

**Millbrook Parish Council
Asset & Open Spaces Task group
Notes from meeting held on 2nd September 2021**

Present: Cllrs N Roberts, K Hall, B Taggart.

In attendance: K Heald, Parish Clerk

Apologies: Cllr Lewis & Cllr Wood. **Absent:** Cllr Polak

1. To review outstanding actions from previous meetings

a) RICS valuation of the Lime Kiln completed by Bailey Partnership

Email received from Cllr Lewis stating she had looked at the ownership of the wall behind the Lime Kiln. Millbrook Parish Council's register and that of the adjoining property are silent. This means under general boundaries the presumption is it is a joint ownership. It was noted the Reinstatement Cost Assessment has been received from Bailey Partnership for the value of £337,545.

Action: KH to forward information to the Council's insurers.

b) Donation of the dance floor

Still outstanding: **Action:** KH to email the scout group. If Scout Group are not interested Cllr Hall will contact the local schools.

c) Review of the Council's Street furniture

Walkabout completed. Policy approved. Map / document showing location of street furniture still outstanding. It was noted Cllr Lewis has produced a spreadsheet

Action: Cllr Hall to work with Cllr Lewis & Cllr Woods.

d) Disposal of the Green Machine

Francis Thomas Mobile Machinery Servicing Limited consider the machine is beyond report. An email received from them *stated "on inspection of the green machine we found several issues. The wiring loom, ignition and fuse box are totally corroded and broken away. We found that there is no charge from the alternator. The fan blower housing and spray bar are very rusty. The water system pump is not working. The machine has done over 2000 hours and because of the age of the machine it is not possible to repair it cost effectively."* Stating the disposal of plastics, rubber and fluids would cost Francis Thomas Machinery Ltd, £50.00 has been offered to the Council for the machine parts. The Clerk advised Cllr Wilton has offered £250.00 for the green machine. It was agreed as the group is not a committee with delegated powers it cannot accept the offer but can make a recommendation to accept the offer. It was agreed to contact Cllr Wilton to see if he would be willing to store on his premises the machine until such time as the Full Council accept the recommendation.

Action: Clerk to contact Cllr Wilton and providing he is in agreement make arrangements for the machine to be delivered to Penmillard Farm.

e) Arrange a meeting with the Environment Agency

The Clerk has emailed Mr David Shorten, Environment Agency.

Mr Shorten is currently away on leave. **Action:** When he returns from leave a meeting will be finalised. (See appendix 1)

f) Investigate whether there are bats in the Lime Kiln.

Action: Follow Cllr Lewis's recommendation an assessment will be made in the dark evenings. Kevin Witts will be contacted to see if he would like to be involved.

g) Millbrook War memorial

Hidden Heritage have said they would be interested in work on the memorial, at no cost to the Council. A method statement will be provided. Action: If Hidden Heritage are not able to complete restoration work on the war memorial this could be added to the list of actions for the proposed new caretaker.

h) Millbrook Skatepark – removal of the jumpbox

Mr Jason Bullen, Mitchell Maintenance & Fabrication Ltd visited the skatepark on 19th August 2021. During the Clerk's absence the Chair received the following communication "I went to site on my way home yesterday and used an endoscopic camera that we had on site in Paignton. The ramp is very rusty and will need a lot of work to get it safe to use, I don't think that it will be financially viable to do the ramp up and would suggest scrapping it and putting the money towards a new ramp. I won't charge anything for my time just happy to help." The Clerk has since been in touch with Coastline Scrapyard who, in addition to offering a £100 donation to the Millbrook Skatepark project, have agreed to remove the ramp free of charge on Wednesday 8th September 2021. The removal of the ramp will mean the ramp will no longer be fenced off for the skatepark event on 19th September 2021.

Action: Clerk to publicise the ramp will be removed on the website and Facebook page. A sign also to be installed on the ramp.

i) Skatepark noise assessment

The Clerk highlighted during the consultants visit, the skatepark was not heavily in use. As a gesture of goodwill, the consultant has said if the Council would like him to come over one evening to have another go at capturing noise levels with the skate park in use, then he would do this for a reduced fee of £150+vat.

The Councillors discussed whether to take any further action and it was agreed, as the equipment was there the whole weekend, and there is no data stating to identify excessive noise levels from the skatepark, at this time the Council has done all it can do. Some of the issues could have been down to increased usage in lockdown.

The Council is supporting the Millbrook Skatepark Project, who are looking to fundraise for a concrete skatepark, which should be quieter.

Post meeting note: On 06/09/21 the Clerk received a phone call from a neighbour that the excessive use of the main quarter pipe skatepark ramp earlier in the morning is causing her such distress that she cannot sit in her garden. The neighbour suggested the skatepark is fenced off, but the Clerk explained this would be a massive cost from Council funds and it would be unlikely this would receive support.

Action: Continue to monitor but no further action at this time.

j) Skatepark fundraising

Cllr Roberts recommended the funds earmarked for expenditure on the jumpbox are allocated to the Millbrook Skatepark project.

k) Land at Radford Lane

Cllr Lewis had sent an email saying she had looked into registering the land at Radford, near Torstore. The Council would need to go down the route of adverse possession. (Millbrook Parish Council has historically had a bench situated on this area).

2. Proposal from the Chairman of Millbrook Football Club for the shared use of the dog walker's field

Cllr Hall declared an interest in this item, as her husband has is on the Millbrook Football Club committee. Cllr Roberts said whilst it would not be appropriate for Cllr Hall to vote on the any decision, she may have information to share, therefore she did not have any issues with Cllr Hall being involved in the discussions.

Cllr Hall's understanding is the Football Club would like to promote Junior Football and cannot use the main pitch.

Cllr Taggart said this was previously considered by the Council and he does not believe the reasons for the objection have changed. Cllr Taggart outlined his objections:

- The ground in the park is wet and does not drain well.
- As soon we get substantial rain there are puddles and it remains wet throughout most of the winter. The pitch would therefore be unplayable as a football pitch.
- Machinery would need to go to the site on a regular basis. There has experience, with the previous landscape Company with the machinery getting bogged down.
- The toxicity report does not mention the proposed site, only the main football pitch.
- In Cllr Taggart's experience of planting trees in the area he has come across areas of landfill 6" below the surface.
- Picking up the dog mess would be difficult to monitor and enforce.
- Trees were planted to screen the club house to create a natural site. Cllr Taggart would not be in support of removing any trees.
- The Council has received a lot of compliments for the re-wilding and if this proposal was to go ahead the Council is likely to receive objection from parishioners.
- Cllr Taggart previously spoke to the Football Club Association and was told quite often the clubs use the main pitch for junior football club. The pitch is used at right angles, with the goals along the sidelines.
- For five hours a week why can't the football club use their own ground.

Cllr Hall suggested the smaller field, by the tennis courts, which is fenced in with signs stating, 'dogs not permitted', is used by the under sevens, with portable posts and the under 9's use the main football pitch.

Action: The group recommends to the full Council not to support this proposal but to work with the football club and support alternative options.

3. To review the grass cutting / groundwork maintenance specification to include in the tender pack and consider recommendations to the Full Council.

An email has been received from Cllr Wood which included concerns relating to variances of the current contract.

The Clerk highlighted the contractor completes a lot of work, such as the removal of Japanese Knotweed without charging.

It was agreed anyone apply for the new contract would be asked to complete a presentation to the Asset and Open Spaces Task Group.

The group discussed the green space on Hounster Hill area is enhanced. Cllr Taggart has seen a design from Norfolk village. He would like to put forward a proposal to create a seaside entrance to the village. The scheme would include boats with beechy plants, pebbles, lobster pots. Photographs to be submitted to the Council.

Cllr Roberts suggested to mark the Queens Jubilee the area by the Royal Oak could be planted with wildflowers. Cllr Taggart suggested Poppies, Agrostemma and Cornflowers.

Suggested inclusions for the new contract:

- The grass is cut to a specific length / cut when the grass is in excess of 4" / 6", as opposed to the contract stating the number of cuts per year.
- The contract includes maintaining a wildflower bed area, keep the plaque clear, in the area by the Royal Oak.
- Maintaining Hounster Hill area.
- A system of monitoring the contractor.

Action:

Grass cutting tender (i) Maps to be reviewed with Cllr Taggart & Cllr Hall. (ii) Proposed specification bought to the Council in the October meeting (iii) Tenders for the new contract advertised in November / December (iv) The new contract offered in the new year with a commencement date of April 2022.

Hounster Hill / Entrance to the village: Cllr Taggart to forward the photographs to the suggested entrance to the village proposal to the Clerk. The group to recommend to the Council the Hounster Hill container is sold. Proceeds from the sale would be put towards the proposed project.

4. To review the communication regarding the faults in the play park and agree next steps.

Information has been published on the website, Facebook page and emailed to local cleaning contractors.

5. To review a draft licence agreement for use of Council land for commercial and community use.

To be reviewed by members of the group. It was noted that businesses using the Tanyard should not be using the Council bins and should be recycling.

Action: Members of the group to feedback to Cllr Hall and then the draft license to be submitted to the Full Council for approval in the October Full Council meeting.

6. Creation of a path in Millbrook Cemetery.

The Clerk has noted cracks in the pavement in the graveyard.

Cllr Taggart said it should have root barrier membrane and expansion joints.

Suggested specification:

4" hardcore, 4" concrete with expansion joints and root membrane. Pavement a minimum width of 1.2m meters.

Action: Clerk to contact Egret Plant Hire, the contractors who installed the existing path, regarding the cracks in the pavement. Cllr Taggart said it could the sub-base of the hardcore was not compacted properly or expansion joints were not put in.

7. Update on use of Foamstream

A meeting will take place at 10:00am in West Street Car park. Neighbouring parishes have been invited.

8. Removal of the overhanging branches at the roadside (between the mini roundabout (Tractor Park) to the tennis courts) and dead-hedge into existing hedgeline, including licence from Cornwall Council for temporary road closure (with stop / go boards, 2-way radios and relevant signage)

The Council reviewed the quotation from Enhanscapes for £945.00.

Action: The Asset & Open Spaces Working Group to recommend to the Full Council the acceptance of this quotation.

Meeting finished at 20:43

Shorten, David <Alex.Shorten@environment-agency.gov.uk>

26 Jul
2021,
12:50

Hi Karenza,

Apologies for the delay in getting back to you.

We would be happy to attend a meeting to discuss management of Millbrook Lake and review the current operational activities carried out, it's always good to look at the status quo and see what improvements or changes can be made going forward. Prior to a meeting I think it would be good to gather some background information on how the existing arrangements were reached and identify stakeholders who will need to be involved in discussions going forward. Dates for a face-to-face meeting would need to be in the latter half of September/ October due to resources within my team but I'd be happy to discuss over the phone in the meantime.

Some preliminary info below to help with discussions and data gathering:

The Lake was created when the flood alleviation scheme was completed at Millbrook in the late 1970's, part of which included the construction of the tidal barrier and control structure.

Since the lakes creation a continuous dialogue has been in progress with local residents, lake users and councils and the Environment Agency (EA) around the midge problem associated with the lake, indeed this year we have received numerous enquiries around midge control and the lake. Born out of this dialogue the current operating procedure was developed and compromising of the Lake being drained during the summer months between March and September on the high tides approximately every 2 weeks. There was an ecological report on this in 1998 which I am currently checking our files for a copy.

The lake is also drained for operational reasons on an ad-hoc basis for inspection and maintenance of the inlet culverts to the lake and for desilting of the culvert outlets as well as works for the maintenance of the control structure on the tidal barrier. On many occasions in the past the lake has been drained on the request of the Parish Council, Police and Cornwall Council during the winter months when the lake is in danger of becoming frozen over.

The lake is home to a coral which is not found in other locations in this area and as such maybe of valuable ecological benefit.

Greening of the lake fringes or specific areas of the lake such as the introduction of vegetation or refuge material in principle are viable options but will require planning and management to ensure any consequences are fully considered and worked through.

Future management of the lake would need to take account of these important complex and inter linked activities. For example, changing the management so that draining of the lake would

not be possible in the future may have consequences for the operation and effectiveness of the flood alleviation scheme for Millbrook so any changes need to be carefully considered.

The EA currently has the Millbrook flood alleviation scheme earmarked for review with updated modelling to be carried out which will provide useful outputs for including in discussions around the lake management.

Attached is a briefing note from after the flooding in 2012, the majority of which is out of date but useful background info.

As discussed previously the Millbrook Lake is 'online' within the designated 'main river' of the Millbrook Stream and as such for main river the Environment Agency is the risk management authority. Details and links to information about main river and roles and responsibilities can be found on the .Gov website, [Check if you need permission to do work on a river, flood defence or sea defence - GOV.UK \(www.gov.uk\)](http://www.gov.uk/government/topics/flood-defence-and-sea-defence)

Please feel free to contact me in the meantime to discuss and to organise dates.

Regarding the ducks at the control gate, after meeting with Mrs XXX onsite we are amending the mesh fencing today once the lake is drained today to try and help keep the ducks from entering the control gate area.