



Minutes of the Parks Meeting held in the Market Hall, the Square, Holsworthy on Wednesday 9th April 2026 at 6:00pm

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

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

Absentees: No absentees

1720. 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.

1721. Apologies for Absence

Councillors; N. Kenneally, J. Hutchings, D. De ste Croix.

1722. 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.

1723. Minutes of last meeting – *To agree the minutes of the previous Parks Committee Meeting held on 11th February 2026*

Councillor J. Tadman proposed that the minutes of the committee meeting held on 11th February 2026 be signed as a true record. This was seconded by Councillor D. Cole and approved. (4 For, 1 Abstentions, 0 Against).

1724. Matters Arising - To consider matters arising from the Parks minutes of 11th February 2026, not already covered by the agenda.

No matters arose from the minutes of the meeting held on 11th February 2026.

1725. To review the Parks Committee Action Plan.

The committee reviewed the action plan and noted the following:

- To investigate lease, outright purchase and hire to purchase options for vehicle with Town Ranger.
- To postpone the outdoor meeting at Badock Gardens and organise with the Town Ranger.
- Cllr. H. Parker suggested asking Mr Parrish if he may have photos of Badock Gardens during different seasons.

1726. To discuss and note the Parks' Income and Expenditure and Budget for the year 2025/26

Councillors reviewed the parks' income and expenditure for 2025/26 noting that some of the expenditure for the Rubber matting was taken out of the Parks budget and noted that it should come out of reserves. This was amended during the meeting. Discussion ensued. Parks committee suggested using the remaining funds from the parks budget for the works to the Tennis Courts. The TC informed the committee of the progress with the quotes received for the Tennis Courts and gave a brief history.

1727. Stanhope Park – To discuss and agree matters relating to Stanhope Park including removal of the Tennis Courts.

Cllr S. Preston advised the committee that the Skate Park sign has been removed again. TC informed agreed and noted that the Town Ranger has removed it and investigating a repair to minimise damage from vandalism. The committee discussed the Tennis courts with the exclusion the works to the paths and reviewed the quotes received. The TC advised the committee that Tender 3 has completed works for HTC previously. The committee agreed to approve Cllr. J. Allen suggested the committee recommend the approval of tender 3 to Full Council. Further Discussion ensued. Tender 3 if budget is available to fund the project. The committee felt the quote was clear, reasonable and showcased an appropriate costing for the works being completed. The committee requested that the office enquire with the Youth Football Club and ask if they'll be contributing to the project after Budget review.

Councillor S. Preston proposed that Tender 3 is approved after scrutiny of the Finance & General Purposes Committee to agree budget is available and be agreed. This was seconded by Councillor J. Tadman and approved. (Unanimous).

1728. To discuss and agree any expenditure or actions from the ROSPA report:

The committee reviewed the ROSPA report noting that the Skatepark has been repaired by Cllr. D. Cole and the Town Ranger will be using concrete for repairs moving forward. The TC advised the committee that the Town Ranger suggested strimming to resolve the concerns at Station Close. The Town Ranger will be completing remedial work to the football goal frames at Stanhope Park. There is a damaged Dog waste bin at Stanhope Park. Discussion ensued. Cllr. J. Tadman suggested purchasing 2 dog waste bins to save expenditure with a multi-buy discount and replace 2 bins at once. The TC advised the council that the toddler swing needs replacing. Further discussion ensued. Councillors discussed the expenditure.

Councillor J. Tadman proposed that the ROSPA repairs be approved with a maximum spend of £700 plus the replacement dog waste bins and be agreed. This was seconded by Councillor H. Parker and approved. (Unanimous).

1729. To discuss matters relating to Badock Gardens – including updates on CCTV and the Sunlounge Project.

The TC noted to the committee that the Sunlounge Project once open to the public will

provide additional workload to staff, for example cleaning, inspecting, managing and admin work for hiring out the sunlounge.

1730. To discuss and agree on the response from TDC about the Allotments pre-planning application.

The TC advised the committee that the allotments will increase office workload if approved during the consultation with residents. The committee reviewed the pre-planning response from Torrington District Council noting that no planning permission is required but a consultation is advised. The committee agreed that consultation will occur via letters to residents at Glebelands, Glebe Meadow and Croft House. Discussion ensued. Cllr. D. Cole and J. Allen offered support with delivering the consultation letters to residents. The committee agreed that responses can be received by residents via email, phone or return of letter.

Councillor H. Parker proposed that consultation letters are sent to residents of Glebelands, Glebe Meadow and Croft House regarding Allotments and be agreed. This was seconded by Councillor S. Preston and approved. (Unanimous).

1731. To discuss and agree on the Sunlounge grand opening event and date.

The committee briefly discussed the Grand Opening of the Sunlounge at Badock Gardens. Cllr. H. Parker suggested 6th June 2026 as it will be prior to the first play at Badock but plenty of time to organise invites. Councillors created a list of invitees.

Councillor H. Parker proposed the Grand Opening of the Sunlounge take place on 6th June 2026 at 3pm and be approved. This was seconded by Councillor S. Preston and agreed. (Unanimous).

1732. To discuss matters relating to the Parish Paths and agree on the member volunteers for the 2026/27 TDC P3 report

The committee discussed the volunteer member for the Parish Path , P3 reports and suggested Cllr. S. Preston be nominated. Discussion ensued. The office will print a paper copy of previous reports to assist Cllr. S. Preston. Cllr J. Tadman offered support in the background if required.

Councillor J. Tadman proposed Councillor S. Preston be nominated to be agreed at the member volunteer for the P3 Reports 2026/27 and be approved. This was seconded by Councillor H. Parker and agreed. (Unanimous).

1733. To update on the HYFC and HCC annual agreements

The TC is awaiting documents from Holsworthy Youth Football Club and Holsworthy cricket Club.

1734. Correspondence

The Town band have requested to organise an event at Badock Gardens to fundraise and promote Holsworthy Town Band. The committee discussed inviting the Town band to play at the grand opening on 6th June 2026.

1735. Town Clerk's Report

The Town Clerk informed the committee that there is now an addition of a key safe for Badock Gardens, the Chimney at Penrose has been cleaned and lamppost planters will not be erected around the Square this year.

1736. Exchange of Information – With permission of the Chair, to exchange information only on any other subject

No additional information was exchanged.

1737. Close

Councillor H. Parker closed the meeting at 19:30

Date _____

Signed _____