

IVYBRIDGE TOWN COUNCIL

The Minutes of the Parks and Open Spaces Committee held in the Town Hall on Tuesday 31 January 2023

Present: Cllr A Spencer (Chair)
Cllr A Rea
Cllr T Lannin
Cllr L Budd* *arrived 7.15pm*
Cllr L Rea

In attendance: Mr J Parsons (Town Clerk)
Mrs J Gilbert (Assistant Town Clerk)

There was no public participation session

PA22/035 **APOLOGIES:** Apologies were received from Cllr R Wilson.

PA22/036 **INTERESTS TO BE DECLARED:** No interests were declared.

PA22/037 **WORK PLAN UPDATE:** The work plan was reviewed (copy previously circulated).

The Town Clerk advised that the information board at the cemetery remains outstanding and he is awaiting design and pricing. He confirmed he would chase this with the printers and obtain the cost of a frame and stand. Cllr A Rea will also liaise with his contact.

The Parks team are progressing well through the work plan. There are lots of tasks to keep them busy going forward, for example painting the cemetery railings and relocating the main compost bin in the cemetery behind the mortuary which will require caution due to possible hibernating animals. They are currently clearing the laurel in Victoria Park to replace with a native hedge which is a large task. They are keen to undertake the works to the fishing lake hedge which needs reducing in height, and the Town Clerk is currently considering the most cost-effective method. ParkLife are performing some hedge laying with community volunteers, but the Town Clerk is currently awaiting a price for flailing the remainder of the hedge.

He stated that the workplan will be revamped for the beginning of the Council year. Members remarked that some updates are repeated and also suggested creating an annual schedule for recurring tasks, and to include actions from the Wildlife Trust report.

It was **RESOLVED** to:

- (i) receive and note the information;

- (ii) the Town Clerk and Cllr A Rea to progress the information board at the cemetery;
- (iii) revamp the work plan for the new Council year.

PA22/038 **CEMETERY SIGNAGE:** Signage to encourage adherence to the previously agreed rules of the cemetery was considered (copy previously circulated).

The Town Clerk explained that it had been necessary to remove certain items from graves and memorials where it is becoming a safety issue, for example the recent removal of glass vases. The Senior Finance Officer has written to several plot owners. Some are responding to letters, however certain plots are still not conforming and displaying plastic flowers and lights etc which are an environmental issue. In addition, unauthorised planting has also recently been identified which could create a problem with roots interfering with graves. The Senior Finance Officer was waiting until the end of January for festive tributes to be removed before writing again to those plot owners with inappropriate items still remaining.

Although it is a sensitive issue, to ensure the same standard is maintained for all plots the Town Clerk proposed that signage is displayed at both entrances to the cemetery. This would be produced in di bond semi-permanent format. Cllr L Rea worried that the signage was too wordy. Cllr A Rea highlighted a conflicting statement that the cemetery is plastic free, however there are plastic benches. It was therefore recommended that the wording 'plastic free cemetery' be removed.

Cllr Lannin commented that someone not involved with the rules could potentially leave flowers wrapped in cellophane being unaware of the regulations. Members recommended that the reference to regulations be placed at the bottom of the sign, informing how to obtain a copy of the cemetery booklet. Members suggested that the signage should advise what is allowed rather than what is not allowed, indicating "Fresh cut flowers and compostable items only" but retaining the wording "No additional vases other than within permitted memorials".

It was **RESOLVED** that the Town Clerk and Senior Finance Officer adapt the proposed wording in accordance with the Committee's wishes and the regulations, and that the signage is produced and displayed at both entrances to the cemetery.

PA22/039 **UPDATES AND INFORMATION:** The updates as to recent activity was received (copy previously circulated).

On-going S106 Projects

The Town Clerk stated that ParkLife were behind schedule with planned works in Filham Park. The committee enquired if there is any recompense for this. The Town Clerk responded that there is nothing

in the contract for delays however he could enquire. It was suggested that a Pheasant Berry session at Longtimber Woods could be an alternative reward.

The Town Clerk commented that the approval for cycling across the park from the entrance was good news and would be incorporated into the new signage.

The orchard has been planted and there is mainly signage and the entrance awaiting implementation but nothing seasonal.

John Grimes have been delayed on the access track but are now working towards finalising the tender in the second week of February.

Skate Park

An update on the drawings for the skate park is awaited. There is approximately £50k of S106 money towards the project. The Town Council will need to fund the toilet and Parks station. The skate group will be fund raising the remainder which could be around £200k.

Silvermine Suite

The Town Clerk advised that he had met with the Cricket Club to discuss the lease. A 6% increase in rent equated to £150. The club expect the rent to rise in line with inflation, but with the caveat that they approach the Parks Committee to request a reduction if RPI is high. The committee remarked that the rent had not been increased in 13 years, however the Town Clerk informed them that the club had made a good case why there had been a verbal agreement for the rent not to have been increased previously, and they had supported the park in other ways, for example the septic tank to resolve the sewage problems. The Cricket Club have invited the Parks committee to hold a meeting at the club and this will be considered if the Standing Orders permit this.

The Committee resolved to exclude the public and press for the next item as publicity could prejudice the public interest by reason of the confidential nature of the business to be discussed

PA22/040

PLAY AREAS: The Town Clerk provided an update to the committee. The South Hams District Council Assets Manager had provided an example of a tender document which would be helpful to utilise and adapt for the forthcoming tender process (copy previously circulated).

The Town Clerk estimated it would take around four weeks to produce a decent draft document and that he and the Assistant Town Clerk would start working towards this. The aim would be to present it to the next working group meeting to be scheduled before the Parks Committee meeting at the end of March, and the tender released before the new Council is formed in May. Planning consultation may also be required as part of the process.

It was **RESOLVED**:

- (i) to receive and note the information;
- (ii) that the Town Clerk and Assistant Town Clerk
 - (a) start work on producing a draft tender document to be presented to the next play area working group;
 - (b) engage with the Duty Planner Service at South Hams District Council.

Meeting ended at 7.56pm

Signed.....

Date: 6 March 2023

DRAFT