

Park Improvement Sub-committee

Minutes of Meeting held 5th February 2024 by TEAMS Video Conference

Present:

Cllr Allan Morgans
Ann Catherall
Cllr Lyn Gibson
Sean Thomas
Margaret Narburgh - Clerk

Members of the Public:

None

1. Apologies

None

2. Meeting Open to the Public

None present

3. Declarations of Interest

None

4. Approval of Minutes from Meeting on 20th July 2023

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

5. Actions Arising from Minutes of Meeting on 20th July 2023

- 36. Completed
- 37. Completed
- 40.1 Completed

6. Arrangements for Presentation of Concept Drawings

Members of the committee held the initial site meeting with Claire and Paul Halestrap in the park on 16th January to discuss the briefing document sent to them in December 2023 and 'walk' the park for further understanding of residents suggestions and the challenges faced. See Appendix 1 – notes from meeting.

Harrisons had since confirmed that the initial concept drawings should be available the first week in March.

Members discussed making arrangements to present the concept drawings to the community and agreed the following:

1. Hold a public meeting on Saturday 13th April in Llanferres village hall from 2 until 5.30 pm. Action: Clerk to book.
2. Present to Council for comment by Councillors and members of the public as soon as possible at a general meeting. Action: Cllr Morgans.

3. Speak to the school regarding holding a meeting in the village hall for children and parents to express their views. Action: Clerk to write to Mr Jones and make arrangements as appropriate. Mr Thomas to speak to headmistress at village hall meeting on 15th February
4. Draft a public notice to include invite for afternoon tea and watch live streaming of Grand National race to attract more attendance. Action: Clerk to circulate to members for comment and agreement
5. Promote the event(s) on community Facebook pages. Action: Cllr Gibson
6. Advertise on Website, Noticeboards and in News & Views. Action: Clerk
7. Prepare a door-to-door leaflet drop. Action: Clerk to draft, members to distribute
8. Order publicity materials to decorate the village hall promoting the National Lottery. Action: Clerk
9. Arrange for notices and adverts to be translated into Welsh and promote dual language. Action: Clerk
10. Purchase food, drinks and consumables to provide afternoon tea and small prize for winner of race. Action: Clerk with Costco card
11. Draft feedback forms to collate residents comments on the plans (post it note type comments). Action: Clerk

7. Any Other Matters

None

The Chair thanked the members for their contributions and the meeting was closed at 19.30 pm.

Date of next meeting to be confirmed when initial concept drawings are available.

Appendix 1

Notes on Meeting with Harrison Design Development – Landscape Architects held on 16th January 2024 in Maes Ysgawen Park

Present from the Council:

Cllr Allan Morgans
Cllr Lyn Gibson
Ann Catherall
Sean Thomas – part time
Margaret Narburgh - Clerk

Present from Harrisons:

Clair Halestrap – Partner
Paul Halestrap – Partner

1. Purpose of Meeting

This was an introductory meeting to discuss the Maes Ysgawen Park Improvement briefing document sent to Harrisons in November 2023 after they had been appointed to prepare documentation to enable the council to progress plans to improve the park.

2. Initial Thoughts

- i. Creating an amphitheatre type area on the bank sloping down towards the school playground would probably need planning permission due to the extensive ground works that would be needed. The Council would like to avoid any works requiring planning permission and therefore asked Harrisons to consider other alternatives.
- ii. Installing a dropped kerb outside the main entrance gate in Cae Gwyn can be done with the relevant permission from Denbighshire CC and using one of their approved contractors. Alternatively, access could be via the dropped kerb outside Llanferres playing field and creating a new path along the grass verge into Maes Ysgawen.
- iii. The Rectory Lane entrance has a 'messy' configuration and the field gate could be set back to create a safer accessible entrance.
- iv. Many of the trees in the orchard have been damaged by strimming. Some are dead and others need pruning.
- v. Over 50% of the trees in the orchard area may need removing to improve the overall health of the remaining trees.
- vi. The grid at the entrance to the culvert is very small and a larger one would help prevent blockages. Given there is a lot of branches / twigs / leaves and in the past strimming grass cuttings discovered in chambers at rear of Cae Derwen through which this stream flows, if the suggestion would be to increase the metal grill bars (to filter out maximum debris entering the pipework) then Sean is in favour. If it is suggested to "enlarge" the gaps in the metal grill then this is not a good idea as it would increase the likelihood of blockages downstream and potentially exacerbate flood risks. The stream in Maes Ysgawen has recently been proven by DCC using a "dye test" to be the source water that causes the flooding at the rear of properties at the bottom end of Cae Derwen and Tyn Llan, so any changes that would result in an increased flow of water would make matters worse in periods of heavy rain.

- vii. It's not immediately obvious that there is a park next to the playing field so consider making more of the gates.
- viii. It will be difficult to achieve the levels for disabled access paths without undertaking major ground works.
- ix. It will be difficult to stop the stream overflowing onto the boggy area.

3. Actions:

- i. Clerk to ask Ground Care Contractor not to trim around base of trees.
- ii. Harrisons to prepare a time schedule to enable the Council to arrange a public meeting to consider the concept drawings.
- iii. Clerk to send Claire a list of the trees in the orchard area.