

**LOSTWITHIEL TOWN COUNCIL
Edcumbe House
Fore Street
Lostwithiel
Cornwall
PL22 0BL**

01208 872323

clerk@lostwithieltowncouncil.gov.uk

Dear Councillor,

Councillors are hereby summoned under the Local Government Act 1972 Sch. 12 s10 to attend a meeting of Lostwithiel Town Council to be held at Church Rooms Lostwithiel on Tuesday 3rd April 2018 commencing at 7.00pm when the following business will be transacted.

S Harris

Mrs S Harris
Town clerk
22 March 2018



**Lostwithiel Town Council Meeting
will be held at The Church Rooms Lostwithiel
on Tuesday 3 April 2018 at 7pm**

This meeting is open to the public and as such could be filmed or recorded by broadcasters, the media or members of the public. Please be aware that whilst every effort is taken to ensure that members of the public are not filmed, **the council cannot guarantee this**, especially if you are speaking or taking an active role. The council asks those recording proceedings not to edit the film or recording in a way that could lead to misinterpretation of the proceedings or infringe the core values of the council. This includes refraining from editing an image or views expressed in a way that may ridicule or show lack of respect towards those being filmed or recorded.

Housekeeping – Mayor Jarrett will advise the evacuation routes in case of an emergency and remind all persons present of the following: -

The meeting may be filmed or recorded

Members and Members of the Public are asked to set device ring tones/alerts to silent

Time allowed for members of the public to address the Council on matters relating to Lostwithiel – Maximum time allowed 15 minutes

- To receive the Community Police Report
- To receive the Cornwall Councillor Report

Meeting Agenda

1. To receive and accept Apologies of Absence.

If you are unable to attend on Tuesday 3rd April could you please email clerk@lostwithieltowncouncil.gov.uk with your apologies before midday on 3rd April 2018. Thank you.

2. To receive any Declarations of Interest or written requests for new DPI dispensations from Members.

Members are invited to declare disclosable pecuniary interests and other (non-registerable) interests in items on the agenda as required by Lostwithiel Town Council's Code of Conduct for Members and by the Localism Act 2011.

3. To receive the minutes of the meeting held on 20 March 2018 having previously been circulated and taken as read.

Please see separate attachment

4. Lostwithiel Town Council Community Resilience –
 - (i) Neighbourhood Development Plan –
 - a) To receive a report on the consultation event held on 24 March 2018.

5. To receive planning decisions
6. To consider planning applications
 - a) to consider any planning applications received since publication of the agenda.
7. Play area inspections – to note the inspection reports.
8. Lostwithiel War Memorial, The Parade Lostwithiel – to note that the Memorial has been awarded Grade II Listed status.

**Lostwithiel War Memorial, The Parade, Lostwithiel,
Cornwall – Awarded Listed Building Status
List Entry Number: 1454181**

As you will know from our earlier letters we have been considering adding the above memorial to the List of Buildings of Special Architectural or Historic Interest.

We have taken into account all the representations made, and completed our assessment of the memorial. I am pleased to inform you that having considered our recommendation, the Secretary of State for Digital, Culture, Media and Sport has decided to add Lostwithiel War Memorial to the List of Buildings of Special Architectural or Historic Interest. The memorial is now listed at Grade II.

Please follow the link below to download a copy of our advice report, which gives the principal reasons for this decision. The List entry for this building, together with a map, has now been published on the National Heritage List for England, and will be available for public access from tomorrow. This List can be accessed through our website.

<http://services.historicengland.org.uk/webfiles/GetFiles.aspx?av=6D BE0251-ED6E-474B-84B1-C360A258456D&cn=4AA993A3-52CF-4608-9700-272BD192D0F7>

Listing helps us to mark a building's significance and celebrate its special architectural and historic interest. It brings specific protection so that its special interest can be properly considered in managing its future. Listing does not mean, however, that no alterations can be made - in fact in the vast majority of cases applications to make changes to a listed building are approved. Further information about listed buildings can be found on the 'Your Home' pages of our website.

The local planning authority will now be preparing the statutory notices required under the Planning (Listed Buildings and Conservation Areas) Act 1990 Buildings of Special Architectural or Historic Interest.

Please be aware that the listing of the memorial took effect on the day that the List entry was published on the National Heritage List for England. Our guidance document, *The Conservation, Repair and Management of War Memorials*, is available from our website <http://www.historicengland.org.uk/images-books/publications/conservation-repair-management-war-memorials/> Information about grants for war memorials is available from War Memorials Trust at <http://www.warmemorials.org/grants/>. More information on the First World War Memorials Programme can be found at <http://ukwarmemorials.org/>.

As of 25 June 2013, the Enterprise and Regulatory Reform Act (ERRA) has enabled a number of heritage reforms, including an amendment to the Planning (Listed Buildings and Conservation Areas) Act 1990 that provides two potential ways to be more precise about what is listed. Whether or not the new provisions have been invoked with

regard to this memorial is explained in the Advice Report. A List entry that makes use of these provisions will clarify what attached and curtilage structures are excluded from the listing and/or which interior features definitively lack special interest; however, owners and managers should be aware that other planning and development management constraints might apply to these structures, and should clarify these with the Local Planning Authority. Further information is available on our website at

<http://www.historicengland.org.uk/caring/listing/listed-buildings/listing-and-the-err/> .

9. Lostwithiel War Memorial – to consider submitting the grant application prepared by Councillor Henderson.
10. The Parade Outdoor stage proposal – to consider the draft plans for a semi-permanent infrastructure for the Parade Gardens.

We have spoken to Adrian from the Business Group and the Lostwithiel Rotary who are in full support of this proposal. Adrian has also said that the Town Forum would be interested in supporting us and we know we will have financial backing from the Jazz Cafe and LostFest committees.

We need to formally approach the Co-op to confirm whether we are able to put a semi-permanent storage structure on their land but we think this will be feasible and in keeping with the architecture and environment. The storage would be painted white and the roof would mirror the angle of the roof above.

All of the items listed have been thoroughly researched and can be installed/purchased/fitted within 28 days of ordering.

We have endeavoured to find highly professional suppliers, the best cost and aim to work with local suppliers and tradespeople where possible.

As you know, we have a strong team of volunteers and will set up a small consortium of stakeholders who will manage the maintenance, installation and long-term care of the equipment. Thus, the council will not incur any costs over time to maintain this. All of the equipment will be fully insured and the maintenance group will make sure that any on going costs can be managed within the consortium. We will also manage the programme for the season ensuring that only high quality musical and theatrical events take place within this space.

The tent providers have agreed to come down and help us install the tent and train volunteers to rig it. As part of our agreement with them, they will take the tent away at the end of our concert season; clean it and make sure it is ready to be used the following year.

We have estimated that all of the infrastructure will have a life time of at least 10 to 15 years if cared for properly.

The impetus behind this proposal has been fuelled by a need to make the Parade Gardens safer for audiences and far more practical for volunteers to operate. We hope that all that is planned will help the town develop it's cultural, artistic and heritage programme and increase footfall, tourism and recognition within Cornwall and beyond.

We feel that what we propose would be a significant asset to Lostwithiel while being temporary and light-weight to manage - physically and economically.

Although time is tight, we know that with the council's permission and confirmation of all expected funding, we could deliver the plans laid out in time for Carnival Week.

So impressed by the way we have animated and brought to life the Parade Gardens over the past four year, Lostwithiel Rotary Group have approached Sing Along the River and asked us to see whether it is possible to put our infrastructure in a week earlier so that their

main celebrations can take place in the centre of town. This approach furthermore clarified our need to create something safer and more accessible for the community, both its groups and its audiences.

Lostwithiel Outdoor Stage Proposal

The Parade Gardens, Lostwithiel, Cornwall, PL22 0DX (Conservation Area)



Stretch tent example

Stretch tents from The Stretch Tent Company Ltd (thestretchtent.co.uk). To be rigged using trees to gain height (approx 3m-4m).




Storage shed example

Pent roof tent by Duchy Timber to blend into the colour of the area. Storage for chairs, collapsible bar and with electric supply from The Co-op.

Key

 Proposed Temporary Structures (Footprint)

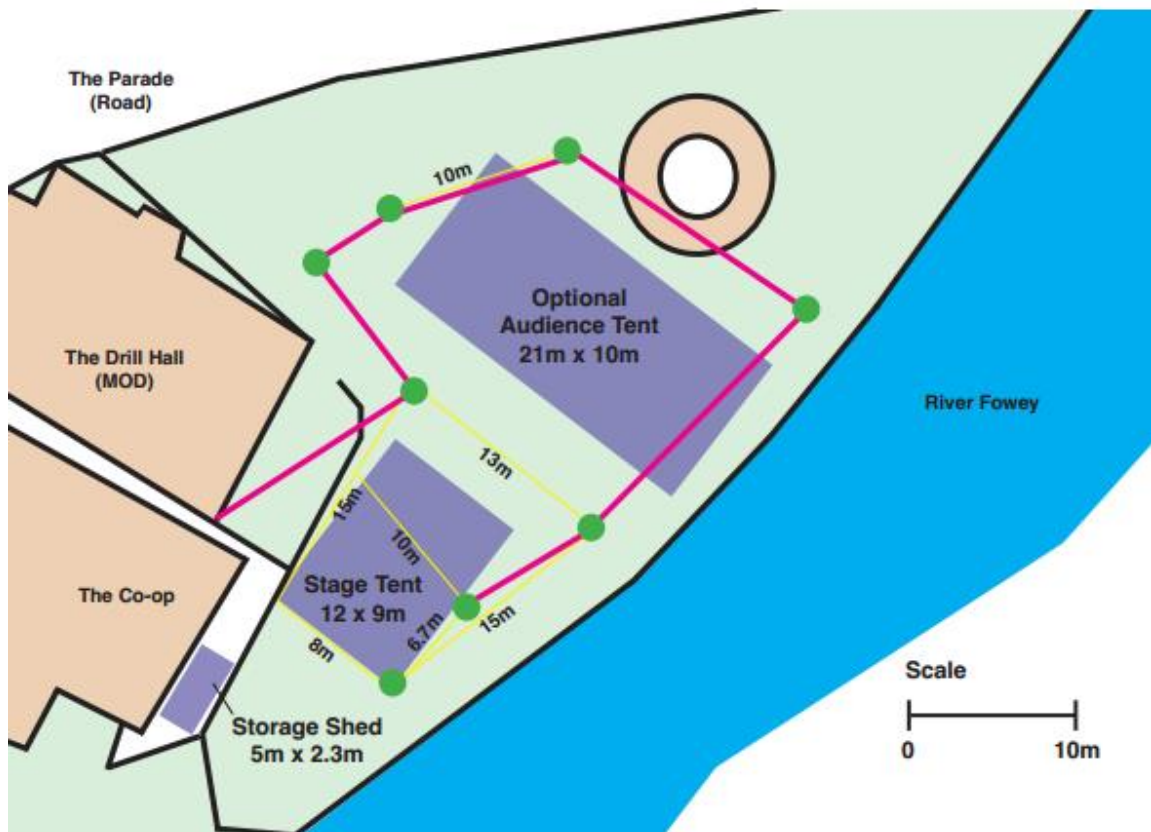
 Town Council Land

 Tree-height rig for lighting and sound

 Tree

 Co-op Land

All proposals are subject to appropriate permissions



11. Land & Heritage Tree survey – to consider the report received.



Tree Safety and Management

Lostwithiel Town Council

February 2018



Author: Matt Jackson Date: 15/3/2018

Approved: Stephen Lees Date: 16/3/2018

Project No: J0020



Lostwithiel
Town Council

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Executive Summary

Tree Safety

It is understood that there has been little tree safety work undertaken over the past two decades, however a survey circa 2009/10 was undertaken by Cormac. There has also been limited planting or maintenance in this time, with the most recent planting projects around 1999/2000 as millennium celebrations.

This survey has estimated indicative costs for **work required to be circa** xxxxxx This is a large sum, however some of it represents cosmetic maintenance, and it can also be programmed over several years. The level of work required is an indication of what happens when there is no ongoing management policy. The work can be broken down into urgency:

- between 1 and 12 months
- between 1 and 2 years
- between 3 and 5 years

Over 50% of the trees are in good condition, 30% in fair condition, and over 90% are expected to live for more than 20 years (86% more than 50 years). Lime trees are the most common amenity specimens, with Oak being next then Sycamore and Willow (the latter two likely to be self sown).

There is a need to develop a tree safety and management policy, followed annually and recorded. This is not a legal obligation, but there is a statutory 'duty or care' that the council must adhere to, and a robust policy ensures this.

There is an equal need for an 'extreme weather' policy relating to trees.

15 Year Management Plan

The 15 year plan makes recommendations for the long-term management direction of each area in their current form, but also suggests alternatives and improved options where appropriate. In some case the change of style and presentation of areas may require public feedback, whereas other recommendations are for the clear benefit and uplift.

There is a need for further work to gain clear direction, such as a planting plan for King George V Park, a maintenance or planting plan for the second island area, and a conservation and management plan for Shire Hall Moor. A simple ecological appraisal would be beneficial for Shire Hall, and it may be possible to achieve this using volunteers.

The long-term future of the land and tree collection in and around Lostwithiel is very positive, but it will require some commitment and investment which has for a while been lacking. With planning and a clear programme great things can be achieved with sensible resources.

Tree Safety

Whilst undertaking the survey a total of 176 records were made, 27 of which consist of groups of multiple trees or shrubs.

On the whole the portfolio of trees is in good condition, and the life expectancy of the collection is long, however there are some distinct gaps in phased planting. Where the condition is low, it is often due to long term neglect, both of the mature collection but also poor aftercare of young trees.

Attached to this report are several technical documents that summarise the survey notes with estimated costs for work required, and detailed work recommendations. These can be used to present to contractors for accurate quotation, and are presented separately so that the contractor does not see the estimated budget. The technical reports are backed up by GIS referenced maps for easy identification, and the 'RAW' data is also supplied for future survey work.

Is a tree safe?

It is impossible to state that a tree is safe, but we can assess outward signs that indicate potential failure, and it is this method that we apply to the tree survey. The majority of the recommendations within the tree safety report are pure 'safety' related tasks, however in some cases a tree has been highlighted as being of poor form or having potential future safety issues.

The Parade

The Parade is a complicated area and will need considerable discussion. Whilst we can say that a tree in this location is less likely to fail, some of them are very large, of imperfect form, and have outgrown their location. The Parade might become a very pleasant area if there were more light, and a selection of smaller trees with year round interest. There is however the potential for great community protest if some of the large trees are removed for 'cosmetic' purposes.

As these trees age they will become a safety issue, and the consequences of failure or emergency removal can be very expensive.

The Survey Recommendations

When recommending work to be undertaken the tasks are broken down into urgency, by way of attributing a deadline for completion.

| Deadline | Actions |
|------------------------|---------|
| 1 month | 2 |
| 3 months | 4 |
| 6 months | 5 |
| 12 months | 15 |
| 24 months | 6 |
| 36 months to 60 months | 19 |

Tree Safety Policy

The 'duty of care' required of landowners and managers is set out in statute law, and is clear that we must take reasonable action to ensure that trees are maintained to a safe standard. Negligence is not tolerated, and carries a heavy cost when identified. There is no distinction between different types of organisation or body when it comes to 'landowners or managers', however it is usual for public bodies and organisations to come under close scrutiny, and they are expected to follow high standards.

A tree safety policy is a robust method of keeping records and ensuring that your 'duty of care' is upheld. It is useful when undergoing an audit, and more importantly is a vital document if entering into litigation relating to tree safety and failure.

A tree safety policy in simple terms sets out the following requirements:

- The land and therefore trees owned by the Council
- The level of 'risk' attributed to each area (relating to frequency of use)
- The inspection cycle
- Required skills of an inspector
- Method and location of inspection records and works undertaken

A tree safety policy can be completed by an experienced Arboricultural Consultant, or by members of the Town Council following good published guidance. Here are some useful links:

[https://www.forestry.gov.uk/pdf/FCMS024.pdf/\\$FILE/FCMS024.pdf](https://www.forestry.gov.uk/pdf/FCMS024.pdf/$FILE/FCMS024.pdf)

http://www.hse.gov.uk/foi/internalops/sims/ag_food/010705.htm

<https://plantnetwork.org/links/trees/national-trust-tree-safety-guidance/>

<http://landandheritage.com/arboriculture/>

Land and Heritage can help with this process if required.

Action

It is essential that Lostwithiel Town Council action the recommendations within this report, and all subsequent reports. Not doing so would be a clear act of negligence in the event of injury or damage due to tree failure.

Extreme Weather

Tree safety inspections determine the likelihood of failure for each tree, and the impact that failure might have. It is possible to consider tree failure in normal conditions, and to a certain level in 'normal' wind, rain and drought. It is not possible to predict the impact of extreme weather events upon a tree, and therefore a land owner must take reasonable care to protect the general public.

It is very difficult to securely close access to public parks and squares, so the council must settle upon a sensible and workable solution. Assuming that the council have adopted an annual safety inspection policy, and that the maintenance work identified is undertaken, the following approaches may be considered:

- **Met Office Weather Warnings:** the met office issue clear weather warnings when public safety is at risk, and they are quite specific about risk to individuals, trees and structures in high winds or heavy snow for example. This may be considered as sufficient public notice.
- **Signage combined with the Met Office:** when weather warnings are issued, prepared signs are placed securely at the entrances to public areas warning people not to enter due to warnings and forecasts (remember not to send staff into these areas in extreme weather)
- **Bespoke policy:** the council develop their own policy for measuring or judging the local weather conditions, such as constant wind-speed and strength of gusts.

This extract from the Leeds Castle closure policy is a useful example when considering bespoke options:

“The estate must be closed to staff and visitors under the following conditions;

- *Constant wind speed = ≥ 40 mph*
- *Gusts of wind = ≥ 50 mph*
- *Gusts of wind are 20 mph over constant wind speed (eg. Constant wind 20mph + gusts 40 mph = CLOSE)*

It is worth considering closing the estate if the weather conditions are forecast to reach or exceed the readings above. This is often a local/day before discussion depending upon the conditions, and may be prompted by met office weather warnings.

Highways and public rights of way cannot be closed”.

For Lostwithiel Town Council perhaps the best option is to rely on met office warnings, which are widely issued to the public, combined with placing prepared signs at the entrances to public spaces informing the public of the issued warning.

Following extreme weather the council must have a plan in place for checking the condition of trees, which can be fairly quick, but ensures that there are no torn limbs, cracks or structural defects that threaten public safety. The routine inspections can be invalidated if this is not undertaken, and forms an important part of the ongoing land management.

It would be reasonable for this to be undertaken by a designated councillor or staff member given basic training in tree safety inspection. The next option is to have an open contract with an arboricultural consultant to check upon request following storms.

Again, Land and heritage can help here if required.

Arboricultural and Woodland Management – 15 years

Lostwithiel Town Council have wisely requested a management plan giving a long-term view for the next 15 years. The aim of this plan is to give direction on management of the existing tree and woodland stock, as well as suggesting potential changes and developments to areas in need of revival.

It must be remembered that long term plans must be reviewed often, and ideally given a 'rolling' timetable to ensure that they never come to an end. Trees are resilient, and can easily take a spell of neglect, but this often then results in costly catch-up work.

This plan will deal with each individual area within the ownership or responsibility of the Town Council. The recommendations following a meeting with the Town Council on the 6th March 2018 where options were discussed.

Do I need a felling license?

It is quite normal to need a felling licence for even small groups of trees to be removed, however the parks and public spaces owned by the council are exempt, being designated as "Public Parks and Gardens".

Are there any TPOs?

There are no Tree Preservation Orders within the areas surveyed, however much of it is within a conservation order. The Arboricultural Association state *"Normal TPO procedures apply if a tree in a conservation area is already protected by a TPO. But if a tree in a conservation area is not covered by a TPO, you have to give written notice to the LPA (by letter, email or on the LPA's form) of any proposed work, describing what you want to do, at least six weeks before the work starts. This is called a 'section 211 notice' and it gives the LPA an opportunity to consider protecting the tree with a TPO.*

You do not need to give notice of work on a tree in a conservation area less than 7.5 centimetres in diameter, measured 1.5 metres above the ground (or 10 centimetres if thinning to help the growth of other trees)".

They provide useful further information on tree legislation here <https://www.trees.org.uk/Help-Advice/Public/A-brief-guide-to-legislation-for-trees>

Modern Tree Surgery

Tree surgery has come a long way in recent years, and there are many improved methods following breakthroughs in understanding and research. There are many tree surgeons (the majority) who are not keeping abreast of this information and may therefore recommend unnecessary tasks that are

the dates and content. Independent arboriculture consultants tend to be more reliably up-to-date, and will not need to recommend work for the sake of it.

Second Island

The second island areas is owned by the Duchy of Cornwall and leased to the Town Council. Developed as a Millennium 2000 project this area contains some sculptures, ponds, seating, planting and a circular path. It has an informal management prescription, with long grass (intended to be wild flowers) and more natural tree selection, and is popular with dog walkers.

The area is often wet, with any depression holding water and colonised by willow, and is a level 3 **flood risk area** with the environment agency. *(Areas within flood zone 3 have been shown to be at a 1% or greater probability of flooding from rivers or 0.5% or greater probability of flooding from the sea. Flood zone 3 development needs to submit a flood risk assessment as part of its planning application which determines if the site is classified as flood zone 3a or 3b as well as reviewing flood risk on the site and proposing suitable mitigation).*

This area has been considered for **event parking** on limited annual occasions. There is a small area to the south which is raised, sloping and near the road. Whilst this might be a convenient location, there are many constraints that make the likelihood extremely low. Most of the field lays wet and cannot be relied upon for sound parking. In order to change this one would have to raise the level, undertake significant drainage and ground reinforcement. As the field is a flood plain it would require extensive mitigation to allow flood waters to build up elsewhere, which is not possible. The small sloping area to the south would still require ground reinforcement, which will still alter the drainage to the area, further reducing the likelihood of planning success. Beyond this there would need to be a highways grade entrance constructed leading into the field from the A390, with a wide bell-mouth for safe exit and viewing. It is not advised to pursue parking cars in this area.

If the **grass** is to be managed as such, then a maintenance programme is required to avoid decline. Long grass still needs to be cut, and for wild flowers to establish the grass needs to be removed to reduce the fertility of the soil. Meadow grass must remain uncut until July or September, when it is cropped, removed and allowed to recover. An early spring crop prior to broadleaf growth is often good too, but this can be substituted by autumn grazing.

An option is to significantly **reduce the grass content**, and to convert the area to wet woodland, which is a UK priority BAP (Biodiversity Action Plan) habitat. Habitat creation on this scale is far more effective than small areas, and can be positively linked to future development project mitigation in wider planning. Longer term it reduces the need for grass management, and whilst not without any requirements it is certainly of low input.

Developing a **wet wooded area** would require the gradual planting of suitable species, with a range of heights and light levels. For example, and pond surrounded by dogwoods, with rushes and flag iris, then mowing into birch, willow and alter will give a range of structures. Routine coppicing of the birch,

alder and willow keeps them under control and changes the height structure. The added benefit is that these species are cheap to buy, easy to establish and robust survivors.

| Future Management – Second Island Area | | |
|---|---|----------------|
| Riverbank Alders (T1130) | The alder coppice needs to be retained to ensure that the river bank does not collapse (unless an erosion policy is adopted). It is also an important corridor for bats and other species. Coppice the alder in 50m sections every 5 years. Begin at the south end and work through until complete. | 5 yearly cycle |
| Hedgerows and groups (T1131, T1132, T1134, T1128) | There are several hedgerows and small planted groups that need management. They no doubt date from the creation of the area but have not been managed further. The hedge to the north T1131 needs laying and allowing to thicken up. Other areas need thinning to retain several good specimens. | Within 5 years |
| Tree selection and removal | There are several planted oak groups that need thinning for the best specimens, and some inappropriate planting of evergreen ornamentals which need removal. | Within 5 years |
| Area Management Plan | Determine the final theme for this area, be it meadow, wet woodland or parking and establish a long-term improvement plan. If woodland then a planting plan will be required. | 1 year |

King George V Park

This park forms the main area for physical recreation and play, and contains a sports field, hard netball court, children's play area and a skate park. The river runs along the eastern boundary, and has a large flood defence bund planted with young and semi-mature trees. The south west boundary with the town contains some mature trees of mixed form, mostly in the ownership of the private house owners. To the north there are several large trees on the A390 boundary, and a row of young horse chestnut.

Despite the bund this area **often lays wet**, and is within the level 3 **flood risk area**. The centre of the field is raised to allow drainage for the sports pitch, however the surrounding lower areas are commonly waterlogged in wet weather. The horse chestnut to the north are not enjoying the conditions, and combined with other dysfunctions are in poor shape.

Planting along the bund takes an interesting form, with some good and some poor choices of tree species. There has been no thinning as they mature, resulting in dense grouping and competition. It does however achieve the purpose of screening the industrial area to the west, and proving a nice **green infrastructure**.

This is a nice open area, close to the town centre and a place for groups and families to enjoy. It is an area that could easily be enhanced by planting ornamental trees as specimens, suited to the wet conditions and adding value to the urban landscape. Adding more trees will not impact upon the open nature, but will improve the town skyline and provide aesthetic enjoyment.

Suitable tree for this area would include:

- *Taxodium distichum* (Swamp Cypress) – deciduous conifer
- *Liquidambar styraciflua* (Sweet Gum) and other varieties – nice form in growth and stunning autumn colour
- *Amalanchier canadensis* and *lamarkii* – a large shrub/small tree with exceptional spring flower and good autumn colour
- *Betula* varieties (Silver Birch) – some excellent white stemmed forms
- *Liriodendron tulipifera* (Tulip Tree) – a stately large tree with excellent autumn colour
- *Salix babylonica* (Weeping Willow) – wonderful form
- *Pterocarya fraxinifolia* (Wingnut) – like the common Ash
- *Sorbus aucuparia* (Mountain Ash) – lovely flower and berries
- *Zelkova serrata* (Southern Beech) – lovely leaf shape and form

These are but a few suggestions, of which there are many more. It is best to generate a measured and mapped planting plan to keep focus, and allows for changes in management without impact. New planting must also have ongoing care, ensuring initial establishment, pruning and thinning if required.

| Future Management – King George V Park | | |
|--|---|-------------------------|
| Riverbank Trees (T1105 to T1122) | Select trees for removal as a systematic approach to thinning and enhancing each group. In some cases entire groups may end up being removed, such as horse chestnut, which is prone to bleeding canker. | Commence within 5 years |
| Northern boundary (T1123) | The majority of the trees here are unhealthy and will need to be replaced. They are suited to a well planned replacement schedule in favour of ornamental trees. The sooner this is actioned the better, as smaller trees are easier to manage. | Within 10 years |
| Commission tree planting plan | In order to continue building the planted 'stock' of ornamental trees, and to enhance the planting in this park, a well thought out planting plan will be required. This will identify planting standards, maintenance and tree varieties. | Within 5 years |

The Parade

The Parade is a key area at the heart of the town, and an important part of the heritage and green infrastructure of Lostwithiel. With the river running directly to the south east, this formal area contains a war memorial, seating and an area for reflection and relaxation by the water. There are 9 mature beech trees of great stature that form the main structure of the tree-scape, with several lime amongst them, also of a mature age. It is an area where people enjoy sitting, and a number of busy town events are staged.

The Parade is also an example of **an area that is degrading**. The dense tree cover generates considerable shade, which is resulting in a leaf litter build up and the formation of a muddy surface. In the winter this is unpleasant at best, and does not invite users. The heavy shade in both winter and summer mean that seating areas do not dry out, and it is hard for anything to grow at the lower levels.

The **mature trees** are at an age where problems begin to develop, and we expect to see **decline and failure**. Some of the beech are displaying dysfunction within the bark, and either have large basal cavities or stem cavities. The competition from their neighbours has also lead some trees to lean towards the light, taking them out over buildings or the road. **Safety issues** have been identified as part of this survey, and on trees in such a high risk area close attention has to be paid.

There can be no doubt that bold decisions need to be taken regarding the trees in the parade. They will live for many decades, but there will be large failures and collapse within that span. There are two choices to make in such situations:

1. Prevent public access to trees because they are deemed to be significant within the landscape.
2. Remove trees that have been identified as have a likelihood of failure.

Given that the target zones (areas at risk of a falling tree) for these trees are the road, house and public buildings it is not possible to consider option 1. **A plan must therefore be developed for the phased removal** and replacement of the mature trees on The Parade. This would assume to remove at least 30% of the mature trees imminently, 30% within 15 years, and 30% following establishment of the replacement planting (of 12 trees 4 each time).

Given the practicalities of the propose tree removal, and thinking towards the future improvements of the parade as a location to enjoy, the obvious solution leads to the removal of 60% of the matures trees. The southern end of the parade will attract the most sun, would be a lovely place to establish some smaller ornamental trees, and holds potential for a more permanent shelter or gazebo/band stand (a requirement discussed at the council meeting). The southern end is also populated by 6 trees rated as 'Fair' or 'Poor' in condition, leading to a sensible solution. There are another 2 trees to the north that require removal in the early phase. The outcome of this would be:

- Remove trees T1093, T1095, T1098, T1099, T1100, T1104 at the beginning of the project
- Either tidy by pruning tree T1097 or remove it
- Remove tree T1101 within 5 years of the project commencing, and within 7 years of this report

If there is no plan to open the southern end, then the phased removal of mature trees should undertake the following:

- Remove trees T1099, T1100, T1101, T1104 immediately
- Remove trees T1093, T1095, T1098, T1102 as phase 2 and replant with new specimens

Whichever approach is taken, there will be a **need for surface improvements** to the parade. Either option will introduce more light at ground level, however that alone will not solve the damp, muddy issues. Improvement of the space is likely to encourage more people to the space, and the events help will add up to increased compaction within the rootzone of the trees. Compaction can cause significant issues for trees, reducing air and water penetration, and it also results in slow drainage of the surface. A permeable compaction resistant surface is therefore required to create a hard wearing space.

Initially the stumps of removed trees will need to be removed well below surface level with a stump grinder. Removal to a good depth reduces the chance of subsidence as the stump decays below ground. A gravel surface will work well for both permeability and public use, but the construction specification is critical. There can be no excavation so as to avoid root damage, and the surface must not be built up but more than a few centimetres. The best option is to **lay modular permeable ground reinforcement** such as Ecogrid <https://ecogrid.co.uk/>. This can be laid over the current surface and filled with gravel, which not only keeps the gravel in place, but also prevents compaction.

Following tree removal it will be possible to **select some replacement options** for the area designed to deliver maximum ornamental impact. In the long term retaining 30% as larger trees and 60% as smaller trees will be better for the area an it's multiple uses. Examples of smaller trees are flowering cherry and Japanese maple.

| Future Management – The Parade | | |
|--|---|--|
| Phase 1 tree removal | Plan for the remove of trees T1099, T1100, T1101, T1104 | Commence within 5 years unless sooner for safety |
| Determine plan for the entire area | Consider the options for the future of the parade within this report and progress. This may require obtaining quotes for the 'development' and improvement works initially. | Within 5 years |
| Commission tree planting plan and surface improvements | Following tree removal, obtain landscape plan and prices for improving the surface and planting new specimens. | Within 5 years |

Quay Street

There is very little to say about this area. With 2 specimens at the southern end that are in good health and with plenty of life in them the only requirement is safety inspection. At the north end there is a small area of grass with the remains of a more 'horticultural' scheme. It can be nice to have areas without trees, just to enjoy open space, but this patch may also be suited to a small showy specimen like a flowering cherry.

Coulson Park

To the south of the town centre is Coulson Park, and long and sinuous park with the river to the east for it's length and the railway to the west. The park has well maintained grass with a range of young and mature trees planted throughout. The majority of the trees are lime, with a mixture of other native and non-native specimens.

Over time **mature specimens have been lost or removed**, and some replanting has occurred, but not always with thought or planning. Several trees are in poor health due to age or disease, but in general the stock is in good condition.

There are no plans to change the usage of this area as it is a very popular location for dog walkers year round, and as a greenspace in the summer. With that in mind the best option and the simplest is to initiate a steady, long term planting plan for replacement trees.

This area is perhaps one that is suitable for consideration as **additional event parking**. The grass to the east at the northern end of the park could easily be reinforced with a permeable surface as outlined for the parade. It could be finished in either gravel or grass, and with event traffic management at pinch points provide valuable space.

| Future Management – Coulson Park | | |
|----------------------------------|--|----------------|
| Commission tree planting plan | Commission a tree planting plan for replacement of lost specimens moving forward | Within 5 years |

Shire Hall Moor

Shire Hall Moor is an **undesignated local nature reserve** to the far south of the town, and can be easily identified into two areas; the first section from Coulson Park to the Waste Water Treatment Works, which is a narrow strip of land with the river to the east and the railway to the west. The second section is beyond the treatment works, and opens out into an estuarine salt-marsh with small groups of trees and scrub.

The first section is **very popular for dog walking**, and has a rough wide track for service vehicles running its length. At the southern end the ground opens out to the east as the river takes a long sweep around, creating a nice tidal flat. At the same point on the western side of the track a wooded area opens out, becoming wider towards the south. This is a mixture of well established but young plantation trees, natural scrub and naturally occurring trees. At the far end the Water Treatment Works are surrounded by a very tall screen of *x Cupressocyparis leylandii*, the infamous Leyland Cypress.

The second section has a very definite **special feel** about it, and those who make the effort of walking to the end are rewarded by **quiet, natural tranquillity**. Walkers pass first through an area of planted alder, low scrub and some old apple trees. This emerges into a wide open salt marsh, with some blackthorn thickets and a wonderful oak and blackthorn wood at the far end.

As a nature reserve Shire Hall Moor works quite well, and whilst avoid the needless urge to 'tidy up' there is a feel that the area is **a little unloved**. It is most apparent that there is no management plan, and very little maintenance to the site. Nature sites benefit from a **conservation and management plan**, which is a simple document that outlines what is special, what could be better and how to maintain it going forward. This can be used to guide volunteer teams or contractors when caring for the site long term.

There are three main areas upon which to focus at Shire Hall Moor:

1. Conservation management of the thicket to the north west
2. Removal and replacement of the *Leylandii* hedge at the treatment works
3. Conservation management of the salt marsh

It may be possible to add to the range of habitats at Shire Hall, but this would need to follow an ecological assessment of the area to determine what is of most value. There is no doubt that the Woodland Trust would donate up to 500 trees for a community planting project, and it would be possible to add a large tidal pond/small lake with relative ease. This however must follow the initial step of gaining control over the currently untouched wooded areas.

| Future Management – Shire Hall Moor | | |
|---|--|------------------|
| Commission a conservation and management plan for Shire Hall Moor | This plan will give direction to the nature reserve, and empower individuals or groups to confidently undertake conservation tasks. It should include a simple ecological appraisal with recommendations | Within 18 months |
| Establish a community volunteer group | The best way to get this area managed on a regular basis and to a good standard is to establish a local volunteer group, who can then work to the conservation and management plan | Within 2 years |
| Thin and manage the small wooded thicket T1089 and T1072 | Perhaps the first task for a volunteer group, and if not a contractor, following recommendations laid out in the conservation plan. | Within 2 years |
| Remove the Leylandii screen at the treatment works | Undertake negotiations with South West Water with the aim of them paying to remove the screen that they planted on Town Council land. If this is not possible they may contribute, however the screen must be removed in the long term so a plan will need to be set in place, with more suitable replacement. | Within 3 years |

The Cemetery and Allotments

The Cemetery is a relatively straightforward site high on the hill to the west of the town. At the entrance to the north there is a nice large Cherry, but there are no other trees of note within the boundary. The hedgerow to the north has grown high and contains some tall natives, which is a similar case to the south. There is one large semi-mature sycamore to the west of poor form, which is a naturally occurring tree.

With no trees of note it would be a nice initiative to **raise the ornamental standard of the cemetery**, by planting very selectively some small to medium specimen trees. This would be a lovely location for flowering cherries, magnolia, dogwood, sweet gum and other similar choice trees. The feel and atmosphere would be transformed and with low maintenance requirements.

To the west and south are the allotments, which are lined with mature hedges themselves. The long hedge running east-west to the south has been maintained and is in a young state, but for the sake of letting light in and competition down it should be maintained by cutting. Almost all of the remaining **hedgerow boundaries have lapsed to become over mature** and a potential maintenance problem. Large sycamore coppice stools now over shadow many allotments, and the nature of the buildings and structures makes inspection tricky and management very awkward.

The boundaries of the **allotments need a focused plan** to restore the hedges by coppicing most of them, selecting the occasional nice specimen to remain as a mature hedgerow tree. Following

restoration it would be best to keep the hedges in control by flailing them routinely. This may have to be a manual task with hedge cutters because the allotment structures will not allow for tractor access. Without this restoration activity the trees will continue to grow, the allotments become overshadowed, and in time structural issues will lead to tree collapse.

To the west of the allotments on the field boundary there is a low, but very fine veteran Oak (T1171) which must be protected.

To the north of the cemetery there are two parcels of land that are currently 'wasteland'. Identified on the tree survey maps as T1170, T1174 and 1176 they currently appear to have no plan or management prescriptions. There is no harm at all in having areas of untouched wasteland, which can be very good enclaves of undisturbed habitat, however they might equally be incorporated into the 'ornamental' management of the area. T1170 could easily be a simple glade of flowering trees with seating. T1174 seems to have been a garden historically, and has two old fruit trees in the eastern corner. It would have views across the town if the lapsed tall hedgerow that is T1176 were cleared.

| Future Management – Cemetery and Allotments | | |
|---|--|-----------------|
| Plant ornamental trees in the cemetery | Perhaps funded by selling as memorial trees, select a small range of trees for planting to improve the area | As time allows |
| Maintain the southern allotment boundary hedge | In a relatively young state, this will need to be cut with an agricultural flail and then maintained so. Initially it will look harsh but will soften subsequently. | Within 1 year |
| Begin to cut and restore the remaining allotment hedges | Starting at the entrance to the allotments and working west, bring the hedges under control. The task will create a lot of firewood, and may be of interest to a small local firewood contractor | Within 10 years |
| Determine a plan for the land parcels to the north | Whether they are to be left to nature or developed, it will be worth having a plan in mind to factor into the maintenance schedule. | As time allows |

Bodmin Hill

From the main A390 this road climbs north through the town, and opens out to contain several verges with mature trees. The largest of the trees are located at the school entrance which is a high use area, and reduce in size heading up the hill.

In most cases the trees on Bodmin Hill will be **observed and managed as part of the tree safety inspection programme**, which has already identified some management requirements. There are several trees that form dense groups, and whilst they show no structural issues it would be good

management to remove some of them. This group is shown as T1153-1155, where only one tree is really needed.

Usually we would suggest a tree replacement programme, however here it may be prudent to refrain from further planting due to the increased use of the area. Perhaps a small fruit tree, crab apple or similar would be nice, planted by the school.

| Future Management – Bodmin Hill | | |
|------------------------------------|---|----------------|
| Consider thinning of several trees | As outlined above, consider tree removal as a forward planning measure. | Within 5 years |

Pendour Park

This very small park to the north east of the town is no doubt an important area visually for the surrounding houses, and when in use as a play area. The suggestion here is very simple; it would be good to maintain the hedges annually to keep them tidy, and prevent ash suckers etc. Further to this it would be nice to establish one lovely, fine specimen tree for beauty, shade and structure.

Enabling Projects/Partners

There are number of ways in which some of the long-term actions above may be enabled, that not only reduce cost and liability to the town council, but also make them a strong community project supported and 'owned' by a wide group. The council may wish to pursue some of the following options:

- **Community planting drive** – where planting plans are produced for an area, whether woodland or ornamental, work with the local community and bodies to achieve a lot in a short time frame. Volunteer planters are cost effective and will have a pride in ongoing care.
- **Community tree wardens** – can bring many benefits to the council by simply looking out for trees and monitoring their condition, whether new or mature. They may also be trained to help with safety inspections or assist with placing out signage in storm conditions. <https://www.treecouncil.org.uk/Take-Part/Tree-Wardens>
- **Memorial planting programme** – a very good way to fund new tree planting, but it is worth factoring in the cost of after care and replacement if there are failures. £100 to £150 is a reasonable fee.
- **Partner groups and supporters** – working with the school, veteran groups, and other bodies to find labour. Identifying local businesses and bodies like businesses, the Duchy or Duchy Nursery, South West Water to provide financial support or donate plants

Appendix (Including digital files)

1. OTISS Tree survey results (digital)
2. OTISS Tree survey recommendations (digital)
3. Survey data and recommendations spreadsheet (digital)
4. Survey Map – Second Island
5. Survey Map – King George V Park North
6. Survey Map – King George V Park South
7. Survey Map – The Parade
8. Survey Map – Quay Street
9. Survey Map – Coulson Park North
10. Survey Map – Coulson Park South
11. Survey Map – Shire Hall North
12. Survey Map – Shire Hall South
13. Survey Map – Cemetery and Allotments North
14. Survey Map – Cemetery and Allotments South
15. Survey Map – Bodmin Hill
16. Survey Map – Pendour Park

12. Annual Budget – to formally adopt this year’s budget and to resolve to carry forward earmarked reserves.
13. Shire Hall Moor roadway – to update Council on any correspondence received
14. Lostfest – to receive an update regarding parking
15. Edgcumbe House – to receive an update regarding progress with the chimney and roof repairs
16. Accounts and Finance
17. Correspondence
18. Notices
19. Items for next agenda

Under the Public Bodies (Admissions to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.

20. Second Island walkway tender – to further consider appointing a contractor to repair or remove the walkway.

S Harris

Mrs S Harris

Town clerk

22 March 2018