



**Allison Haywood – Town Clerk/Responsible Financial Officer  
Holsworthy Town Council, Manor Offices, North Road, EX22 6DJ  
Tel: 01409 253312 E-Mail: townclerk@holsworthytowncouncil.gov.uk**

15<sup>th</sup> May, 2026

**Members are requested to turn off their mobile phones for the duration of the Meeting.**

**To: All Members of the Parks' Committee**

Dear Councillor,

You are hereby summoned to attend the Parks' Committee Meeting, to be held in the **Market Hall, The Square, Holsworthy** on **Wednesday 20<sup>th</sup> May 2026, commencing at 6:30 pm** for the purpose of transacting the following business. In accordance with The Public Bodies (Admissions to Meetings) Act 1960 members of the public are welcome to attend.

Yours sincerely

**Allison Haywood  
Town Clerk**

#### **AGENDA**

1. **To agree a Chair for 2026/27.**
2. **Public Open Question Time** – To receive questions from the Public. Each member of the Public may receive up to 3 minutes' time, the session to last no more than 15 minutes in total.
3. **Apologies-** made known to the Town Clerk prior to the meeting
4. **Declaration of Interests** – To receive Members' declarations of personal and prejudicial interests in respect of items on this Agenda.
5. **Parks' Meeting Minutes** – To agree and sign the Minutes of the Parks' Meeting held on the 8<sup>th</sup> April 2026.
6. **Matters Arising** – To consider matters arising from the minutes of 8<sup>th</sup> April 2026.
7. **To review the Parks Committee Action Plan.**
8. **To discuss and note the Parks' Income, Expenditure and Budget for the 2026/27 year to date.**

9. **Stanhope Park** - To discuss and agree matters relating to Stanhope Park.
10. **To agree an application form for long term private hire rental groups in conjunction with the Private hire policy for the Badock Gardens Sunlounge.**
11. **To agree short term private hire rates for the Badock Sunlounge.**
12. **To discuss and agree replacement and expenditure of a vandal proof Skateboard Park sign.**
13. **To discuss any matters relating to Badock Gardens**
14. **To discuss and agree on the Sunlounge grand opening event.**
15. **To discuss matters relating to the Parish Paths.**
16. **Correspondence.**
17. **Town Clerk's Report.**
18. **Exchange of information** - With permission of the Chair, to exchange information only on any other subject.
19. **Close**

*Cllrs; Hutchings, Parker, Allen, Cole, Piper, Preston.*

#### **Holsworthy Town Council - Recording/Filming at Council Meetings**

The Council is committed to openness and transparency in its decision-making. Recording is permitted at Council Meetings that are open to the public. The Council understands that some members of the public attending its meetings may not wish to be recorded. The Chair of the Meeting will ensure, insofar as is possible, that any request not to be recorded is respected. The rules that the Council will apply are:

1. The recording must be clearly visible to anyone at them Meeting and must not disrupt proceedings. The Council will put signs up at any meeting where it knows recording is taking place.
2. The Chair of the meeting has absolute discretion to stop or suspend recording if, in his/her opinion, continuing to do so would prejudice proceedings at the meeting or if the person recording is in breach of these rules.
3. We will ask for recording to stop if the meeting goes into 'Part 2' where the public is excluded for confidentiality reasons. In such a case, the person filming should leave the room ensuring all recording equipment is taken out of the room with them.
4. Any member of the public has the right not to be recorded. We ensure that agendas for, and signage at, Council Meetings make it clear that recording can take place. Anyone not wishing to be recorded must advise the Chair or Town Clerk at the earliest opportunity.

Those doing the recording must respect the wishes of the members of the public who request not to be recorded.

5. The recording should not be edited in a way that could lead to misinterpretation or misrepresentation of the proceedings or in a way that ridicules or shows a lack of respect for those in the recording. The Council would expect any recording in breach of these rules to be removed from public view.



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**15<sup>th</sup> May 2026**

**To: All Members of the Planning & Highways' Committee**

Dear Councillor,

You are hereby summoned to attend the Planning & Highways' Committee Meeting, to be held in the **Market Hall, Holsworthy Square, Holsworthy, on Wednesday 20<sup>th</sup> May 2026 at 5:45pm** for the purpose of transacting the business detailed below. In accordance with The Public Bodies (Admissions to Meetings) Act 1960, members of the public are welcome to attend.

Yours sincerely

**Allison Haywood  
Town Clerk**

### **AGENDA**

- 1. To agree a Chair for 2026/27.**
- 2. Public Open Question Time** – To receive questions from the Public. Each member of the Public may receive up to 3 minutes' time, the session to last no more than 15 minutes in total.
- 3. Apologies-** made known to the Town Clerk prior to the meeting
- 4. Declaration of Interests** – To receive declarations of interests in respect of items on this Agenda.
- 5. Planning and Highways' Meeting Minutes** – To agree and sign the minutes of the Planning and Highways' Meeting held on 11<sup>th</sup> February 2026.
- 6. Matters Arising** – To consider matters arising from the Minutes of the 11<sup>th</sup> February 2026, not already covered by the agenda. For information, only.