

## Kingsbridge Town Council

### MINUTES OF A MEETING OF THE PARKS AND OPEN SPACES COMMITTEE HELD AT 9.30 ON FRIDAY 28 OCTOBER 2016 IN THE COUNCIL CHAMBER, QUAY HOUSE

**Present:** Cllr Graham Price (Chairman)  
Cllr Anne Balkwill  
Marika Byrne  
Cllr Robin Griffin  
Rosemary Speed

**In Attendance:** Martin Johnson (Secretary)

#### **16/24 APOLOGIES FOR ABSENCE**

Apologies were received from Cllrs Kate Lynn & Chris Povey, David Dain and Pat Janes.

#### **Public Open Forum**

There were no members of public present.

#### **16/25 DECLERATIONS OF INTEREST**

There were no declarations of interest.

#### **16/26 MINUTES OF THE LAST MEETING**

The minutes of the last meeting held on 29 July 2016 were approved as a correct record.

#### **16/27 RECREATION GROUND**

**27.1 Pond.** The situation had not changed since the previous meeting; Members noted that the repairs to the pond were temporary and a long term plan was required in due course.

**27.2 Composting facility.** Further to the previous meeting manpower resource matters had delayed delivery of the project however, it was anticipated to gain momentum shortly.

**27.3 Bowling Club.** Pat Janes had reported that the Bowling Club was closed for winter, except for meetings, and winter green maintenance had commenced. A new seat was anticipated to be installed for opening of the new season in April 2017.

**27.4 Café Decks.** Marika Byrne reported that the café had not been advertised during summer 2016 and she had enjoyed a fair season. Discussions regarding signage and promotion were ongoing with South Hams District Council (SHDC). No

monies had been taken for boules. She had concerns regarding potential vandalism and regularly visited the café during the closed season.

The Town Clerk reported that there had been several incidents of vandalism in the park recently: boules court sign ripped off, tennis courts' locks smashed, picnic bench graffitied, children's play area wall damaged and wooden pole ripped out. A window had been broken in a Bowling Club shed and tyres thrown into the pond. SHDC and the Police had been made aware and had stepped up patrols as resources allowed. Rosemary Speed reaffirmed her ambition for 'park guardians'.

**27.5 Tennis courts.** SHDC had resprayed line markings.

**27.6 Boules Court.** Samples had been received and tested; a 25% 6mm gravel and 75% dust finish appeared satisfactory with materials and labour costs anticipated to come within the remaining budget ceiling at £250. It was **RECOMMENDED** to complete the resurfacing as soon as possible.

**27.7 Children's play area.** Members noted that only one wooden pole remained on the 'green mounds' due to vandalism however, Rob Sekula (SHDC Assets) and Kingsbridge Playspaces Group had both agreed that the mounds themselves still provided a play activity/value for young children. Moreover, retrofitting plastic poles would not be possible without the mounds being fully dug out and replaced. It was **RECOMMENDED** to:

- note feedback regarding the 'green mounds'/poles,
- for no further action to be taken to replace the missing poles at the present time, and
- to request SHDC to dispose of the last remaining pole in situ.

The Town Council (KTC) had resolved to restore the surface underneath the swings and replace rubber matting.

It was **RECOMMENDED** for Cllrs Balkwill, Griffin & Price and the Town Clerk to conduct a close inspection of the play area and adjacent teen zone in the near future.

**27.8 New bicycle rack.** The current financial year budget for parks and open spaces improvements could not extend to supplying additional or replacing a current bicycle rack with a more upbeat design. Members agreed that a new bicycle rack(s) was not a priority.

**27.9 Brown tourism sign.** Research had taken place and a suitable location earmarked however, Devon County Council (DCC) had confirmed that tourist signs for motorists should send them to an attraction with a place to leave their cars which could not be assured at the park. It was **RECOMMENDED** for no further action to take place regarding provision of a brown tourism sign.

**27.10 Table tennis table.** A budget had been provided at £3k however, quotations for a concrete slab and table were circa £4.5k to £6k for the whole installation. Members agreed that while the costs were high it would provide another excellent play facility within the park and should be progressed; potentially as a 2-part project

to bridge the current and next financial years. It was **RECOMMENDED** to progress installation of a table tennis table with further feedback to be received at the next meeting.

**27.11 Goalposts.** KTC had agreed to maintain the portable goalposts as freestanding without anchoring to the ground by way of metal hoops. A revised risk assessment relating to the same would be produced. One goalpost had been removed due to a broken rear stay which was beyond repair.

**27.12 Picnic benches.** Two benches at the front of the park belonging to KTC had been repainted following vandalism; two benches at the rear of the park belonging to SHDC required repainting.

**27.13 Dog control.** Some dog owners still allowed their dogs to walk off leads and required reminding of their responsibilities. KTC had recently provided feedback on a SHDC dog orders' consultation recommending that effectively only Duncombe Park and Rack Park public spaces be allowed for dogs to run off leads.

**27.14 Maintenance matters.** Kingsbridge In Bloom (KIB) was awaiting paperwork from SHDC to enable the transfer of a shed (next to the tennis courts) for their use.

## **16/28            DUNCOMBE PARK**

**28.1 Central green space.** Rob Sekula (SHDC Assets) had reported that the top surface (corner adjacent to the car park) may be able to be scraped off and replenished to remove sharp stones on the surface.

**28.2 Children's play area.** Members noted that the play area required a refit and would be included in the Kingsbridge Open Spaces, Sports and Recreation plan (OSSR).

**28.3 Mural.** Cllr Sandy Gilbert had earmarked a local artist who may be able to assist in design work and KTC had supported renewal of the mural as a youth project within the current financial year. To be progressed.

**28.4 Liquid Amber.** Anticipated to be planted shortly in the new flower bed near the terrace; donated by Kris Mahon.

**28.5 Maintenance matters.** Members considered that grounds maintenance and grass cutting looked neat and tidy.

## **16/29            OPEN SPACE/AMENITY SPACES**

**29.1 Footpaths and highways.** It was reported that pavement repairs in Fore Street would be actioned before financial year end to be jointly funded by a DCC dedicated budget, DCC & SHDC ward member locality funds and KTC.

**29.2 Grass verge cutting and weed spraying.** DCC devolved grass verge cutting to KTC was contracted out to SHDC and cut 5 of 6 had been completed.

Confirmation was awaited whether a 2 of 2 weed spray had been actioned by SHDC. Quotations for next financial year had been requested.

The current financial year budget was £3k and circa £450 remained after completion of the above contract and additional weed spraying undertaken around to date; Members agreed that further weed spraying should be actioned in Spring 2017.

SHDC had stopped collecting grass cuttings from its own assets in accordance with its pan-district policy. KTC had not agreed the cost to continue collection at circa £4k per annum and SHDC would not devolve grass cutting on its own assets to KTC due to the ongoing Local Authority Controlled Company project.

**29.3 Amenity spaces: Britton's Field, Rack Park, Wallingford Road, Church Street and Bowcombe.** All deemed to be satisfactory with no immediate issues.

Eleven trees in the Town Square which had become overgrown were to be assessed by SHDC shortly; KTC, KIB and Creeks End had lobbied for pollarding to take place.

**29.4 Children's play spaces: Montagu Road, Homelands and Treblepark.** The previous meeting had identified that Montagu Road play space had received an unsatisfactory inspection report; subsequently Rob Sekula (SHDC Assets) and the Town Clerk had surveyed all the above spaces. Feedback on the way forward was awaited from SHDC.

**29.5 Trim Trail.** A year 2 of 3 maintenance inspection had just been actioned by Caloo; bearings had been replaced and paintwork touched-up. An inspection report was awaited.

A video had been completed by Kingsbridge Community College alongside Cllrs Gilbert and Edmonds.

The current financial year budget for maintenance was £250 however, KTC had resolved to install rubber matting around the equipment in Quay House grounds and total expenditure was likely to be circa £1,200.

**29.6 Tree Trail.** No immediate issues were raised.

**29.7 Tranquillity Trail.** Again no issues were raised.

**29.8 Proposed Heritage Trail.** Cllr Edmonds, Holly Trubshaw (Cookworthy Museum) and Samantha Short (Kingsbridge Information Centre) had met recently to progress the proposal. Rosemary Speed suggested that a Heritage Day be organised to celebrate its introduction.

**29.9 SHDC/KTC public spaces licence.** To be reviewed.

**29.10 Skatepark.** It was **RECOMMENDED** for the Skatepark to be considered within the K2 (Quayside) Masterplan

**16/30 OPEN SPACES, SPORT AND RECREATION PLAN**

Cllr Balkwill & Griffin had surveyed a draft OSSR and considered advice received from Keith Rennells Parks & Recreation. To be progressed by the Town Clerk with a final draft to be forwarded to all Kingsbridge sports and related groups for their feedback.

**16/31 KINGSBRIDGE IN BLOOM**

The KIB team were enthusiastic and planning ahead for 2017 following its successes in 2016.

A hay cart had been offered to the group which could be located in either the Twinning Association flower bed (near Creeks End) or off Cookworthy Road close to Tesco. Preservation of the hay cart was a key priority.

**16/32 BUDGET FINANCIAL YEAR 2017/18**

The current financial year budget for “parks and open spaces improvements” was £8,975 and “grass cutting/weed spraying” was £3,000; should all planned projects come to fruition it was likely that the budgets would be spent by March 2017. It was **RECOMMENDED** for the Finance Committee to consider allocating £10k for parks and open spaces improvements and £3k for grass cutting/weed spraying in financial year 2017/18.

**16/33 DATE OF THE NEXT MEETING**

Friday 27 January 2017 at 9.30 a.m. in Quay House.