

**MINUTES OF A MEETING OF THE PARKS AND OPEN SPACE COMMITTEE
OF TAWSTOCK PARISH COUNCIL HELD ON
THURSDAY 26th JUNE 2025 AT 6.30 p.m.**

Present: - Councillor Bowden (Chair)
Councillors Jenkins, Knight and Needham.
M Isaac (Clerk)

In Attendance: Parishioner/Members of the Public – None

10. APPOINTMENT OF CHAIR 2025-2026

RESOLVED that Councillor Bowden be appointed Chair for 2025/26.

11. APOLOGIES

Apologies were received from Councillors Bates and Lofthouse.

12. MINUTES

RESOLVED that the minutes of the meeting held on 3rd April 2025 be approved as a correct record and signed by the Chair.

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

Grounds Maintenance Area – Inspections

It was noted that the frequency of Grounds Maintenance members rota of inspections would be amended to quarterly in accordance with the adopted risk assessment.

Councillor Needham agreed to speak to the Chair of Fremington Parish Council with regard to their frequency of inspections of their open space areas.

14. TOWER VIEW RECREATION AREA

- a) Provision of Solar powered lights, signs and cameras: update
It was noted that the DALC advice generally related to workplace lighting requirements.
It was agreed that Councillor Knight contact the NDC Parks Officer regarding the provision and requirements of erecting solar lighting in the park.
- b) Publication of information/pictures of the ongoing work in Tower View on the Park Noticeboard.
It was noted that at a previous meeting the form of words put forward by Councillor Lofthouse had been deferred as some changes were required.
It was agreed to again defer to the next meeting and that the Clerk re-send the email to the Chair.

c) Play Equipment.

The quote from TK Play for the provision of a new piece of play equipment as requested following a site meeting was noted. The new piece of equipment would need to be largely funded from s106 funds the remainder of which would need to be drawn down from North Devon Council.

d) RoSPA Annual Inspection Report

Pursuant to minute 4 (d) of the meeting held on 3rd April regarding the issue raised in the RoSPA report (previously circulated) relating to the goal mouth area and net it was suggested that rubber grass matting at a cost of £15 per mat (excl. vat) would be a possible option to strengthen the goal mouth area.

It was agreed:

That a quote be sought from Lewis Evely to:

- Provide topsoil to be compacted down to level the area in front of the goal posts and lay rubber grass matting.
- Remove the grass behind the goal, level the ground and lay rubber grass matting.

e) Donation

The Clerk reported that he had spoken to the family who had suggested the possible provision of a bench but that they had not yet considered the amount of donation.

It was agreed to defer to a future meeting.

15. TUDOR PARK

a) New Noticeboard.

It was agreed to defer consideration to await the collection and suitability of the surplus noticeboards from Barnstaple Town Council to be collected by Councillor Lofthouse.

b) Concreted Areas

Councillor Needham highlighted two areas of concrete in the Park (pictures previously circulated) that required removal.

It was agreed that a quote be sought from Lewis Evely to remove the concrete from 2 areas and level the ground.

Councillor Needham reported that the verges in Tudor Drive were overgrown. It was noted that the cutting of the verges was a one-off ad hoc cut and not part of the Grounds Maintenance contract.

It was agreed to re-evaluate the ad hoc works undertaken and possible inclusion in the contract.

16. CLEANING OF PLAY EQUIPMENT IN TOWER VIEW AND TUDOR AREAS

The Clerk reported a quote from Lewis Evely to clean the play equipment in both Parks of £200 and that he had had no response from Barnstaple Town Council regarding the cleaning of the equipment which had not been done.

It was agreed:

- a) That the quote be accepted
- b) That Barnstaple Town be informed that their services in this respect are no longer required.

17. PROVISION OF WHITE INFORMATION SIGNS INDICATING THE LOCATION OF THE TWO PARKS

Councillor Knight agreed to contact DCC Councillor Leaver regarding the process to erect signs on County land.

18. TAWSTOCK CEMETERY

a) Grave Stones – Inspection

The Chair reported that 7 grave stones had been identified as requiring attention.

The Clerk reported that he had managed to find and write to the relatives relating to 4 of the identified grave stones and he had received notification that one of the graves stones had been repaired. However, he had been unable to find contacts for the other three.

The Chair reported that following her site visit with Councillor Knight one of the grave stones identified was due to roots from a tree immediately next to the grave stone and that some graves had not been strimmed by the contractor. Two other graves had been identified where small trees had been planted by the families which required removal.

It was agreed to note the update and that the issues raised be considered at the next Parks and Open Space Committee meeting.

b) Gate Post missing stones

It was agreed that the missing stones did not at present require attention but that the situation be monitored for any deterioration

c) Excavated Earth

It was noted that this had been resolved.

d) Location of new noticeboard

It was agreed that Councillor Knight be authorised to purchase a plastic post and u-clips up to a maximum of £50 to erect the new noticeboard.

e) Cutting of large Hedge – To consider quote.

The Clerk reported the receipt of a quote from Lewis Evely to cut the tree down to 6 feet of £1,600.

It was agreed that Councillor Knight revisit the site to assess the required reduction in height of the hedge.

Chair the meeting ended at 8.06 p.m.