

**MINUTES OF A MEETING OF THE PARKS AND OPEN SPACE COMMITTEE  
OF TAWSTOCK PARISH COUNCIL HELD ON  
THURSDAY 16<sup>th</sup> JANUARY 2025 AT 6.30 p.m.**

**Present: -** Councillor Lofthouse (In the Chair)  
Councillors Jenkins, Knight and Needham.  
M Isaac (Clerk)

**In Attendance:** Parishioner/Members of the Public – None

**30. APPOINTMENT OF CHAIR**

In the absence of the Chair, Councillor Lofthouse was appointed to Chair the meeting.

**31. APOLOGIES**

Apologies were received from Councillor Bowden

**32. MINUTES**

RESOLVED that the minutes of the meeting held on 21<sup>st</sup> October 2024 be approved as a correct record and signed by the Chair.

Matters Arising:

- It was noted that the blockage at the entrance to the gully pipe in the car park at the Burial Ground had been done.
- It was noted that the missing brick in the pillar at the entrance to the burial ground had not yet been actioned.
- It was noted that Councillor Knight had put up the correct dog sign at the entrance to Tudor Park.
- It was agreed that the letter to be sent to all the concerned owners/occupier's/landlords regarding the overhanging hedges from a number of properties backing onto Tower View Park be considered at the next meeting.
- It was agreed that an item be included on the next agenda regarding the provision of white information signs indicating the location of the two parks.

**33. ITEMS BROUGHT FORWARD AT THE DISCRETION OF THE CHAIR AS A MATTER OF URGENCY**

There were no issues raised.

**34. TOWER VIEW RECREATION AREA**

a) Provision of Solar powered lights, signs and cameras: update

The Clerk reported that following information/guidance from DALC the solar powered lights had not yet been purchased.

It was agreed to defer further consideration to the next Committee meeting.

- b) Publication of information/pictures of the ongoing work in Tower View on the Park Noticeboard.

Councillor Knight stated that there were some inaccuracies in the wording provided. It was agreed that Councillor Knight would amend the proposed wording for consideration at the next Committee meeting.

- c) Play Area – Rubber matting

Councillor Knight reported that following the monthly inspection by Barnstaple Town Council it had been noted that some of the rubber mat edging required attention.

### **35. TUDOR PARK**

- a) Review of Notices.

Councillor Knight agreed to look at the notices and report back to the next Committee meeting

- b) Overgrown hedges/shrubbery. Councillors Knight and Needham to report following Site Visit

The Committee noted photos previously circulated by Councillors Knight and Needham. The agreed site visit had been undertaken independently by the two appointed Members as Councillor Knight had been unable to attend due to other circumstances.

It was agreed that all Members of the Committee be invited meet on site with Lewis Evely to look at the situation.

- c) 'No Dogs' Sign on gate. See minute 32 above.

- d) Fencing

Councillor Needham reported that following the recent storm adjoining properties fencing had been damaged. He had spoken to the residents but the owner of number 13 had not yet re-instated their fence. This caused a trip hazard and the grass could not be cut. The other fence of the other affected property had, however been re-instated.

It was agreed:

- that a letter be sent to resident requiring the fencing to be re-instated/repared with 14 days from the receipt of the letter.
- Councillor Knight agreed to purchase some orange plastic fencing to cordon off the area.

### **36. TAWSTOCK BURIAL GROUND -PROVISION OF A NOTICEBOARD**

It was RECOMMENDED that Councillor Knight purchase a 4 x A4 glass front aluminium size noticeboard with a lock.

### **37. VANDALISM**

Councillor Knight reported that at the meeting he and Councillor Mason had attended the CEO of PETROC had expressed great concern at the Anti-Social Behaviour and Graffiti being experienced in the area.

He had stated that if images of students causing the problems could be provided to him, he would take a strong line and actions. He would also include a report in the PETROC newsletter regarding the issues.

It was agreed that any images should be forwarded to the Clerk to pass onto the CEO of PETROC for action.

**38. EXCLUSION OF PUBLIC AND PRESS AND RESTRICTION OF DOCUMENTS**

RESOLVED:

- a) That under section 100A(4) of the Local Government Act 1972, the public and press be excluded from the meeting for the following item as it involves the likely disclosure of exempt information as defined in Paragraph 3 of part 1 of Schedule 12A of the Act (as amended from time to time) namely information relating to the financial or business affairs of any particular person (including the authority holding the information).
- (b) That all documents and reports relating to the item be confirmed as 'Not for Publication'

**39. GROUNDS MAINTENANCE CONTRACT REVIEW.**

The following issues were discussed:

- a) That the continuity of the numbering be amended as sometimes the word four was used and then sometimes the number 4 and should be included in a separate column.
- b) Re-alignment/clarify part of paragraph area and clear up any confusion regarding some of the area of the Elizabeth Drive north east corner section.
- c) Tawstock Burial Ground – Confusion on Conifer hedge and the dog leg area was not included in the contract
- d) That maps of all the areas be attached to the contract document to clarify the areas and clear up any confusion any confusion regarding some parts of the contract on what the contractor was actually doing in some of the areas.

Councillor Knight agreed to speak with NDC Officers regarding the provision of maps

Councillor Needham reported that a number of residents had made comment at how much better and improved the areas and parks were looking since the new contract.

It was agreed to meet informally with Lewis Evely to clarify the above matters

Chair the meeting ended at 7.22 p.m.