



**Minutes of the Parks' Committee Meeting held via Zoom.**  
**Holsworthy on Wednesday 21<sup>st</sup> April 2021 5pm**

**Present:** Cllr. Parker, Cllr. Briggs, & Cllr. Stanton  
**In Attendance:** Town Clerk (TC), ATTC

**1081. Apologises for Absence.**  
Cllr. Johns

**1082. Declaration of Interests**  
Cllr. Parker asked Councillors to declare any relevant interests as they arose. As this meeting is being held by Zoom the ATTC will mark in the DOI Book and Cllrs will need to attend the office to sign.

**1083. Minutes of last meeting**  
**Cllr. Briggs proposed that the Minutes of the Parks Committee held on 17<sup>th</sup> February 2021, be signed as a true record. This was seconded by Cllr. Stanton and agreed. (Vote: 3 For, 0 Against, Abstention)**

**1084. Matters Arising.**  
None raised.

**1085. To review the Parks Committee Action Plan (Appendix A)**  
The TC went through the Parks Action List (Appendix A).  
Regarding the slope at Station Close options are still be considered for this, the cost of gabions may be prohibitive, but will be reported back for a decision. The Greenhouse parts have been ordered but because of the Covid restrictions there will be a delay, so the suppliers are unable to give a date yet to attend and repair.  
The actions relating to Badock Gardens will be incorporated into the building works to improve disabled access into the Gardens and Sun Lounge these will be discussed further under item 1089.

**1086. To discuss and note the Parks' Income and Expenditure and Budget for the year 2020/2021.**  
The TC went through the Parks Expenditure and Income sheet explaining the expenditure so far; Covid 19 restrictions had unfortunately delayed some projects. The Parks budget is currently under spent, and the suggestion is to move this into the existing Earmarked Reserve for Park Projects. Cllr. Parker agreed that this is a good solution. The TC confirmed that it will be discussed further in the Council Meeting later this evening.

**1087. Station Close.**  
The RoSPA Report had been received and there was only a minor actions advised. The Maintenance Operative has cut back and removed the hedging that was overlooking the Play area and trimmed the vegetation on the slope. The cost of gabions for the slope may be prohibitive but will be reported back for a decision.

**1088. Stanhope Park**

The TC had circulated previously the list of items needing attention in the RoSPA Report. The report did not include any high risk items.

There were however some issues with the Birds Nest which needed replacing, some other remedial work was also required regarding the anchors and cap coverings. A quote for this work had been obtained a quote from TK Play who originally installed the Play Equipment for the repairs at a cost of £1,524.

Ater discussion it was agreed that the sum of £1,524 should be taken from the Earmarked Reserve for the Play Equipment.

**Cllr. Briggs proposed that cost of £1,524 for the repairs in Stanhope Park be approved with the funds taken from the Earmarked Reserve for the Play Equipment. This was seconded by Cllr. Stanton and agreed. (Vote: 3 For, 0 Against, 0 Abstention)**

The double Air Walker piece of outdoor gym equipment has now been fixed and rewelded. It will required some repainting, which the Maintenance Operative will action.

Regarding the Skate Park, a few issues have been raised in the RoSPA report regarding the railings on the steps leading to the Skateboard Park which the Council do not own. After discussion it was agreed that the TC will contact Redrow to inform and update them on the findings and make them aware of this and the legalities.

Cllr. Parker reminded all that the Memorial Tree in Stanhope Park still needs to be blessed as this was postponed due to Covid restrictions.

**1089. Badock Gardens**

Cllr. Parker informed the committee that Badock Gardens requires updating to enable the park to be used by all. The works proposed would include those outstanding actions on the Parks Action list including better lighting, and disabled access for walkers, wheelchairs, and pushchairs.

Piper Architecture has visited the Gardens and have been asked to supply a report of what is needed to meet the Council requirements which the Council can then use to go out to Tender for suitable Building Contractors.

**1090. Town Clerks Report.**

Some minor damage has been reported to some of the outdoor gym equipment, as well .to the sign at the Skate Park. The matter will be reported to the Police if this happens again, and JAG Signs have been contacted regarding the replacement of the sign.

**1091. Close**

Cllr. Parker closed the meeting at 16.28hrs

Signature ..... Date .....

## Appendix A

### PARKS ACTION LIST

DATE AND MINUTE NO	ACTION	UPDATE
June 19 - 978	Replacement of Streetlights in the Square	With DCC to check weight capacity of columns. £12,500 allocated towards costs
June 19 - 978	Repainting of telephone kiosk	No further action taken
	Plastic Recycling Bin and Water Fountain in Park	Further discussions needed for location of Recycle Bin and who will empty this. Water Fountain could be a 2021 Project but need further information regarding a water supply etc.
September 19 - 999	CCTV, Extra lighting and improved access	Project on hold – further discussions needed with Pre School re CCTV
October 19 - 1007	Replanting of slope Station Close Badock Gardens	Maintenance Operative to do work considering options
	Mural at Station Close	To be revisited once slope work completed
	Renaming area	
February 20 - 1029	Drainage and water pressure problem in Badock Gardens	Drainage has now been completed. Maintenance Operative to look at the Water Pressure again in Badock Gardens.
January 21 – 1066	Path and planting around VE Day Memorial	With Cricket Club investigating drainage in the area before path progressed. Planting being investigated.
January 21 - 1066	Transfer of land around Skateboard Park	TC to contact Redrow again. TC have contacted again but still awaiting reply
January 21 - 1067	Redecoration of Sun lounge	Repairs also needed to ceiling. Also floor tiles are lifting (consider heavy duty lino?) disabled works required
January 21 - 1067	Improve the electrics in the storage areas - Badock	Quotes obtained – consider as part of overall building works
January 21 - 1067	Use of Solar lighting – Badock	To be investigated
January 21 - 1067	Raised bed behind Penrose Terrace needs attention	Possible Herb Garden. Area has been tidied and planted
February 21 - 1075	Provision of Plants	Plants obtained but still to purchase plants around WW2 VE Day Tree Memorial
February 21 -1076	Cost of gabions for Station Close Slope	Still to be obtained
February 21 - 1077	Costings for works to Play Equipment	Quote obtained
February 21 - 1077	Repairs and staging for Greenhouse	Quote obtained and paid awaiting parts for work to be completed.