



**Minutes of the Parks Meeting held in the Market Hall, the Square, Holsworthy on
Wednesday 14th January 2026 at 6:30pm**

Present: Councillors: H. Parker, J. Allen, D. Cole, N. Kenneally, L. Piper & S. Preston

In Attendance: Town Clerk (TC), Assistant to the Town Clerk (ATTC) & Councillor G. Mardle

Absentees: J. Hutchings.

1686. Apologies for Absence

Councillors; J. Tadman & D. De ste Croix

1687. Declaration of interests – To receive declarations of interests in respect of items on the Agenda.

Councillor H. Parker asked Councillors to declare any relevant interests as they arise.

1688. Public Open Question Time – To receive questions from the Public. Each member of Public may receive up to 3 Minutes' time, the session to last no more than 15 minutes in total. Standing orders will be suspended during this session.

No public in attendance.

1689. Minutes of last meeting – To agree the minutes of the previous Parks Committee Meeting held on 19th November 2025.

Councillor S. Preston proposed that the minutes of the committee meeting held on 19th November be signed as a true record. This was seconded by Councillor D. Cole and approved. (4 For, 2 Abstentions, 0 Against).

1690. Matters Arising - To consider matters arising from the Parks minutes of 19th November 2025, not already covered by the agenda.

No matters arose.

1691. To review the Parks Committee Action Plan.

The committee reviewed the Parks' committee action plan and noted the following:

- CCTV has been installed at Badock Gardens, awaiting further update from contractors.
- The budget for 2026/27 includes funds for a replacement HTC vehicle which will require further investigation, quotes and liaison with the Town Ranger to ensure that a new vehicle meets requirements.
- The Shutters at the Sun Lounge, Badock Gardens are due to be installed on 22nd January 2026. Cllrs discussed erecting a key safe for ease of access.
- The wet pour matting at Stanhope Park will be completed in the Spring.

1692. To discuss and note the Parks' Income and Expenditure and Budget for the year 2025/26

The committee reviewed the Parks' income, expenditure and budget. Cllr. L. Piper suggested placing any remaining surplus funds from the Parks budget 2025/26 be put toward the removal of the former tennis courts in Stanhope Park. Discussion ensued.

Councillor S. Preston proposed to source quotes for the removal of the tennis courts and be approved. This was seconded by Councillor L. Piper and agreed. (Unanimous)

1693. Stanhope Park - To discuss matters relating to Stanhope Park including the purchase of any required parts or repairs.

Cllr S. Preston informed the committee that the grass at Stanhope Park is being destroyed by the vehicle being used to assist with emptying the bins. Brief discussion ensued.

1694. Skateboard Park – To discuss matters relating to the Skateboard Park.

There were no further updates on the Skateboard Park

1695. To discuss matters relating to Badock Gardens - including fencing, CCTV and park gates.

Cllr H. Parker has researched a variety of different fencing options and suggested a metal fencing panels. Cllr. D. Cole provided a draft plan for the proposed fencing at Badock Gardens which the committee reviewed. The TC noted that the items stored at the entrance of the park is for seasonal storage which alternated throughout the year and would usually be relocated to the storage area behind the Sunlounge. The wood situated there is due to be collected by contractors. The TC informed the committee that the area would be used as a seasonal staging area throughout the year and advised that a specification would need to be drawn up to enable quotes to be sourced. Further discussion ensued.

Councillor G. Mardle exited the meeting at 19:20

The committee agreed to hold a Committee meeting at Badock Gardens with the contractors and the Town Ranger, to discuss the requirements and allow the contractors to measure the area. It was agreed to bring two fencing options (metal & trellis) and request a quote for both types of fencing.

Councillor L. Piper exited meeting at 19:23

The ATTC informed the committee that the Plough Arts Theatre have been in contact to ask if the Sunlounge provides suitable electricity for stage lighting. Committee confirmed that the power supply is suitable.

DHP 11/2/26

1696. To discuss, define and agree arrangements for the Sunlounge for Community use and private hire.

The TC provided the committee with 2 draft documents to review, amend and approve: Sunlounge Private Hire agreement & Community Use Policy. The Parks committee amended the Sunlounge private hire agreement and approved the alterations.

Councillor N. Kenneally exited the meeting at 19:38

Councillor H. Parker proposed to approve the amended Sunlounge Private Hire Agreement and be reviewed and the next Parks Committee Meeting and be approved. This was seconded by Councillor D. Cole and agreed. (Unanimous)

The committee reviewed and amended the Community Use Policy and agreed that further amendments are required prior to approval. TC advised that the use of Badock Gardens is aimed at older generations as per the charity.

Councillor H. Parker proposed the amended Community Use Policy is reviewed and agreed by Full Council and be approved. This was seconded by Councillor S. Preston and agreed. (Unanimous).

The TC noted that additional policies will be required such as schedule of fees and hire agreement which will be required to be reviewed and agreed.

1697. To discuss replacement duties in the absence of the Town Ranger and agree any additional expenses.

The TC informed the committee that priority tasks are currently being covered.

1698. To discuss matters relating to the Parish Paths.

Cllr. S. Preston noted that weeds are beginning to grow on Jubilee Parish path and she will continue to monitor it.

1699. Correspondence

No correspondence was received.

1700. Town Clerk's Report

The TC updated the committee on the recent roof repairs to Penrose Terrace.

1701. Exchange of Information – With permission of the Chair, to exchange information only on any other subject

No additional information exchanged.

1702. Close

Councillor H. Parker closed the meeting at 20:04

Date D.H. Parker

Signed 11/2/26

