



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

Present: Councillors: N. Kenneally, D. Cole, H. Parker, S. Preston, & J. Tadman

In Attendance: Assistant to the Town Clerk (ATTC)

Absentees: No absentees

1563. Apologies for absence

Councillors; D. De ste Croix & L. Piper

1564. Declaration of Interests – To receive declarations of personal and prejudicial interests in respect of items on the agenda.

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

The Chairman suspended Standing Orders (Unanimous)

1565. Public Open Question Time – *To receive questions from the Public.*

There were no members of public present.

The Chairman resumed Standing Orders (Unanimous)

1566. Minutes of the last meeting – *To agree and sign the Minutes' of the Parks' Meeting held on 12th February 2025*

The Minutes of the meeting held on 12th February 2025 could not be signed due to lack of quorum.

1567. Matters Arising

No matters arose.

1568. Action Plan

Councillors queried when jubilee path will be levelled. ATTC informed the committee that the Town Ranger will action this on his return from Annual Leave.

1569. To discuss and note the Parks' Income and Expenditure and Budget for the year 2024/25

Councillors discussed the income and expenditure. After much discussion the cllrs suggested clarifying dates of payments such as ground maintenance, electricity

1570. Station Close – to discuss matters relating to Station Close.

Councillors asked for an update on the rendering to the steps beside Station Close play park as DCC have been chased several times for this to be actioned and repairs have begun.

1571. Stanhope Park - To discuss matters relating to Stanhope Park

Councillors requested to review the lease between HASP and HTC to understand whether they are following the lease as they have a market and café using the pavilion.

1572. To update on the actions to improve the tarmac and drainage at the main gates, Stanhope Park.

Councillors discussed the quotations received by contractors regarding the repairs to the tarmac at the Park gates for Stanhope Park. It was noted that the amended quotation is a smaller area and would not allow a smooth transition from current path to new path. Discussion ensued.

1573. To discuss and approve the agreement between the Plough Arts Centre and HTC.

Councillors reviewed the agreement between Plough Arts Centre & HTC. Cllrs. noted that the will not have changing areas for the actors. ATTC clarified that they have been notified that they will not have access to changing areas, but gazebos may be provided or they are welcome to bring their own. Further discussion ensued.

Councillor H. Parker proposed to approve the agreement between the Plough Arts Centre and HTC and be agreed. This was seconded by Councillor S. Preston and approved. (Unanimous)

1574. To update on the installation of the new play park equipment at Stanhope Park.

The Primary school have named the new galleon ship 'Gladiator' as this is a subject they have been learning recently. The contractors will begin installing the equipment the week commencing 31st March 2025. The primary school will be contact after the installation to organise a photo opportunity / opening of the equipment.

1575. To discuss and agree the quote for the barriers in the play park at Stanhope Park.

The committee reviewed 2 quotes received in regard to bow-top fencing to erect at the play park in Stanhope Park. After much discussion Cllrs decided to go with Academic Play's quote as it includes installation whereas the other quote only includes the materials and not the equipment.

Councillor J. Tadman proposed to agree the quote provided by Academic Facilities for the bow-top fencing at Stanhope Park and be agreed. This was seconded by Councillor N. Kenneally and approved. (Unanimous)

1576. Skateboard Park – To discuss matters relating to the Skateboard Park.

The office is in the process of purchasing signage for the Skateboard Park.

1577. Badock and Rowland Gardens - To discuss matters relating to Badock Gardens and

The contractors for the Sun Lounge at Badock Gardens will be beginning works next week. Cllr. N. Kenneally updated the committee on the doors to the Sun Lounge which will be altered to ensure they are accessible.

1578. To discuss matters relating to the Parish Paths including the P3 report

Jubilee path will be repaired when the town ranger returns from annual leave. The P3 Parish path forms will be sent of to Devon County Council. It was also noted that Church Lane may need to be reviewed to assess the bridge – Town Ranger and Cllr. J. Tadman to review this together.

1579. Town Clerk's Report

ATTC informed the committee that TDC are emptying the bins at Stanhope Park on behalf of HTC whilst the Town Ranger is on annual leave.

1580.Close

Councillor H. Parker Closed the meeting at 19:07

Signed

Dated

Appendix 1 – Actions from Parks Committee 12th February 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 & Cllr. L. Piper.	Email sent to Ken James 03/12/24. No update currently.
2. 22.01.25	Identify which signs on the Parish Paths to prioritise replacing.	Parks Committee	To review.
3. 22.01.25	To tarmac Jubilee Path to smooth the path.	Town Ranger	Town Ranger plans to do this when weather is suitable / suitable equipment.
4. 22.01.25	To plan and prepare the 'Grand Opening' of Badock Gardens.	Parks Committee	To go on future Agenda.
5. 12.02.25	To contact Holsworthy Primary school to invite them to name the Galleon Ship & be present at the opening of the play equipment.	Office	Completed – Name due Friday 7 th March 2025
6. 12.02.25	To erect skateboard park rules at the skateboard park now CCTV is in place.	Office	Contacted Jag signs to request quote & for previous design.
7. 12.02.25	To submit P3 Parish Path forms to DCC.	Office	In process.
8. 12.02.25	To source like for like quotes for bow top safety barriers for at Stanhope Play Park.	Office for F&GP	Quotes received – on Agenda to discuss.