**MEETING OF THE RECREATION, PARKS & PROPERTY COMMITTEE**

**HELD ON 14TH OCTOBER 2024 AT 7.00PM**

**Present:**

Cllr H Mills Brown Cllr L Robillard-Webb

Cllr S Oldrieve Cllr C West

**In attendance:**

Mr M Wells – Town Clerk

Ms A Christie – Assistant Town Clerk

Cllr M Evans

Cllr G Kennedy

Cllr S Simmons

Riverside Community Centre – Centre Manager

A member of Bovey Tracey Cricket Club

A member of Bovey Tracey Tennis Club

A member of the Neighbourhood Watch Association

*In the absence of the Chairperson, the meeting was chaired by Cllr Oldrieve (Deputy Chairperson).*

**RP&P.24/45 Apologies for Absence**:

 Cllr U Arnold – Personal commitment.

 Cllr S Brooke - Personal commitment.

 Cllr E Kelly – Personal commitment.

**RP&P.24/46 Declarations of Interest and Requests for Dispensations:**

 None.

 **\*\*Public Participation:**

Cllr Evans reported safety concerns around a gap in the hedge at the Recreation Ground where an informal pathway has been created adjacent to the locked gate.

*Cllr Evans left the meeting at 7.03pm.*

The Centre Manager for the Riverside Community Centre spoke in relation to item RP&P.24/55 advising members that volunteer support had been obtained from a garden designer and local business(s) and it is hoped that donations of materials and plants will be made. The Centre Manager responded to questions from members.

*The Centre Manager left the meeting at 7.10pm.*

A member of Bovey Tracey Cricket Club and a member of Bovey Tracey Tennis Club spoke in relation to item RP&P.24/52. The revised parking proposal was presented which completely replaced any lost parking due to the proposed court. The catalyst for the revised scheme follows feedback from DCC in relation to a condition to impose a £5k S106 agreement to any planning permission to analyse the potential for a change to the Traffic Regulation Order to assess if there is parking overspill on to the highway. Parking is at its peak on no more than 10 x Fridays from May to mid-July. The Cricket Club will marshall the proposed northern parking area and set up temporary fencing. The Bowls club will have priority parking in the existing main car park. The football club are supportive of the proposal and if it is wet, cricket will not happen so there will then be no requirement for parking and no concern about damage being caused.

**RP&P.24/47 Minutes**:

i) The minutes of the meeting of 8th July 2024 were confirmed as a correct record and approved (*\*copy previously circulated*).

ii) The following updates were provided:

**RP&P.24/39** – The Southwest in Bloom results have recently been revealed and Bovey Tracey won gold in the main competition. In the Business, Leisure & Tourism Award, Brookside Team Room won gold, Café 360 won silver gilt, the Bell Inn won gold, the Cromwell Arms won gold and the Dolphin Hotel won silver. ‘It’s Your Neighbourhood’ awards achieved ‘thriving’ for Bovey Tracey Garden Club, ‘thriving’ for Bovey Tracey Primary School, ‘outstanding’ for Bovey Tracey Community Garden, ‘thriving’ for Dartmoor Community Kitchen Hub, ‘outstanding’ for Friends of Mill Marsh Park and ‘improving’ for Growing Spaces project.

**RP&P.24/40** – A larger sign has been created and installed. A contractor will be appointed to now paint the hatched area.

**RP&P.24/42** – The play area surfacing has been completed.

**RP&P.24/44** – The Christmas lights meeting was held with business representatives and currently the town lights switch-on is scheduled for 7th December, with late night business opening and entertainment on Friday evenings starting on 29th November.

**RP&P.24/48 Standing Item – Climate and Ecology Emergencies:**

Members noted the Council Declaration and embedded the climate emergency declaration across all Council services, activities, plans and other relevant work, considering the environmental impact of decisions, ensuring a fully integrated approach to mitigating the impact of climate change.

**RP&P.24/49 Friends of Mill Marsh Park (FoMMP):**

Members received and noted minutes of the FoMMP meetings held on 02.07.24 and 01.10.24 (*\*copies previously circulated*).

**RP&P.24/50 Grounds Maintenance Tender 2025 – 2027:**

Cllr Oldrieve advised members that further questions of clarification are required of tenderers before the results can be presented to members for consideration. Therefore, further clarity will be obtained, and the item will be deferred for consideration on 9th December 2024.

**RP&P.24/51 Bullands Field – Tree Planting:**

Members received a report from Cllr Simmons proposing the planting of 100 whips on Bullands Field and considered the recommendations within the report. A call for volunteers was made to help with planting.

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**Resolved:** To approve the planting of 100 whips in accordance with the locations set out in the accompanying plan in Appendix A. The planting to take place by volunteers in January/February.

Cllr Robillard Webb noted that members should consider replicating this in Heathfield.

**RP&P.24/52 Proposed 4th Tennis Court – Additional Parking (Recreation Ground):**

Following item RP&P.24/43, members received a revised parking proposal for consideration for additional parking along with new additional justifications and a management plan for the overflow parking area (*\*copy previously circulated*).

**Resolved:** To approve the proposed parking plan and management plan. To schedule a review in 12 months’ time.

*A member of Bovey Tracey Cricket Club and a member of Bovey Tracey Tennis Club left the meeting at 7.36pm.*

**RP&P.24/53 Pavilion Redevelopment Recommendation – Task & Finish Group:**

i) Members considered a recommendation from the Task and Finish Group to proceed with the appointment of the current proposal for the refurbishment and future operation of the gym facility. The Town Clerk provided a summary presentation of the proposal recommended by the Task and Finish Group. Cllr Oldrieve provided answers to questions from members.

ii) Members considered delegating authority to the Town Clerk in conjunction with the Committee Chair and Vice Chair to finalise and sign the pavilion lease agreement (*\*copy of memorandum of agreement previously circulated*).

 **Resolved:**

 i) Members resolved to proceed with the proposal as set-out in the Memorandum of letting and heads of terms. It was agreed to fund the external renovations as per the two quotations received (dated 4th July 2024) in addition to the external drainage costs of £2,648 plus vat. The Town Clerk to secure funding from S106 to fund the renovations.

 ii) Members resolved to delegate authority to the Town Clerk in conjunction with the Committee Chair and Committee Vice Chair to finalise terms and to sign the lease agreement once drafted. This will be in accordance with the Memorandum of Letting and Heads of Terms as set out (*\*copy previously circulated*).

 *Cllr Simmons left the meeting at 7.48pm.*

**RP&P.24/54 Mill Marsh Park Skate Park Fencing:**

i) Members received a verbal update from the Assistant Town Clerk on the condition of the Skate Park Fencing and considered authorising its replacement.

ii) Members further considered the following quotations for replacement Skate Park fencing and considered making a recommendation to the FR&GP Committee for the budget allocation to fund the replacement:

Quotation A £15,403.70 + vat

Quotation B £ 9,457.36 + vat

Quotation C £25,600.00 + vat

 **Resolved:**

 i) To repair the fence where practicable so as not to proceed with replacement fencing at the current time. To include the replacement costs within the capital expenditure programme for 2025/26.

 ii) To undertake repairs only at the current time, to the maximum budget allowance of £3,000.

**RP&P.24/55 Riverside Community Centre – Community Garden:**

Members received a report from the Centre Manager and considered approving the recommendations listed within, in relation to the creation of a Community Garden (*\*copy previously circulated).*

**Resolved:** To request a design plan of the proposed garden layout for further consideration. To include the funding request in the Capital Expenditure Programme for 2025/26. To delegate authority to the Committee Chair to approve spending of any initial preparatory works or purchases required to initiate the scheme.

**RP&P.24/56 Matters brought forward by the Town Clerk & Councillors**: (*for information)*

**Cllr Robillard Webb** advised that the Prince Rupert Way play area enhancement scheme is being proposed for a different plot of land in Heathfield and are currently awaiting correspondence around the viability of using this land. It is hoped that a joint statement will be released providing an update on the project.

**The Town Clerk** advised members that a grant application has been submitted to the lottery from Cllr Brooke for funding towards upgrading the trim trail equipment in Mill Marsh Park. Further funding is being considered by the Hospital League of Friends. A Project Manager for the upgrade has been commissioned to prepare an initial specification.

Meeting Closed: 8.13pm