

# MEETING REPORT

**Meeting:** Assets Committee, 7<sup>th</sup> October 2024  
**Agenda item:** AS24/016  
**Report subject:** Officer Report  
**Report author:** J Gilbert, Assistant Clerk and Parks Officers

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## To note - report for information purposes only

### General updates

- The Secretary of the Plymouth and District Freshwater Angling Association has sent an email to the Town Clerk following up discussions in 2022 with the previous Town Clerk and some members of the Parks Committee regarding leasing the rights to fish the River Erme. The Club had agreed to provide a survey of the river completed by Westcountry Rivers Trust ahead of a lease agreement. The email confirms that the Trust will complete the survey shortly and the Club are available to re-start discussions.
- The Town Council's Insurance Risk Advisor has visited Longtimber Wood to view the former reservoir/swimming pool. The insurers are investigating requirements for insurance cover when the pool fills with water. The parks officers continue to monitor and clear the grill of debris.
- The remaining metal BBQ ring in the former swimming pool had disintegrated and was therefore disposed of on health and safety grounds. The area was still being used for fires but as this would no longer be contained the risk assessor suggested clearing this area to discourage BBQs. The Parks Officers have cleared the area of logs and boulders, and covered over the circular concrete plinths where both BBQs used to be located.
- New play area signage has been ordered for Victoria Park, and fitness equipment safety signage for both Victoria Park and MacAndrews Field.
- The MacAndrews Field play area issues have been resolved. The grass matting surrounding the spire net had been laid on excavated ground and had not been levelled sufficiently. The contractor has returned and packed out the dips with top soil and re-laid the grass matting. There had been insufficient clearance between the seat and the ground on the aerial runway. The contractor has tensioned the cable and provided the parks officers with a tensioning tool. The clearance is now within the required minimum distance.
- The four new bins for Victoria Park have been delivered and are awaiting installation by the parks officers.
- The parks officers have undertaken a memorial inspection of Woodlands Cemetery. There are a number of memorials requiring works to make safe. Any families will be notified and stonemasons appointed to undertake these works.
- The Commonwealth War Graves lectern has been delivered, and the information panel printed. The board is scheduled to be installed at Woodlands Cemetery by the parks officers.
- The Grass Cutting & Grounds Maintenance Contract will go out for tender over the winter period, for the 2025/2026 one-year contract.

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## Watermark Manager Report

August was a fairly quiet month, but the library was bustling with summer reading challenge participants which boosted our cinema numbers for a couple of our holiday films and raised awareness to the younger residents that we have a great cinema with access to blockbuster movies, shortly after general release.

We had no shows in August but hit the ground running in September with the first outing of the Ivybridge Comedy Club, run by Gelos Network it was a huge success, sold out in 8 hours, with 2 other dates in the diary also sold out, no technical costs and a great bar return, this has been a great addition to our programming and we look forward to working with them throughout 2025.

Cinema has been ticking over but we are encouraged in October by a couple of big films that will hopefully bring a better income and with about 80 at Andre Rieu and 80 at Prima Facie earlier in September it seems the event cinema is doing particularly well. With the support of multiple bookings by Ivydene Nursing home this really has made a difference to the numbers.

This Christmas sees the release of Gladiator II, Paddington 4, Wicked and many other blockbusters so we are hopeful for some healthier numbers in the Winter.

The Information Centre has had lots of enquiries about local walks etc., the new calendar has just hit the stands and with Christmas around the corner the gift fair is now almost sold out and we have sold at least 50% of the tables for our table top sale in November.

The coffee shop has been busy, as always, with the specials becoming increasingly popular as the cold weather sets in. We have had 2 private party functions already in September, both went down extremely well.

## Parks Officer Report

### **Woodlands Cemetery:**

September: Pine needles cleared from drains at entrance to new cemetery. Wall weeded. Levelled X3 graves. Safety Inspection of all memorials in old cemetery.

### **Victoria Park:**

September 2024: Old main gate off hinge, re-positioned. Play area site checked daily. Removed glass from MUGA.

### **Longtimber Wood:**

September 2024: Litter removed from tree. Installed new mesh onto bridge by leat. More buddlia removed from extraction site (97% complete). Square drain cleared of debris. Swimming pool drain inspected. Drain 5 metres in is blocked with mud, plan to attempt jet wash.

### **MacAndrews Field:**

September 2024: New net ordered for goal post. Site check play area daily. Litter picked.

### **Filham Park:**

September 2024: Overhanging laurel cut back on Wadland Lane. Overhanging laurel cut back on Wadland Lane Bridle path.

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## **Holman Way:**

September 2024: Verge grass cut and strimmed. Wild flower seed sown. Litter picked and blown. Brambles cut back on steps.

## **Orchid Avenue:**

September 2024: Whole area strimmed back. Hedge cut again on footpath.

## **Other areas or common issues:**

September 2024: Wayside wildflower area cut back. Barons Pyke cut.