

IVYBRIDGE TOWN COUNCIL

The Minutes of the Parks and Open Spaces Committee held in the Town Hall on Tuesday 28 March 2023

Present: Cllr A Spencer (Chair)
Cllr A Rea
Cllr T Lannin
Cllr L Budd* *arrived 7.21pm*
Cllr L Rea

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

There was no public participation session

PA22/041 **APOLOGIES:** No apologies were received.

PA22/042 **INTERESTS TO BE DECLARED:** No interests were declared.

PA22/043 **WORK PLAN UPDATE:** The work plan was reviewed (copy previously circulated).

The Town Clerk remarked that the workplan was nearing the end of the year and becoming unwieldy but will be revamped for the beginning of the new Council year, removing old actions and including new ones.

Cllr L Rea suggested that some closed actions might be repeated and would be helpful to retain these in a parallel document.

Cllr L Rea queried the budget figures for the year end and the Town Clerk advised that there was expected to be an overall £40k underspend. The Parks itself has an overall surplus of £11k, although £10k of this was due to unexpected additional income from burials.

Cllr L Rea asked if the forecasting process could be looked at as the precept had been raised and this would inform their decision rather than at the last week in March. The Town Clerk advised that the set budget has to be adhered to, and budgeting for a surplus that doesn't materialise could give rise to financial difficulties, however he encouraged members to look at the P&R report for the next meeting and see how the allocation to reserves is broken down. He welcomed any Members who wished to attend the meeting or alternatively feed any comments back to the Chair of P&R.

Cllr A Rea asked if the noticeboard for the cemetery could come out of the additional cemetery income. The Town Clerk confirmed that this would be a P&R decision, but it is possible for it to be taken from the cemetery repair fund. He advised that ParkLife had details of a supplier who had produced the boards at Filham Park and he would make some preparations for P&R.

It was **RESOLVED** to:

- (i) receive and note the information;
- (ii) the Town Clerk to gather information for P&R regarding cemetery boards;
- (iii) revamp the work plan for the new Council year.

PA22/044 **DWT REPORT ACTION PLAN:** The Town Clerk advised that recommended actions from the Devon Wildlife Trust report would be incorporated into the Work Plan for 2023-2024 (copy previously circulated). Some of the larger actions would require more investigation. A dead hedge was recommended for Longtimber Woods and work parties could be organised. The Woodland Management Plan would require a specialist. However, some of the actions involve general maintenance and could be picked up by the Parks Officers.

It was **RESOLVED** to agree that the recommended actions from the Devon Wildlife Trust report are incorporated into the Work Plan for 2023-2024.

PA22/045 **LONGTIMBER WOODS USE:** The request from Dartmoor Search and Rescue Team Plymouth was considered (copy previously circulated).

Further to the request the Town Clerk had received a very comprehensive Risk Assessment and the proposal would be of benefit for emergencies.

Cllr Lannin highlighted that the proposed date of 8 April was an Easter Saturday and could be busy.

Cllr A Rea suggested the training could be good for publicity and that photos could be used.

The Town Clerk confirmed that they are good at promoting their activities but he would put a post out following the event. It was agreed that doing this before the training could help notify the public that it was not a real emergency, however it may also attract too many spectators.

The Town Clerk would take the Search and Rescue's lead on this.

Cllr A Rea stated that the Community Response Team had a good meeting the previous week where they had tested the Community Emergency Plan, and it would be useful for a local member of the team to join the working group.

It was **RESOLVED** to approve the request for the Dartmoor Search and Rescue team to use Longtimber Wood for training, and to publicise the activity following guidance from the Search and Rescue team.

PA22/046 **FILHAM WHEELED SPORTS:** An update on current activity was received (copy previously circulated).

The Town Clerk stated that Skate South Devon were making good progress although there was still a lot of work to do. The layout has been enhanced, and becoming a woodland skatepark fits with the Council's ethos. There is still some tweaking in terms of the track, and the access space to the garage is quite tight.

Cllr L Rea queried who would run the cafe. The Town Clerk advised that Skate South Devon were keen to take it on and would raise funds for their non-profit organisation. They are aware it would need a minimum time to be open. There would be lots of crossovers, working with the Allotments Association and cooking with children. Nothing has been decided, and they will have to produce a business plan and tender for the cafe. The Town Clerk advised that the facility is intergenerational for the whole community. It will need someone to lock and unlock the toilets which they might take on too, providing security by having a sense of ownership. Cllr L Rea proposed that by leasing the cafe to a commercial organisation it could be run as a proper business. It could be targeted towards a specific group and factored into the model. Cllr Lannin commented that she would prefer to see it used as a community resource and not run by a commercial money-making entity. The Skate group are inclusive involving the Allotment Association, whereas a commercial cafe would not provide this. Cllr L Rea stated that an income stream created from the cafe could be fed back into the community elsewhere.

The Town Clerk stated that Skate South Devon had featured on Radio Devon and had thanked the Town Council for their support. Cllr A Rea remarked that Skate South Devon were leading the way in providing this facility and taking the pressure off the Town Council.

It was **RESOLVED** to receive and note the information.

PA22/047 **DCC VISIBILITY SPLAY CONTRACT:** Consideration was given to accepting the offered contract from Devon County Council (copy previously circulated).

The Town Clerk advised that the contract had arrived at short notice. Cllr Lannin queried whether it was worth taking it on again considering the complaints encountered from the previous year. The Town Clerk confirmed that it does not make a profit, however there are benefits of having control of the verge cutting and there is scope of around £1000 to spend on extra cutting when needed within the budget allocated.

Cllr Budd arrived at 7.21pm

The allocation remains the same with an increase of 3%. County and District Councillors have provided £2k towards a trial project planting wild flowers, small shrubs and flowering trees to enhance the verges. Cllr L Rea stated that it was good to have control now the Council is aware of what the complaints are. Cllr Lannin

added that the residents are becoming more used to how the verges are mowed.

Cllr Budd queried the parking next to the ramps on Woolcombe Lane. The Town Clerk confirmed that Cllr Croad and the Highways Officer are aware of the issue and there are plans to add white lines to the highway to deter parking across these.

It was **RESOLVED** to accept the offered contract from Devon County Council for the Urban Highway Grass Cutting Agreement for 2023/2024.

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.

PA22/048

PLAY AREAS UPDATE: The final draft of the tender documents was reviewed and their publication considered (copy previously circulated).

The Town Clerk advised that the draft tender document had been reviewed at the play area working group meeting. There were some further minor amendments highlighted and then the tender document would be in its final draft. Cllr Budd queried the budget figure being included. The Town Clerk responded that this was necessary to obtain maximum value. Cllr L Rea suggested a launch event with a celebrity cutting the ribbon. Cllr Lannin commented that it might be nicer for small children to do this.

It will be launched on the Government portal. The estimated timeline for completion is autumn but timescales will be negotiated with the contractor. A planning application will be required as part of the changes.

It was **RESOLVED** to approve the final draft tender document following the amendments discussed and its publication in accordance with the procurement timetable.

Meeting ended at 7.43pm

Signed.....

Date: 17 April 2023