ref Commonwealth Graves. Plan in plant hedge, volunteers. Pathway weeded. Grave levelled and seeded X2. Snapped cherry tree limb removed and footpaths blown.

August: Outside of vehicle cleaned. Weeded along wall and cleared footpaths of cones and needles. Removed dead heather from wargrave.

Victoria Park: June 2024: Strimmed back nettles along pathway. Sinkhole by tree filled with earth. Smashed glass and rubbish cleared. Laurel brash chipped. Overhanging branches cut back near apparatus. x2 wooden slats replaced on playpark table. Wooden train pressure washed. Play area strimmed and blown.

July 2024: Playground eqpt cleaned. Play area strimmed. Trip hazzard on rubber pathway filled in. Sanded edges on picnic bench. Play area blown. Play area inspected. Large boulders removed from play area.

August 2024: Smashed glass removed. Gate adjusted to 5 sec opening time. Strimmed pathway and blown. Rusted hinges removed from gate concrete stump. Hedge cut and play area blown and all paths. New baby swing untangled.

Longtimber Wood: June 2024: Leat under Viaduct checked and square drain cleared and drain opposite viaduct road cleared of blocked leaves. Swimming pool measured and photographed. Installed sign by swimming pool. Tree stump by new BBQ area felled.

July 2024: Leat checked. Cut and remove fallen tree. Buddlia cut back at Extraction site and removed. Relocation of notice board and bin agreed with Dartmoor Rangers. Grass seed sowed on new picnic area.

August 2024: Checked trees for discs. New sign put up by swimming pool. Drain checked at swimming pool.

MacAndrews Field: June 2024: Benches and bins strimmed. Goal posts inspected. Pot hole filled in.

July 2024: Site checked and litter picked daily. Footpath weeded. Met with contractors ref new play area. Wasp signs put up. Loose stones removed from new play area. Fly-tipping removed.

August 2024: Brash around benches strimmed back. Plan to install hand rail by step entrance. Play eqpt inspected, bolts. Goal posts inspected.

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Filham Park: June 2024: Bin by entrance strimmed. Sowed wildflowers seeds. Laurel cut back on Wadland lane. Hedge leading to entrance strimmed back. Fishing lake gate broken, reported.

July 2024: Footpaths and lake checked. Meet family ref memorial bench. Debris cleared from lockable post hole and removed broken part of hinge. Wadland lane litter picked and fallen, rotten tree stump removed from path.

August 2024: Installed new plaque on bench. Path around lake cut back by Bridle path. Entrance to Filham by bollards strimmed. Gate at Fishing Lake entrance now repaired. Gravel put down on bench.

Holman Way: June 2024: Cut and blown X3. Litter picked. Regrowing of laurel cut back. Poppy seeds sown.

July 2024: Cut and blown X2. Scattered wild flower seeds.

August 2024: Cut and blown X3. Laurel cut back. Weeded wildflower area.

Orchid Avenue: June 2024: Litter picked. Hedge cut on entrance pathway.

July 2024: Pathway strimmed back.

August 2024: Hedge cut and brash cleared from around path.

Other areas or common issues: June 2024: Wayside cut and blown. Barons Pyke cut and blown. Sown wildflower seeds at Wayside.

July 2024: Watermark verge strimmed. Butter park footpath weeded. Station road hedge strimmed. Strimmed P3 pathways. Pathway behind Butter strimmed. Rd closure at Pitt Hill due to fallen tree. Station Rd strimmed. Notice Bd cleaned at TH. Weeded around Watermark.

August 2024: Wayside cut and blown. Barons Pyke cut and blown. Wayside cut and blown. Exeter road bench strimmed.