



**Minutes of the Parks Committee held In the Town Council Offices on
Wednesday 12th September 2024 at 6.00pm**

Present: Councillors: N. Kenneally, D. De ste Croix, D. Cole, H. Parker, L. Piper & S. Preston

In Attendance: Town Clerk (TC), Assistant to the Town Clerk (ATTC)
Councillor J. Tadman

1464. Apologies for Absence.

Councillor K. Stone

1465. 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.

1466. Minutes of the Last Meeting – To sign the Minutes of the Parks Committee Meeting held on the 3rd July 2024

Cllr S. Preston proposed that the Minutes of the Meeting held on the 3rd July 2024 be approved.

This was seconded by Cllr. H. Parker and agreed.

(Vote 5 For, 0 Against, 1 Abstention).

1467. Matters Arising – To consider matters arising from the Minutes of the 3rd July 2024 Meeting not already covered by the agenda. For information, only.

Councillor N. Kenneally raised a matter on Minute No. 1455 regarding whether the works are completed. It was confirmed that the removal of overhanging branches in the garden of Kenwyn, Sanders Lane has been completed.

1468. To review the Parks Committee Action Plan (Appendix A)

Cllr. H. Parker – Sun Lounge to come back to.

Holsworthy Youth Football Pitch, Cllr. L. Piper meeting man form Ground Maintenance Association Wed 18th September at 9am to discuss the pitch with the Consultants. TC we have agreed to pay half and half with the youth football pitch. Cllr. L. Piper will be attending this meeting and taking them to the school pitch and would like to ask if committee members would like to attend – H. Parker & D. Cole. L. Piper to confirm time. Parish Path at Rydon – Cllr. S. Preston & N. Kenneally new streetlights have been erected. There have been some concerns over the streetlights regarding the light pollution, however the streetlights are inline with the Devon County Council Specification. Outdoor Gym Replacement – Bench to be moved. Currently concreted in Cllr. D. De ste Croix, offered Nathan’s assistance. TC & Cllr. L. Piper have spoken to contractors for the path at Stanhope Park. Discussion ensued. The timeline given is for October/ end of November 2024. Discussion ensued. MUGA is ongoing with Playzones, Cllr. L. Piper had a meeting with Active Devon & Adrian Avery. This is being lead by Torridge and is progressing well. Discussion ensued. Youth Shelter surveys have been received and to be collated and sent around to councillors for the next steps. Weed and moss removing machine – no progress as of yet. Bird Nest Equipment – No

1469. To discuss and note the Parks’ Income and Expenditure and Budget for the year 2024/25.

The categorisations of expenditure was discussed. Several items such as clarification over the electric expenditure to be altered, the TDC ground Maintenance & Contact TDC to clarify their invoices.

- 1470. Station Close** – to discuss and agree on a supplier from the requested Tender process relating Station Close.

The TC informed councillors of the 3 quotes received for the tendering process at Station Close to cleared and replaced with wood chipping.

Quote No. 1 - £650.00 + VAT

Quote No. 2 - £1050

Quote No. 3 - £450 including VAT

Councillors discussed the quotes and concluded the following proposal:

Councillor L. Piper proposed that the Council go with Quote No. 3 of £450. This was seconded by Councillor D. De ste Croix and agreed. (Unanimous).

- 1471. Stanhope Park** - *To discuss matters relating to Stanhope Park including consideration of a potential replacement item of play equipment for the play park, an update regarding the tarmac path and park gate area, and the Hols 44 Statue and Plaques location.*

The TC has not received a briefing on this project and requested Cllrs to let TC investigate this project and get an understanding before making any decisions. Cllr. N. Kenneally to lead on this if possible and assist the TC with this project. Cllr. L. Piper asked the committee if a priority action list should be made to order the Parks Committees prioritised projects. TC requested the committee to prioritise projects. 1. Sun Lounge – 2. Bird Nest – 3. Outdoor Bench to move to Stanhope Park. Councillors discussed the placement for the soldier statue from H44's event. Several locations were suggested. It was decided that the council will await a response from Holsworthy Memorial Hall to erect the donated Soldier to Holsworthy Town Council outside the Memorial Hall in the Flower Bed.

- 1472. To give an update on the HYFC Pitch Improvement Project**

Councillor L. Piper will be meeting with the consultees for the HYFC next Wednesday and informed the committee they are welcome to attend. Councillors H. Parker & S. Preston will try to attend.

- 1473. Skateboard Park** – *To consider the possible transfer of the steps to the Skateboard Park being transferred to the Council.*

The Town Clerk informed the Committee that the steps at the Skatepark are being adopted and are waiting for our solicitor to engage and the Housing Association to pay the transfer fees. Councill. D. Cole mentioned a personalised bench in memory of a local resident and asked what the protocol would be to purchase a bench. The Committee asked the TC to contact Clifton Heights to ask if this is possible.

- 1474. Badock and Rowland Gardens** - *To discuss matters relating to Badock Gardens and Rowland Gardens.*

Councillor D. De ste Croix queried the legalities behind having dogs in Badock Gardens. The TC to source this and let Cllr. D. De ste Croix as a resident is under the understanding that dogs are allowed in Badock gardens unless they are off lead. To check the bylaws to investigate this. L. Piper requested this to be added to the action list at a lower priority of Actions 1, 2 & 3. The TC informed the committee that a skip will be present soon to allow the Maintenance Operative to clear out excess items. Cllr. De ste Croix queried the current Yoga instructor in Badock Gardens. It was discussed and decided that the individual should apply to the committee for a license in which the Parks Committee will be reviewed at the next Parks Committee Meeting. The weed burner has been repaired at a high cost and the TC was informed the repair may come under the warranty as it may be a fault. The TC will locate the warranty. The TC informed the committee that we are now members of the GMA.

- 1475. The Sun Lounge at Badock Gardens – To discuss and agree the next steps forward.**
Councillor L. Piper informed the committee of 2 options for tender. Competitive & The Committee discussed either quotes or estimates and the pros & cons between them. Alf Blackman Builders, John Addicott, Paul & Pete Beer and Pete Prouse were recommended for tendering process.
- 1476. To discuss matters relating to the Parish Paths**
Councillor J. Tadman to assist with the Parish Paths. Cllr. S. Preston has some work from the Parish Paths to pass over to J. Tadman. Discussion ensued. Cllr. N. Kenneally suggested checking Church Lane Parish Path and erecting a fence by the stairs to increase safety.
- 1477. Town Clerk’s Report.**
The TC informed the committee that she has received 2 correspondences for Parks. There have been concerns regarding cricket balls landing on the Holsworthy Bowling Green. Discussion ensued. Previously Holsworthy Town Council have put funds toward raising the fencing at the Bowling Green. The cricket club have since offered to raise the fence again. Further discussion ensued regarding the mitigation of these concerns. The TC asked the committee for clarity over the Council’s duties with these concerns. Discussion ensued. To acknowledge that there is a risk mitigation plan agreed between the Cricket Club and Bowling Club and suggest they keep the Council informed and that it is currently the Cricket is in down season. The TC also informed the committee of an email received by Nicky Chopak in regard to the Ruby Country Cyclepath progression. It was discussed that the L. Piper draft an update for Nicky on the current progress of the workbooks as Councillor L. Piper is leading this project.
- 1478. Close**
Councillor H. Parker closed the meeting at 19:57

Signed

Dated

PARKS ACTION LIST as at 03.06.24

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
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.