

Park Improvement Sub-committee
Minutes of Meeting held 30th April 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 5th February 2024

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

5. Actions Arising from Minutes of Meeting on 5th February 2024

All completed.

6. Feedback for Presentation of Concept Drawings

The concept drawing were presented to the school on 11th April, to members of the public at the general meeting on 11th April, to the community on 13th April and at the public meeting on 18th April.

Around 90 people viewed the drawings, 41 people completed feedback forms and 4 people commented by email. A number of comments were voiced directly to members of the committee during the 4 presentations, which were noted.

Analysis of all the feedback showed there is overwhelming support for the project with 19 suggestions for additional facilities to be included in the plans and 12 concerns over safety, limitations and maintenance costs.

Committee members considered each of the suggestions and concerns in turn and agreed the following:

i. Entrance from Cae Gwyn

- a. The materials and construction of the stone pillars to be in keeping with the many stone walls already evidenced around the area to provide a less urban look.
- b. Reposition pillars to avoid any trees being felled and to protect the culvert.
- c. Use the same stone for the boulders on the verge and 'dig them in' so prevent people parking on the verge with a decorative feature.
- d. Maintenance of the verge would be an extension of that for the adjoining war memorial area.

- e. A stumpery would require too much maintenance and would be better placed in the woodland area.
- f. The drop kerb shown in front of Maes Ysgawen park entrance to be removed to reduce costs because less able visitors will be able to access via the existing dropped kerb in front of the playing field and along the new path linking it to the park.
- g. Explore installing easy access, self-closing gates.
- ii. **Entrance from Rectory Lane**
 - a. Redesign with gate with at least 1400mm clearance to facilitate access for the grass cutter.
 - b. Reposition the gate to eliminate the need for the clawdd retaining wall to reduce costs.
 - c. Reposition entrance sign so it is visible from Rectory Lane.
 - d. Use same stone and design for pillars as Cae Gwyn entrance.
 - e. Include composting area for clippings from mowing grass paths.
- iii. **Entrance from School**
 - a. Extend the wooden steps in the park through the gate into the school (permission needed from DCC/head teacher).
- iv. **Accessible paths**
 - a. Use permeable materials rather than tarmac to reduce risk of flooding and cost.
 - b. Use metal or stone edgings for longevity depending on cost.
- v. **Viewing platform**
 - a. The same stone to be used as for the 2 entrances.
 - b. Include a sundial.
 - c. Re-route the grass path to this area to reduce its' steepness.
 - d. Install combined litter and dog waste bin.
- vi. **Woodland Area**
 - a. Choose non-slip, low maintenance materials for the boardwalks.
 - b. Incorporate water feature at top of stream.
- vii. **Outdoor Shelter**
 - a. Install solar panel on roof to provide electricity for mobile charging point and lighting.
 - b. Install combined litter and dog waste bin.
 - c. Include guttering to direct rain water into water butt for community garden.
- viii. **Community Garden**
 - a. Change rectangular raised beds to hexagonal shape as a more decorative feature.
 - b. Include accessible path from Rectory Lane along front of laid hedge bordering the school.
- ix. **Planting**
 - a. Choose low growing trees and shrubs to prevent them blocking the sun from neighbouring gardens.
 - b. Choose sensory and aromatic plants.
- x. **Other Features**
 - a. Include picnic table suitable for use by wheelchair users.
 - b. Place information lecterns around the park to create nature trail.

It was agreed the following features could not be included due to lack of space and cost:

Swimming pool, tennis court, basketball court, mountain bike/pump track, public toilets and BBQ area (insurance cover too high for expected use).

However, there may be alternative ways to provide some of these facilities. Actions:

- i. Clerk to ask school if the MUGA could include a tennis and basketball court.

- ii. Sean Tomas to promote the BBQ area and bike track in the playing field.
- iii. Clerk to promote that bikes can be ridden in the park.

It was acknowledged that parking in Cae Gwyn is already an issue at times but members didn't think the proposed improvements would make this any worse.

Members did not agree that the park improvements alone would result in increased house prices and prevent young people being able to afford living in the village. It was felt the greater risk of this happening would come from the area being designated a National Park.

A number of residents had expressed concern that dogs would no longer be allowed in the park. Action: Clerk to promote that dogs will still be allowed in the park and there will be plenty of space for them to run.

7. Consideration of Estimated Costs

Cllr Morgans had studied the initial cost estimate of £175,000 in detail and based on his knowledge and experience concluded that there was some scope for cost reductions, some works were over prices and others underpriced and that a few relatively low-cost items were missing. Action: Cllr Morgans to review and discuss costings with Harrisons when final drawings are available.

8. Planning Considerations

The Clerk had contacted and received a reply from Denbighshire Planning department which indicated that planning permission would probably be needed for the earthworks depending on the extent of excavation works needed due to the topography of the ground, Cae Gwyn entrance due to its' proximity to the highway and the outdoor shelter due to its' size. See Appendix 1 - email from Planning.

Harrisons have confirmed they can prepare both the drawings and submit the application in the Councils name to claim the 50% discount on application fees.

The National Lottery grant does not include funding to prepare drawings for planning or application fees and so she had obtained agreement from the Funding Officer that the grant for the drainage strategy (not needed now) and the underspend on grant to present the concept drawings could be reallocated to fund the planning application.

9. Briefing for Harrisons Landscape Architects

It was agreed the Clerk would prepare a briefing for Harrisons to revise the drawings. A meeting has been arranged for Tuesday 9th May at 2 pm to discuss the changes with Harrisons and all members of the committee are invited to attend if they wish.

10. Any Other Matters

The logistics for progressing the project were discussed at length and it was agreed to instruct Harrisons to finalise the drawings based on feedback from residents, prepare the documents required for planning and submit an application. Then to wait until the outcome of the application was known before undertaking any further work. If planning permission is granted, revise costings and discuss the most effective way to go out to formal tender and apply for funding for the capital works. Action: Clerk to keep members informed.

The Chair thanked the members for their contributions and the meeting was closed at 20.30 pm.

Date of next meeting to be confirmed

Appendix 1

From: Luci Mayall <Luci.Mayall@denbighshire.gov.uk>

Sent: Tuesday, April 9, 2024 2:02 PM

To: clerk.llanferres <clerk.llanferres@gmail.com>

Subject: FW: Maes Ysgawen Park Improvements

Dear Margaret,

Thank you for your enquiry. Georgia has passed this over to me as I am the Duty Officer today. Hopefully, I will be able to advise.

You are correct that there are permitted development rights for Local Authorities under Class A of Part 12 of the General Permitted Development Order (Wales) 1995. Please see below:

<https://www.legislation.gov.uk/uksi/1995/418/schedule/2/part/12>

Permitted development

A. The erection or construction and the maintenance, improvement or other alteration by a local authority or by an urban development corporation of—

(a) any small ancillary building, works or equipment on land belonging to or maintained by them required for the purposes of any function exercised by them on that land otherwise than as statutory undertakers;

(b) lamp standards, information kiosks, passenger shelters, public shelters and seats, telephone boxes, fire alarms, public drinking fountains, horse troughs, refuse bins or baskets, barriers for the control of people waiting to enter public service vehicles, and similar structures or works required in connection with the operation of any public service administered by them.

A.2 The reference in Class A to any small ancillary building, works or equipment is a reference to any ancillary building, works or equipment not exceeding 4 metres in height or 200 cubic metres in capacity.

From the information provided, it would appear that the majority of the works could likely fall within permitted development rights for Local Authorities. However, I would strongly advise you submit a Certificate of Lawful Existing or Proposed Use or Development (CLEUD, also known as a Lawful Development Certificate- LDC) so that we can confirm formally in writing that the proposal is lawful and does not require planning permission.

The proposed front pillars and gates appear to be over 1m high and are adjacent to a highway. Without knowing the exact heights, it is difficult to comment as to whether they would fall within permitted development rights.

We would also need to understand the extent of excavation works for the new gradient paths and whether any existing trees and their root protection areas may be impacted by this. Also, the excavation requirements for the other features, including the new shelter, chessboard and viewpoint area as these could fall under engineering works which require planning permission, particularly if there is to be extensive land level changes etc. It would be advised to discuss this with a groundworks engineer initially, as well as the Landscape Architect before submitting the CLEUD/LDC.

You can find more information on how to submit a CLEUD/LDC on the Planning website.

<https://www.denbighshire.gov.uk/en/planning-and-building-regulations/planning/planning-permission.aspx>

You may also want to ask a Planning Agent to assist you with the submission. I hope that is of assistance to you.

Many thanks, Luci - Luci Mayall BSc (Hons) MCD Phone: 01824 706727

Signed: *Allan Morgans*

Date: 10/9/2024

Page 4 | 4