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

**HELD ON 9TH DECEMBER 2024 AT 7.00PM**

**Present:**

Cllr U Arnold Cllr S Oldrieve

Cllr S Brooke Cllr L Robillard-Webb

Cllr H Mills Brown Cllr C West

**In attendance:**

Mr M Wells – Town Clerk

Ms A Christie – Assistant Town Clerk

A member of Bovey Tracey Tennis Club

2 members of the Residents Association

1 member of the Neighbourhood Watch Association

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

**RP&P.24/57 Apologies for Absence**:

Cllr E Kelly – Personal commitment.

**RP&P.24/58 Declarations of Interest and Requests for Dispensations:**

None.

**\*\*Public Participation:**

A member of Bovey Tracey Tennis Club referred to a document previously circulated to members and spoke in relation to item RP&P.24/65, highlighting the car parking at the Recreation Ground as a planning condition and explaining that the new facilities cannot be used until the new car park area is completed. To take the project forward, the Cricket Club and Tennis Club representatives are managing their respective developments including the need to source and secure funding and it would be beneficial if the development of the car parking area works were undertaken in conjunction, with council representatives required to be nominated to join the project team. Costs are unknown at present, due to mutual consideration of materials and permeability of surfacing etc to comply with planning permission. Durability is also a key consideration. Clubs can only bid for specific related spends for their respective clubs. Quotations for works can be brought to council once a specification is ascertained and mandatory filtration testing etc has been undertaken across the site.

A member of the Residents Association thanked all Councillors and staff for their hard work and dedication over the previous 12 months and wished everyone a Merry Christmas.

*It was resolved to bring forward item RP&P.24/65 to be discussed as the first item on the agenda.*

**RP&P.24/59 Minutes**:

i) The minutes of the meeting of 14th October 2024 were confirmed as a correct record and approved (*\*copy previously circulated*).

ii) The following updates were provided:

**RP&P.24/40** Hatched area at St John’s Lane Car Park - the Assistant Town Clerk has met the contractor and the Football Club on site to discuss the hatched areas and line markings and will circulate a plan from the contractor to members.

**RP&P.24/46** The Assistant Town Clerk confirmed that the hole in the hedge at the Recreation Ground has now been rectified and replanted.

**RP&P.24/53** Recreation Ground Pavillion, the Lessee appointed a solicitor last week and the lease agreement is being drafted.

**RP&P.24/54** Mill Marsh Park Skate Park Fencing - the Assistant Town Clerk updated that the Skate Park fencing repairs have now been completed.

**RP&P.24/55** The Centre Manager will be providing a copy of the community garden design.

**RP&P.24/60 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.24/65 Recreation Ground – Car Park Redevelopment:**

Members discussed the recent determination of planning permission for the 4th tennis court and cricket practice net relocation and considered further action as appropriate in relation to the redevelopment of the car park area.

**Resolved:** Following discussion, members resolved to support for formation of a joint management committee with the Club representatives of the Tennis and Cricket Clubs in conjunction with Cllr Oldrieve and Cllr Arnold who will report back to committee at the appropriate time(s).

*A member of Bovey Tracey Tennis club left the meeting at 7.21pm.*

**RP&P.24/61 Friends of Mill Marsh Park (FoMMP):**

Members received and noted minutes of the FoMMP meeting held on 05.11.24 (*\*copy previously circulated*) and noted there was no meeting held on 04.12.24.

Cllr Brooke highlighted live projects, which included:

1. Outdoor Gym redevelopment
2. Remodelling of basketball area
3. A new noticeboard
4. 120 whips being donated for public planting on 18th January 2025. Cllr Robillard Webb highlighted that the resolution of RP&P 25.51 (Tree Planting – Bullands Field) resolved to plant 100 whips.

**RP&P.24/62 Management of Dogs – Mill Marsh Park:**

Members received and considered the report and the subsequent mitigating actions highlighted within (*\*copy previously circulated*).

**Resolved:** Following discussion, it was resolved that Cllr Brooke will draft a ‘light touch’ dog management policy and bring back to a future committee for consideration. Members agreed the continuation of monitoring and reporting incidents as appropriate.

**RP&P.24/63 Grounds Maintenance Tender 2025 – 2027:**

Members received a report summarising tenders received for the 2025 – 2027 Grounds Maintenance Contract and considered appointing a contractor as per the recommendations within (*\*copy previously circulated*).

**Resolved:** Following discussion, members resolved to:

1. Approve the appointment of Contractor B as the Council’s preferred contractor.
2. Approve an on-site start date for the contract of January 2025.
3. Authorise the Committee Chairman and Council Officers to formally review performance following 12-months of operation.

**RP&P.24/64 Mill Marsh Park – Outdoor Exercise Area Redevelopment:**

Members received a report and considered the recommendations within (*\*copy previously circulated*).

**Resolved:** Following discussion, members resolved to:

1. Approve the extension of contract for Pengelley Consulting to assist with the procurement and installation process.

ii) Approve the draft documentation (as set out in Appendix A) in addition to the suggested programme for the refurbishment of the Exercise Area in Mill Marsh Park.

iii) Recommend to the Finance, Resources & General Purposes Committee that a capital sum of £60,000 is allocated to progress this work.

1. Approve the inclusion of an additional EoI stage in the tender process.

v) Remit to a small task and finish group including Cllr Brooke and Pengelly Consulting to manage the tender process and if required, approve changes to the draft documentation following meetings with prospective tenderers and in conjunction with the Town Clerk and Committee Chair.

1. Approve an on-site start date for the works of 1st April 2025 or as close as possible to that date.
2. Receive a further report for consideration once proposals from prospective tenderers have been submitted.

**RP&P.24/66 Bovey Tracey Bicycle Maintenance Station:**

Members received a proposal on behalf of South Devon Cyclists Touring Club (SDCTC) to fund the provision of a Bicycle Maintenance Station. Members discussed appropriate locations.

**Resolved:** Following discussion, members accepted the offer in principle, with the condition that there is no significant burden of on-going costs to the Council and recommended co-locating within the District Council car park (Station Road) near to the Bike storage containers, which is already lit and has an existing hard standing. The Assistant Town Clerk to make an approach to the District Council.

**RP&P.24/67 South West in Bloom 2024 Feedback & 2025 Application:**

i) Members received and noted the 2024 assessment feedback (*\*copy previously circulated*). Cllr Brooke provided a verbal update on some of the key areas that required some further attention.

ii) Members considered appointing a council lead/team for the 2025 application and judging process.

Cllr Robillard Webb thanked Cllr Brooke for leading on the application for 4 years and Town Council staff for achieving such consistently great results.

**Resolved:** Cllr Arnold to work with Cllr Brooke on the application process for 2025. It was further agreed to seek to recruit a small group of residents to attend a meeting in January 2025 to widen the support network and to share the application process burden. Cllr Robillard Webb agreed to seek to generate interest from partner groups.

**RP&P.24/68 Strategic Plan Objectives – Recreation, Parks & Property Committee:**

Members received the committee objectives and reviewed the current objectives and considered agreeing further action as appropriate to progress these objectives (*\*copy previously circulated*).

**Resolved:** Following discussion, members resolved to undertake the following amendments/additions to the Strategic Plan:

1. Add the redevelopment of the outdoor Exercise Area in Mill Marsh Park
2. Add an action to explore green space activity in Heathfield (e.g. micro-tree nursery areas in Heathfield)
3. Update the progress in relation to Heathfield Community Centre (Objective RP&P.13) (Cllrs Mills Brown and Robillard Webb.
4. Add Great Big Green Week to current events listed (Objective RP&P.7)
5. Add a project to explore signage for Heathfield residential area (Cllr Robillard Webb and Cllr Mills-Brown to lead)
6. Update progress to Heathfield Youth Service (Objective RP&P.13)
7. Update progress to the replacement primary school site (Objective RP&P.12)
8. Update progress with Cllr West on the Council’s Communications Policy (Objective RP&P.15).

*Cllr Arnold left the meeting at 8.30pm.*

*Cllr Arnold returned to the meeting at 8.31pm.*

**RP&P.24/69 Matters brought forward by the Town Clerk & Councillors**: (*for information)*

**Cllr Robillard Webb** informed all members that a Social Supermarket now operates in Bovey Tracey every Tuesday, 3.00pm – 5.00pm at the Methodist Church Hall.

**Cllr Mills Brown** enquired about the condition of the current borehole in Mill Marsh Park. The Town Clerk advised that the recent flooding has washed away some surface topping and to mitigate risk of a trip hazard, fencing has been erected.

**Cllr Robilliard Webb** provided an update on the Prince Rupert Way play area. The Town Clerk met with DCC Officers recently and discussed the proposal to use the existing school playing field. A scaled plan is being prepared by TDC Officers and will then be discussed with the Head of the School Trust in relation to the potential implications for using the site.

**The Assistant Town Clerk** updated members around issues with the Community Use of street lighting columns for powering Christmas lights etc. Quotations will be sought from qualified engineers who can install sockets and/or timers etc as required.

Meeting Closed: 8.38pm