



D.N. Parker
11/9/24

**Minutes of the Parks Committee held In the Town Council Offices on
Wednesday 3rd July 2024 at 6.00pm**

Present: Councillors: N. Kenneally, D. Cole, H. Parker, L. Piper, S. Preston, K. Stone

In Attendance: Town Clerk (TC), Assistant to the Town Clerk (ATTC)

1449. Apologies for Absence.

Councillor D. De ste Croix

1450. Declarations of Interests - To receive declarations of personal and prejudicial interests in respect of items on this Agenda.

Councillor H. Parker asked that councillors declare any interests as they arise.

1451. Minutes of the Last Meeting – To sign the Minutes of the Parks Committee Meeting held on the 22nd May 2024

Cllr. S. Preston proposed that the Minutes of the Meeting held on the 22nd May 2024 be approved. This was seconded by Cllr. L. Piper and agreed. (Vote 4 For, 0 Against, 2 Abstention).

1452. Matters Arising – To consider matters arising from the Minutes of the 22nd May 2024 Meeting not already covered by the agenda. For information, only.

No matters arose that were not already covered by the Agenda.

1453. To review the Parks Committee Action Plan (Appendix A)

The final draft for the specifications has been received and will be discussed further in Agenda Item 12. No current updates regarding the Football pitch improvements. No updates have been received regarding the Parish path at Rydon as of late. The benches outside Manor Offices have not been located yet due to the current workload increasing for the Maintenance Operative. Decision has been made to accept quote received for the resurfacing of Stanhope Park. MUGA/ Playzone project has been put on pause due to current General Elections. Cllr. K. Stone to collate current youth shelter questionnaires and progress with further research. Further information and demonstration of the weed/moss removing machine, the TC is awaiting further information from TDC. Play equipment companies have been contacted regarding the possible replacement of bird nest play at Stanhope park, the TC is awaiting one further quote.

1454. To discuss and note the Parks' Income and Expenditure and Budget for the year 2023/24.

The TC informed the committee that TDC are now invoicing us as for their contract and have increased their cuts as per contracted. The TC also informed councillors that the electric for Badock Gardens and the Market are now on smart meters.

1455. To discuss and agree removal - of overhanging branches in the garden Kenwyn, Sanders Lane, Holsworthy, Devon, EX22 6HE

A resident has contacted HTC regarding the hedges and trees bordering HTC's property and their property. The TC is awaiting quotes and to discuss the shared payments with the resident. Discussion ensued. Cllr L. Piper suggested hiring a specialist tree surgeon to complete the works for the trees at Kenwyn with owner permission. Discussion ensued.

Cllr. L. Piper proposed that the Council will resolve the issues with the trees bordering HTC's property and other quotes are received. This was seconded by Cllr. N. Kenneally and agreed. (Unanimous).

1456. Station Close – to discuss matters relating to Station Close Park and recreational area.
Councillors discussed the overgrown area in Station Close. Discussion ensued. The options for the area were discussed and councillors came to an agreement. The works will not be completed during animal season. TC to source quotes.

Cllr. N. Kenneally proposed that the area is cleared and replaced with wood chipping once sufficient quotes have been received. This was seconded by Cllr. K. Stone and agreed. (Vote 5 For, 0 Against, 1 Abstention).

1457. Stanhope Park

The Town Clerk informed the committee that Holsworthy 44 have contacted HTC and asked if the erection of several blue plaques can be approved. Councillors discussed the plaques and raised the following concerns:

- Location of each plaque.
- Size and quality of each plaque
- Accuracy of description

Discussion ensued. Councillors felt it would be more suitable placing the gifted soldier by the Memorial Hall or the War Memorial at the Church yard.

The resurfacing of Stanhope Park are to go ahead. The Town Clerk updated the committee on the progress of the play equipment quotes which is currently still ongoing. The current quotes received from 2 companies are not like for like and will be forwarded to Councillors. Discussion ensued. Councillors would like to wait for response from final play equipment company and decide from there.

Holsworthy 44. Cllr. L. Piper shared his concerns regarding the licensing and proposal from Holsworthy 44. The principle of the licensing has been agreed, however, they need to forward a project proposal to Holsworthy Town Council. Items require include but aren't limited to; insurance cover, risk assessment and event plan/project proposal. The TC will chase Holsworthy 44 and query this with the previous Town Clerk.

Cllr. K. Stone proposed that a written request for the erection of the soldier, gifted by H44, is sent to Holsworthy Memorial Hall. This was seconded by Cllr. S. Preston and agreed. (Vote 5 For, 0 Against, 1 Abstention).

1458. Skateboard Park – *To consider the possible transfer of the steps to the Skateboard Park being transferred to the Council.*

Cllr. N. Kenneally queried if quotes can be sourced for the addition of a CCTV camera at the Skateboard Park. Discussion ensued.

Cllr. N. Kenneally proposed that quotes are sourced for the addition of a CCTV camera at Holsworthy Skateboard Park. This was seconded by Cllr. S. Preston and agreed. (Unanimous)

The Town Clerk informed the committee of a proposal received by Hal Murray and Phoebe Vincent-Bear in partnership with Oliver Williams and possibly the Youth Club. The project proposal is regarding painting a mural at Holsworthy's Skateboard Park. Councillors reviewed the project proposal put forward by the artists. The TC stated that having good mural art may prevent future graffiti and adds to the skateboard park for the younger generations. Discussion ensued.

Cllr. K. Stone proposed that the Council put them in contact with Holsworthy Youth Club and await a final proposal. This was seconded by Cllr. D. Cole and agreed. (Unanimous)

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1459. Badock and Rowland Gardens - To discuss matters relating to Badock Gardens and Rowland Gardens.

The Town Clerk informed the committee that the Mayor, Cllr N. Kenneally will be holding a Cream Tea Party at Badock Gardens in aid of HATS & the Primary PTFA on Saturday 10th August, 2pm until 5pm. It would be appreciated if councillors can attend and assist. Cllr. N. Kenneally requested that HATs and the primary PTFA are contact to ask if they can be involved in the fundraising event too.

1460. Badock and Rowland Gardens – To discuss and agree, if necessary, the finalised specifications to go out to tender.

Councillor Piper declared an interest however, gave a brief description of the alterations made to the specifications after discussions with the Maintenance Operative. Discussion ensued.

Cllr. N. Kenneally proposed that the specification is taken to tender with assistance from Councillor L. Piper. This was seconded by Cllr. H. Parker and agreed. (Vote 5 For, 0 Against, 1 Abstention).

Councillor N. Kenneally exited the meeting at 20:11

1461. To discuss matters relating to the Parish Paths

The TC informed the committee that the Maintenance Operative has addressed the overgrown shrubbery on the Jubilee Parish Path.

1462. Town Clerk's Report.

The Town Clerk informed the committee that Holsworthy Primary School will be having a summer fair on Friday and have invited councillors to attend. The TC will forward the email to councillors. Cllr L. Piper would like to attend.

1463. Close

Councillor H. Parker closed the meeting at 20:14

Signed D. N. Parker

Dated 11.9.24

PARKS ACTION LIST as at 16.05.24

DATE AND MINUTE NO	ACTION	UPDATE
Oct 23 March 2024	Improvements to Sun Lounge.	Final draft of specification to be received for Sun Lounge for discussion. Architects requested to include storage sheds in the specification and drawings.
Council Sept 23 Council Nov 23 Jan 24 May 24	Holsworthy Youth Football Club looking at project to improve the pitches within Stanhope Park – this will include looking at drainage. Awaiting outcome from Football Foundation Discussions held with Devon FA	Council's contribution to be from S106 funds of £10161 received Jan 24. Previously agreed funding of up to £8K to come from the MUGA Reserve. Devon FA recommends the appointment of the GMA to specify works required for the bid to the Football Foundation. Cllr. Piper has discussed project with GMA and works required – decision needed on works packages required.
November 23 Council	Parish Path at Rydon	Repairs now underway on the Path – lights still to be fixed, however. Works also being carried out on neighbouring Ruby Country wildlife area at Pins Park. Ruby Country to give an update on their works to a future Council meeting.
July 22 Jan 24 Council	Outdoor Gym Repairs/ Replace	Broken equipment removed – surface to be made good and benches placed on area. Bench outside Manor Offices to be removed and relocated to play area to replace broken one
April 24 May 24	Entrance to Park to be resurfaced	Previous quotes being revisited. Revised quote to be received. Meeting held in Park to decide upon areas of the paths to be repaired. Decision to be taken on quotes received
October 22	Skateboard Event	To be removed from the Action list
November 22 June 2023 May 24	MUGA Project	Preferred location determined; Future ownership of land confirmed 8.03.23. June Council confirmed funding of up to maximum of £52,000 to project. Playzone meeting held with Active Devon who are leading on the project. Ltr of support sent
September 23 March 24	Youth Shelter	Questionnaire to go out to young people at the Youth Club. Responses to be given to Youth Club
October 23	Weed and moss removing machine	Further costing information
April 24 May 24	Birds Nest Play Equipment removed	2 companies have quoted awaiting on another 2. Play equipment companies contacted re possible replacement equipment.