

Park Improvement Sub-committee

Minutes of Meeting held on 15th June 2023 in Llanferres Village Hall

Present:

Cllr Allan Morgans
Ann Catherall
Cllr Lyn Gibson
Dawn Skelhorn
Margaret Narburgh - Clerk

23. Apologies

Sean Thomas who was on holiday

24. Meeting Open to the Public

No members of the public were present.

25. Declarations of Interest

None

26. Approval of Minutes from Meeting on 27th April 2023

Cllr Morgans proposed accepting the minutes as a true and accurate record of the meeting, Cllr Gibson seconded and members Skelhorn and Catherall voted in favour. There were no votes against or abstentions and the motion was carried.

27. Progress on Actions Arising from Minutes of Meeting on 27th April 2023

- 18.i Part complete, the Clerk had sent out 9 letters asking for support but has delay sending the rest until she better understands what evidence the National Lottery funders require.
- 18.iii Still outstanding – Mr Thomas to obtain contact details for Coleg Cambria.
- 18.vi Complete.
- 18.vii Complete, see **Appendix 1** for notes on visit to Gellifor garden.
- 18.viii Still outstanding – Mr Thomas to provide Clerk with contact information to update Council website.
- 18.ix Complete see appendix 2 for notes on meeting with National Lottery.
- 19. Completed 1/6/23
- 20.ii Completed 1/5/23
- 20.iii Completed, Mrs Skelhorn had researched the viability of composting dog waste and concluded this was not feasible at present because the majority of bags used by dog walkers are not compostable. It was agreed to let Cllr Grice continue his efforts in have two new dog waste bins installed in Llanferres.

28. Comparison of Quotes

The Clerk had circulated the quotations received from four Landscape Architects and together with a comparison of them prior to the meeting. They were for £6,995, £7,659, £8,400 and £10,500 exc VAT respectively. After due discussion Mrs Catherall proposed accepting the quote for £8,400 and using this cost as a basis for applying for grants for professional fees because the company was local, had considerable experience working on this type of project with public authorities in Denbighshire and were familiar with the geology and difficulties of the land in this area. Cllr Gibson seconded and Cllr Morgans and Mrs Skelhorn voted in favour. There were no votes against or abstentions and the motion was carried. The two lowest

prices were rejected because the companies were based nearly 200 and 140 miles away respectively, one had not visited the park and the other had to fit the visit around other work in the area so the members felt the distance would present difficulties when it came to managing the project and this could result in unbudgeted additional travelling costs. The highest quote was rejected on price and because the Clerk felt this company was too busy to take on this project because of the difficulties she had had to date in contacting them and having to chase them at every stage of the process so far. Action: Sub-committees' recommendation to appoint Landscape Architect who quoted £8,400 exc VAT to provide concept and finished drawings and material specifications be put to full Council meeting for approval.

29. Potential Funding

The Chair, Clerk and Mr Thomas had attended a video meeting with the National Lottery who said at the time that it was possible to apply for funding the cost of professional fees through an 'Awards for All' grant. **See Appendix 2** for notes of the meeting. They had since emailed to say it would be better to apply for a 'People & Places' grant but the minimum spend was £10,000. This meant the cost of professional fee alone would not qualify because they are below threshold. The capital costs could be included to take the application above the threshold but this cost would not be until drawings and specifications are completed and quotes obtained from potential contractors. Action: Clerk and Chair to contact National Lottery for clarification.

The Chair and Clerk had attended a meeting with AONB Sustainable Development Funding officer and established that the project met the criteria for applying for a grant of up to 75% of the cost of phases 1 & 2 of the project which included professional fees and removing dead trees before work could begin but the deadline for applications was just two days away. Action: Clerk to complete application form and circulate to member for approval and submission before the deadline.

The Chair had spoken to Cadwyn Clwyd who confirmed they provide grant to cover professional fees but the fund was currently closed because Denbighshire CC had not yet released any funding. Action: Chair to maintain contact to check when funding is being released.

30. Other Matters

None

The Chair thanked the members for their contributions and the meeting was closed at 21.00 pm.

Date of next meeting Thursday 20th July 2023 starting at 7 pm in Llanferres Village Hall.

Appendix 1

Park Improvements Sub-committee Notes Following Visit to Gellifor Garden 1st June 2023

Present: Allan Morgans, Lyn Gibson, Ann Catherall, Sean Thomas, Margaret Narburgh and Lola Quinn – Creator and manager

1. Background

The park was created 2 years ago in 2021 on waste land owned by Denbighshire CC who were looking for suggestions on how to use it. Lola suggested it be converted into a community garden and the council agreed. It covers an area approximately 30m long x 16m wide and has a double metal gate at the entrance.

Lola agreed to lead the project and contacted Heather at Denbighshire CC for help heather.battisson-howard@denbighshire.gov.uk. Heather visited site, listened to people's ideas and produced a design drawing.

Denbighshire CC agreed to set out and lay the hard landscaped path and Keep Wales Tidy provided 4 raised beds (waist height), a shed, wheelbarrow, 2 benches, a picnic table, water butt and a number of gardening tools free of charge.

2. Creation

A Facebook page was set up to recruit volunteers to create and manage the garden and 26 people join the community group.

It was agreed from the outset that it would be a NO COST garden created with volunteer labour and donations of plants and other materials.

Rather than clear the ground, volunteers laid cardboard over the areas to be planted to kill the grass, covered it in manure donated by a local farmer and left the ground to settle for about 4 months. After that volunteers planted straight into the ground.

A second path made from paving slabs donated by locals was laid through the flower garden.

The garden was launched with an Opening Party which was attended by members of the County and Community councils, the school and local residents.

3. Day to day Management

By default, Lola has become the garden leader / co-ordinator. She posts messages on Facebook saying when she will be working in the garden and what jobs she will be focusing on (planting, weeding, generally tidy up etc) and invites everyone to join. Working sessions last no longer than 2 hours and are generally on Saturday mornings between January and October depending on what needs doing at a particular time of year. 6 people regularly attend and they have become friends.

If there are big jobs to be done, Lola puts out a request for more help and generally the community responds.

Initially there was a vegetables patch but one gentleman took it over for his own use only so this was removed and now they only grow flowers.

4. Events

The garden has already achieved 'Bee Friendly' status and the school uses the garden regularly for nature classes.

They organise an annual butterfly and bee count and hold 'open days' for the community to just visit and admire. A social gathering takes place to celebrate the summer solstice.

Appendix 2

Notes on zoom meeting with Eirian Jones National Lottery 16th May 2023 re Maes Ysgawen park

1. Zoe Smith is the officer responsible for this area but she is away and Eirian is standing in until her return.
2. Types of grants are:
 - a. Awards for all - £300 to £10,000. Can apply anytime by completing application form and NL will reply within 12 weeks.
 - b. People & Places - £10,000 to £100,000. One stage process where a funding officer will work with us to ensure that the criteria is met before application is submitted. NL will reply within 12 weeks.
 - c. People & Places - £100,000 to £500,000. Two stage process designed for larger projects. Funding officer works closely with the applicant.
 - d. Capital Development Grant - £10,000 +
3. Eirian felt we should apply for an Award for All grant to cover professional fee then a People & Places grant for the capital works.
4. In considering applications the NL focuses strongly on:
 - a. Will the project bring people together
 - b. Will it improve places and spaces
 - c. Is it community lead. Applicants need to demonstrate:
 - i. How the community came up with the idea – need to provide proof
 - ii. Who has been consulted
 - iii. How the community has been consulted – public meetings, surveys, Facebook etc
 - iv. How the community will be involved in developing and delivering the project – voluntary work, donations etc
 - v. What support is there within the community – residents, school, church, local businesses and other organisations
 - vi. What the benefits will be – physical, mental, social, bring people together, reduce loneliness etc especially in rural areas
 - vii. Which sectors in the community will benefit most – children, OAP's, disabled etc at what stage where they involved.
5. Application needs to be signed by 3 Councillors and can include Clerk and Chair even if they are related
6. VAT status should be yes as we can claim it back
7. Everything funded by the NL needs to be bilingual