



**Minutes of the Parks Committee held In the Town Council Offices on
Wednesday 12th February 2025 at 6.30pm**

Present: Councillors: D. De ste Croix, D. Cole, S. Preston

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

Absentees: No absentees

1544. Apologies for absence

Councillors; N. Kenneally, J. Tadman, L. Piper

1545. To elect a temporary chair for Parks

**Councillor S. Preston proposed Councillor D. De ste Croix to be elected as Temporary Chair for Parks and be agreed. This was seconded by Councillor D. Cole and approved.
(Unanimous)**

1546. Declaration of Interests – To receive declarations of personal and prejudicial interests in respect of items on the agenda.

Councillor D. De ste Croix asked that councillors declare any interests as they arise.

The Chairman suspended Standing Orders (Unanimous)

1547. Public Open Question Time – *To receive questions from the Public.*

There were no members of public present.

The Chairman resumed Standing Orders (Unanimous)

1548. Minutes of the last meeting – *To agree and sign the Minutes' of the Parks' Meeting held on 22nd January 2025*

**Councillor S. Preston proposed that the minutes of the meeting held on 22nd January 2025 was a true record and be agreed. This was seconded by Councillor D. Cole and approved.
(Unanimous)**

1549. Matters Arising

No matters arose.

1550. Action Plan

The Town Ranger is looking for suitable equipment to assist with tarmacking Jubilee Path. The issue with the bowls light was addressed last week when the timer was reset, all feedback confirms that the light is now working. The Galleon Ship has been officially booked. We are awaiting a quote for the gate. The asbestos survey at the Sun Lounge has been completed and works to commence at the end of March once the survey results are received. TC investigated safety barrier options for Stanhope Park Play Park and will be discussed.

1551. Park income and Expenditure

The TC informed the committee that a skip was hired and has now been paid for, this was to assist with clearing out at the Sunlounge / Badock gardens in preparation for the Sun Lounge Project.

1552. Station Close – to discuss matters relating to Station Close.

There were no updates regarding Station Close.

1553. Stanhope Park - To discuss matters relating to Stanhope Park

There were no updates regarding Stanhope Park.

1554. To update on the actions to improve the tarmac and drainage at the main gates, Stanhope Park.

There were no additional updates that were not already discussed in the Action List.

1555. To update on the installation of the new play park equipment at Stanhope Park

TC informed the committee that the contractors will be removing the former bird nest post in Mid-March and will begin installation of the Galleon Ship at the end of March. It was suggested by the contractor to invite youth to name the ship. Discussion ensued. TC to invite Primary School to name the Galleon ship, in addition to attend the official opening of the Galleon Ship, Play equipment at Stanhope Park. Discussion ensued. Suggested to invite a celebrity to the grand opening of the sun lounge instead of to the play equipment ceremony. To add the opening ceremony of the equipment at next meeting.

1556. To discuss and agree the quote for the barriers in the play park at Stanhope Park.

Councillors discussed the quote for the bow-top safety barriers in the play park at Stanhope Park, particularly the safety concerns regarding the low, long swing. Further information on the barriers had been requested previously and a revised quote was obtained, though the difference in cost was minimal due to safety requirements. The revised quote reduced the cost by £140. Only anti-entrapment and child-proof barriers, approved by Playmate, could be offered. Councillor S. Preston suggested obtaining a like-for-like quote, including installation, if time allowed before the Finance & General Purposes meeting.

1557. Skateboard Park – To discuss matters relating to the Skateboard Park.

Councillor S. Preston informed the committee that there is no 'rules' signage at the Skateboard Park and suggested erecting a new sign. Discussion ensued. To erect a new sign at the Skateboard Park. TC clarified there are no updates on the memorial bench currently.

1558. Badock and Rowland Gardens - To discuss matters relating to Badock Gardens and

There were no additional updates that were not already discussed in the Action List.

1559. To discuss matters relating to the Parish Paths including the P3 report

The TC informed the committee that the P3 Parish Paths' report will be submitted to Devon County Council once reviewed.

1560. Town Clerk's Report

The TC had no additional information to report.

Councillor D. De ste Croix proposed that in view of the special or confidential nature of the following business to be transacted, it is advisable, in the public interest, that the public and press temporarily be excluded and they will be instructed to withdraw. This was seconded by Councillor S. Preston and agreed (Unanimous)

1542. To discuss and update Stanhope Park Insurance Matters.

Councillors received a brief update on the Stanhope Park insurance matters.

1542.Close

Councillor D. De ste Croix Closed the meeting at 18:49

Signed

Dated

DRAFT

Appendix 1 – Actions from Parks Committee 22nd January 2025

	Action	Who	Completed
1. 13.11.24	To request a timeline regarding the path at Rydon 5 in addition to an enforcement notice.	Office	Email sent to Ken James 03/12/24. No update currently.
2. 13.11.24	TC to discuss responsibilities for signage with Devon County Council in reference to several Parish Paths	Office	We pay upfront but can request a refund by Devon County Council.
3. 11.12.24	Potentially contact local contractors in reference to repairing the gates.	Office	In process.
4. 22.01.25	Identify which signs on the Parish Paths to prioritise replacing.	Parks Committee	To review.
5. 22.01.25	To tarmac Jubilee Path to smooth the path.	Town Ranger	Ranger plans to do this when weather is suitable
6. 22.01.25	To check the light at the Bowls Club and investigate whether this needs replacing or repairing.	Cllr. N. Kenneally & Town Ranger	Cllr. N. Kenneally and Town Ranger visited the Bowls club and reset timer of lights. – to investigate if this has fixed the issue.
7. 22.01.25	To action the proposal of purchasing the installation of the Galleon Shop in composite with 30 years warranty.	Office	Full Council Approved on 5 th Feb 25.
8. 22.01.25	To action proposal to request a re-quote from GM Contractors if the gates are raised by another contractor.	Office	In process.
9. 22.01.25	To action an asbestos survey for the Sun Lounge at Badock Gardens.	Office	Asbestos Survey Completed.
10. 22.01.25	To plan and prepare the 'Grand Opening' of Badock Gardens.	Parks Committee	To go on March Agenda.
11. 22.01.25	To respond to Insurance Company.	Office	In process – documents sent.