



**Minutes of the Parks' Committee Meeting held in the Market Chambers,
Holsworthy on Wednesday 21st July 2021 at 5.30 pm**

Present: Cllr. Parker, Cllr. Musker, Cllr. Allen, Cllr. Kenneally, Cllr. Stanton, Cllr. Stone

In Attendance: Town Clerk (TC),
ATTC

1104. Apologies for Absence.

Cllr. Piper, Cllr. Hewitt

1105. Declaration of Interests

Cllr. Parker asked Councillors to declare any relevant interests as they arose.

1106. Minutes of last meeting

Cllr. Kenneally proposed that the Minutes of the Parks Committee held on 23rd June 2021 be signed as a true record. This was seconded by Cllr. Musker and agreed.

(Vote: 3 For, 0 Against, 1 Abstentions)

1107. Matters Arising. – To consider matters arising from the minutes of the 23rd June 2021

Cllr. Piper had mentioned at the last Council meeting that he felt part of the minutes were inaccurate; the TC has amended these since accordingly.

Cllr. Parker raised an issue regarding grass cuttings being placed beneath the slides in Stanhope Park.

1102 - Cllr. Kenneally inquired about the Licence. The TC confirmed that it has been suggested that a small donation should be made to the Mayor's Charity.

1108. To review the Parks Committee Action Plan (Appendix A)

17.35 Cllr. Stanton arrived.

The town centre regeneration working group had met this morning to discuss the progress made. It is suggested that low maintenance planters are added to the new streetlights to add colour. The streetlights are due to arrive within approximately 6 weeks. Earlier in the day Cllr. Parker and the TC had inspected the bollards around the Square to decide where the new bollards, which have been ordered, will need to be placed.

The Mayor and the TC have met with an architect regarding the disabled and other works required in the Sun Lounge and Badock Gardens and are awaiting a quote for the specification of the works required which will enable the Council to go out to tender.

The TC has been in contact with the new management company for the area around the Skateboard Park and they confirmed that they will be sending out contractors to replace the sign which has been taken out of the ground and also repair the loose railings on the steps leading to the Skateboard Park.

Cllr. Allen arrived at 5.45pm. The TC apologised to Cllr. Allen for the error regarding the start time for the meeting and Cllr. Parker summarised the discussions so far for his benefit.

Cllr. Musker inquired about the telephone box, asking if it would be possible to get funding from BT Payphones to assist in repairing it or could they be forced to do so as the telephone box was listed. The TC will contact the Conservation Officer at TDC to see what enforcement powers they have. Cllr. Musker will also be removing a misplaced sign from the Town Council's signpost beside the library.

1109. To discuss and note the Parks' Income and Expenditure and Budget for the year 2021/22.

Cllr. Stone inquired about unmetered electricity charge on the Income and Expenditure sheet and the TC confirmed that it relates to one streetlight within Stanhope Park which was added by the council.

The TC asked the committee for their approval to buy a multi-use industrial strimmer for the maintenance operative due to the current strimmer not being powerful enough for the work it was doing.

Cllr. Allen thought it was a high cost for a strimmer and inquired where the maintenance operative will be using it. The TC explained that it would be used for the maintenance works on the Parish Paths, in Stanhope Park, Badock Gardens and Station Close, areas such as Manor Car Park and also in the areas around the Welcome to Holsworthy signs.

It was agreed that further quotes be sought, and the matter discussed at the next Committee in September.

1110. Station Close.

There was no update regarding Station Close.

1111. Stanhope Park

The Licence for the Mutual Aid Group Food & Drink Festival to be held in Stanhope Park had been signed and all the other necessary documentation to go with it received.

A discussion was held regarding the goal posts being replaced as they were sloping and it was time they were replaced. It was agreed that any new goal posts would benefit from new sleeves as this would mean the posts can be taken out any time and placed back again.

It was suggested that the TC talk to the Youth Football Club about the replacement of the goal posts as they would be able to access funding and advice from the F.A. on the most suitable ones to purchase

Cllr. Allen asked about what the intention was regarding the old tennis court. It was explained that funding to replace it with a MUGA was part of a S106 Agreement linked to the proposed housing development in North Road. However, this may take some time. Cllr. Stone mentioned that at the College there are different rates for their MUGA including Youth Rates and it is well used.

The TC explained there had been interest from netball and hockey teams in using any MUGA.

It was suggested by the TC that a Parks Project Plan be created for the Parks as there were several different competing projects which all require time and resources put to them as well as consultation with the end users.

There had been a request for the placing of a composting bunker for the grass cuttings from the Bowling Club and also from the playing field and wicket. After discussion it was felt that any composting bunker would be better placed on the TDC land.

1112. Badock Gardens

An email had been received from HATS inquiring about using Badock Gardens for a meeting in the middle of August.

Cllr. Allen proposed that HATS can use Badock Gardens on the 15th August 2021 if a Licence agreement for its use is in place. This was seconded by Cllr. Kenneally and agreed. (Vote: 5 For, 0 Against, 1 Abstentions)

Cllr. Parker and the TC met recently with an architect (as mentioned in 1108 above) regarding the works to improve disabled access to the Gardens and to the sun lounge, build a large storage shed and improve the lighting. The architect thought that because suitable builders were busy it was unlikely that the works would be finished by next spring. Planning permission would be required for the storage shed. The quote for the specification of the works required should be with the Council by the 27th July.

1113. Town Clerks Report

As previously mentioned there were currently a number of small and larger aspirations for projects under the Parks Committee remit and she would therefore put together a draft project plan for members consideration and prioritising.

Cllr. Parker requested that the Parks Committee should henceforth commence its meetings at 5.30pm unless Planning & Highways Committee meeting overruns.

1114. Close

Cllr. Parker closed the meeting at 6:11pm

Signed D.W. Parker

Dated 22-9-21

Appendix A

PARKS ACTION LIST

| DATE AND MINUTE NO | ACTION | UPDATE |
|--------------------------------------|---|--|
| June 21 | Replacement of Streetlights in the Square | New Streetlights approved and ordered |
| June 19 – 978 | Repainting of telephone kiosk | No further action taken. |
| June 21 | Plastic Recycling Bin and Water Fountain in Park | Part of Town Centre to paint kiosk and repair. Cllr Musker to put together a list of works required. Further discussions needed for location of Recycle Bin and who will empty this. |
| June 21 | | Water Fountain could be a 2021 Project but need further information regarding a water supply etc. Cllr. Piper has a plan of where the water supply runs which he will send to TC |
| June 21 | Disabled Access to Badock Gardens and Sun Lounge. Disabled toilet facilities in Sun lounge. Repairs also needed to ceiling. Also floor tiles are lifting (consider heavy duty lino?) CCTV, Extra lighting and improvement of the electrics in the Storage areas | Report on works required needs commissioning. TC to contact Nick Marsland re visit to specify works required. |
| June 21 | Replanting of slope Station Close Badock Gardens | Gabions too expensive . Maintenance Operative to do work. Contact local garden centres regarding options for planting. |
| | Mural at Station Close Renaming area | To be revisited once slope work completed |
| 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. |
| June 21 | Path and planting around VE Day Memorial | To be progressed once drainage areas confirmed within the park. Council to work with Cricket Club. Drainage survey required. TC to obtain quotes. |
| January 21 – 1066 April 21 - 1088 | Transfer of land around Skateboard Park | TC to contact Redrow again. TC have contacted again but still awaiting reply. Redrow contacted again. |