



**Minutes of the Parks Meeting held in the Market Hall, the Square, Holsworthy on  
Wednesday 11<sup>th</sup> February 2026 at 6:30pm**

**Present:** Councillors: H. Parker, D. Cole, D. De ste Croix, N. Kenneally & J. Tadman

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

**Absentees:** No absentees

**1703. 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.

**1704. Apologies for Absence**  
Councillors; J. Allen, J. Hutchings, L. Piper & S. Preston.

**1705. 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.

**1706. Minutes of last meeting** – *To agree the minutes of the previous Parks Committee Meeting held on 14<sup>th</sup> January 2026.*

**Councillor D. Cole proposed that the minutes of the committee meeting held on 14<sup>th</sup> January 2026 be signed as a true record. This was seconded by Councillor N. Kenneally and approved. (4 For, 1 Abstentions, 0 Against).**

**1707. Matters Arising** - To consider matters arising from the Parks minutes of 14<sup>th</sup> January 2026, not already covered by the agenda.  
No matters arose from the minutes of the meeting held on 14<sup>th</sup> January 2026.

**1708. To review the Parks Committee Action Plan.**

The committee reviewed the action plan and noted the following:

- The shutters have been installed at the Sunlounge, Committee reviewed a photograph of the shutters and were pleased.
- The Football post frames were purchased in 2021 and held a 12-month warranty. Committee requested the TC to ask if the company that completed the ROSPA reports can provide alternative remedial works to repair the frames.
- The furniture for the Sunlounge has been purchased and built. Cllr H. Parker thanked Simon, Ian and the ATTC for their assistance with building the furniture and the TC for sourcing and purchasing the furniture and crockery. Cllr. H. Parker also noted that she has started cleaning and putting away the crockery.
- The CCTV signage will be erected where there is suitable weather.

- A tender has been sent out to source quotes for the removal of the tennis courts with a deadline of 20<sup>th</sup> February 2026.

**1709. To discuss and note the Parks' Income and Expenditure and Budget for the year 2025/26**

The committee reviewed the Parks' Income and Expenditure in addition to the budget. Cllr. J. Tadman suggested offsetting the cost of a new vehicle with some of the Parks budget as there will be funds remaining and the vehicle is primarily used for park tasks. Brief discussion ensued. The TC advised that funds have been put aside for the new vehicle in the budget for the new year (2026/27).

Cllr. N. Kenneally suggested contacting an experienced contractor to assist part-time temporarily with the maintenance of the parks. The TC advised that an additional tender has been sent out to contractors to quote for the grass cutting and maintenance of Badock Gardens, Stanhope Park & Station Close.

**The committee recommend to F&GP to transfer the funds spent on ROSPA Report repairs from the Replacement Play Equipment Reserve into the Parks Budget.**

**1710. Stanhope Park - To discuss matters relating to Stanhope Park including update of outsourcing Town Ranger Park duties and removal of tennis courts.**

The committee reviewed the Town Ranger duties. The Tc advised that there are 4 main categories: Maintenance & Repairs, Planting & gardening, Park/town Maintenance and Events & Traffic Management. The TC advised that several tasks have currently been outsourced such as erection of key safe, planting & gardening, adhoc tasks. The committee requested the TC to ask current tenders for the maintenance of the parks if they can quote for cleaning the welcome to Holsworthy signs. The TC advised the committee that currently, no park equipment inspections are taking place due to limited resources and advised that this is a high priority item due to liability and would usually be completed bi-monthly. Discussion ensued. Cllr. H. Parker noted that previously HTC have had councillors inspect the parks weekly and suggested a rota is created to continue the checks. The committee requested the office to create a rota and request councillors that are available to complete the checks to offer their time.

**1711. Skateboard Park – To discuss matters relating to the Skateboard Park.**  
There were no items to discuss relating to the Skateboard Park.

**1712. To discuss matters relating to Badock Gardens - including updates on CCTV and the Sunlounge project.**

The committee discussed the new furniture and shutters in the Sunlounge at Badock Gardens noting that it would look great with a few photographs on the walls. Discussion ensued. Cllr. D. De ste Croix offered to source 4 photographs' of Badock Gardens throughout the four seasons. Discussion ensued.

**1713. To discuss and agree the Badock Garden Sunlounge Private Hire policy, agreement and fee schedule.**

The committee reviewed several documents; Sun Lounge Private Hire Policy, Terms & Conditions of Hire, Occupancy Calculations, Hiring Agreement, Fire Risk Assessment and a list of tasks to complete prior to the opening of the Sunlounge at Badock Gardens. The committee reviewed and amended each document.

**Councillor D. De ste Croix proposed to recommend to Full Council the approval of the Sunlounge Private Hire Policy and be agreed. This was seconded by Councillor J. Tadman and approved. (4 For, 1 Abstention, 0 Against).**

**Councillor J. Tadman proposed to approve the Hiring Agreement and be agreed. This was seconded by Councillor N. Kenneally and approved (Unanimous).**

**Councillor N. Kenneally proposed to approve the Fire Risk Assessment and be agreed. This was seconded by Councillor D. De ste Croix and approved (Unanimous).**

**1714. To discuss and agree on the Sunlounge grand opening event and date.**

The Committee discussed their recommended timeline for the 'Grand Opening' event for the Sunlounge. The committee suggested around Easter time / April. Discussion ensued. The committee suggested 18<sup>th</sup> March 2026.

**Councillor N. Kenneally proposed the grand opening of the Sunlounge be held on Saturday 18<sup>th</sup> March 2026 in the afternoon and be agreed. This was seconded by Councillor D. De ste Croix and approved (Unanimous).**

The committee discussed holding the event at 3pm in the afternoon. To send out invitations to those that have been involved in the project in addition to further suggestions. Cllr. H. Parker will work with the office to organise the invitations. Cllr. D. De ste Croix will invite John Nettles and if unavailable MP Geoffrey Cox. The event will have hot beverages such as tea and coffee in addition to scones and possible Pimm's. Further discussion ensued.

**1715. To discuss matters relating to the Parish Paths and agree on the member volunteers for the 2026/27 TDC P3 report**

TC has submitted this years submission of parish paths. Funding has not yet been received from DCC though it is expected. DCC informed HTC that we will receive an invoice and funding, other local parishes have received theirs. Committee to agree volunteer for Parish Paths at next meeting. Cllr. J. Tadman suggested Cllr. S. Preston.

**1716. Correspondence**

No correspondence was received.

**1717. Town Clerk's Report**

The TC had no additional information to report to the Parks Committee.

**1718. Exchange of Information** – With permission of the Chair, to exchange information only on any other subject  
There was no information to be exchanged.

**1719. Close**  
Councillor H. Parker closed the meeting at 20:00

Date 8/4/26

Signed D.H. Parker