NORTHAM TOWN COUNCIL
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To all members of the Council:
You are hereby summoned to attend the **PARKS and RECREATION COMMITTEE** meeting on

Wednesday 18th November 2026 at 6:30pm

at The Town Hall, Windmill Lane, Northam for the transaction of the business listed on the agenda below.

Membership:
Cllr Peter Hames (Chair)
Cllr Niki Tait (Deputy Chair)
Cllrs Jeremy Bell, Louis Bach, Barry Edwards, Claire Hodson, Jane Whittaker Plus the Mayor, Cllr Sam Newman-McKie (ex-officio).

Questions by the public
There will be a period for questions by the public. In accordance with Standing Order 3, members of the public may make representations, ask questions and give evidence at a meeting which they are entitled to attend in respect of any Council business at Full Council, and at Committee meetings in respect of business on the agenda.
Anyone wishing to ask questions is requested to notify the Town Clerk prior to the meeting.

Recording, photographs and filming
In accordance with the Council's policy on filming and recording of Local Council and Committee meetings (available to read in the Chamber) and arising from the *Local Government and Accountability Act 2014* the press or public may audio-record, photograph or film meetings, or report from the meeting using social media. As such, members of the public may be recorded or photographed during the meeting. Anyone wishing to record or photograph the meeting must notify the Town Clerk before the commencement of the meeting.

Public attendance at Council and Committee meetings
As a public body, Northam Town Council understands the need for transparency and accountability. The Council will therefore seek to conduct meetings using practices and procedures set out within the Public Bodies (Admission to Meetings) Act 1960, which states:
Subject to subsection (2) below, any meeting of a body exercising public functions, being a body to which this Act applies, shall be open to the public.*

Subsection (2) states:
Where a meeting is open to the public, a body may, by resolution exclude the public from the meeting (whether during the whole or part of the proceedings) whenever publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted or for other special reasons stated in the resolution and arising from the nature of that business or of the proceedings; and where such a resolution is passed, this Act shall not require the meeting to be open to the public during proceedings to which the resolution applies.

Therefore, the Council's policy is to allow public access to meetings unless the business being transacted is confidential or there are 'other special reasons' to exclude the public.

Guy Langton
Guy Langton, Town Clerk &
RFO

Date of issue: 12th November 2026

Chair's initials

Members are requested to turn off or silence their mobile phones for the duration of the meeting.

AGENDA

1 **To receive and approve apologies for absence, in accordance with Local Government Act 1972 s85(1)** *All apologies must be notified to the Town Council offices by 5pm on the day of the meeting.*

2 **Chair's announcements**

3 **To receive any dispensations and disclosable pecuniary or other interests** *Members are reminded that all interests must be declared prior to the item being discussed.*

4 **To agree the agenda as published.**

5 **To confirm as a correct record and sign the minutes of the PARKS and RECREATION COMMITTEE held on 16th September 2026 (p3-p12)**

6 **Public Participation**

Members of the public are permitted to make representations, answer questions and give evidence in respect of any item of business included in the agenda. Each member of the public is entitled to speak once only in respect of business itemised on the agenda and shall not speak for more than 4 minutes. The period of time which is designated for public participation in accordance with standing orders shall not exceed 20 minutes.

Representatives from the Friends of the Westward Ho! Park (FOTWHOP) and the Westward Ho! Volunteer Gardeners have been invited to attend and speak in relation to Item 8.

7 **To receive an update on actions (p13 - 14)**

8 **To receive a report from the Chair of FOTWHOP (p15, verbal)**

9 **Hedge laying Lords Meadow (p15 -1 7)**

10 **To Consider the Future of the Play Area at Appletree Gardens, Northam (p18 - 20)**

11 **To Consider Essential Repairs to Churchfields Skatepark, Appledore (p21 – 22)**

12 **MUGA Project update (p22)**

Chair's initials

Northam Town Council – Minutes of the Parks and Recreation committee meeting held Wednesday 16th September 2026 at 6.30pm in the Town Hall, Windmill Lane, Northam.

Present: Cllrs Jeremy Bell, Louis Bach, Claire Hodson, Barry Edwards and Niki Tait and The Mayor, Cllr Sam Newman-McKie.

In attendance: Ian Rawle – Parks & Buildings Manager.

2607/292 To receive and approve apologies for absence, in accordance with Local Government Act 1972 s85(1)

Apologies for absence were received from Cllr Hames (Chair).

2607/293 Chair's Announcements

In the absence of the Chair, Cllr Tait (Vice Chair) took the Chair for the meeting.

2607/294 To receive any dispensations and disclosable pecuniary or other interests
Members were reminded that all interests must be declared prior to the item being discussed.

2607/295 To agree the agenda as published
It was **resolved** to agree the agenda as published.
Proposed Cllr Bell, Seconded Cllr Newman-McKie (all in favour)

2607/296 To confirm as a correct record and sign the minutes of the Parks and Recreation Committee held on 20th May 2026
It was **resolved** that to approve the minutes as a true and correct record, which were signed by the Chair.
Proposed Cllr Bach, Seconded Cllr Bell (all in favour)

2607/297 Public Participation
Members of the public are permitted to make representations, answer questions and give evidence in respect of any item of business included in the agenda. Each member of the public is entitled to speak once only in respect of business itemised on the agenda and shall not speak for more than 4 minutes. The period of time which is designated for public participation in accordance with standing orders shall not exceed 20 minutes.

2607/298 To receive an update on actions
The Action table is presented below.

Item 7 update on actions **Page 137**

Action		Nov 2025	Jan 2026	Mar 2026	May 2026	June/July 2026	September 2026
1	Permanent PumpTrack	Added to actions	Burrough Farm preferred site, Lord's Meadow less suitable. Obtain expert advice and cost estimate. If feasible, seek Full Council approval and go to tender. Explore funding opportunities (Sports Lottery, Section 106, others).	In progress.	Researching funding and contractor cost (by in and place using contractors and NTC staff)	On Agenda	Investigations are ongoing into project costs and available funding opportunities. A further report will be presented to Members once this work has been completed.
2	MUGA WWH!		-Meet with Contractor to discuss plans -investigate Planning, contact Environmental Health	Contractor appointed to revise MUGA plans following feedback -Design reduced in size due to planning constraints -Additional noise mitigation included (anti-vibration posts and revised fencing) -Changes remain within approved budget	To update P & R in July 2026.	On Agenda	**On Agenda.** Design plans, budget and funding information have been circulated to all Councillors. The project is now out to tender, with quotations due by **12 noon on 18th September 2026**.
3	Pavilion WWH!		-Survey completed -Plans being developed for options (new build or renovation) -Demolition costs currently being obtained	No Change	-Survey completed -Plans being developed for options (new build or renovation) – Philip Hinton currently	Awaiting 3 plans – (Demo, New Build, Refurbishment)	Plans received, working group meeting to be arranged.

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					preparing draft plans -Demolition costs currently being obtained		
4	Planned works for all Parish Play Parks and Annual Inspection Report		Inspections carried out	On Agenda	On Agenda	Works started.	On Agenda.
5	Hedge laying Lords Meadow		Contact Steve McCulloch for quotation and advice.	In talks with Steve McCulloch.	Awaiting quotation.	Awaiting Site visit from Steve McCulloch.	Site visit will take place this month.

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2607/299 To receive a report from the chair of FOTWHOP

The Parks & Buildings Manager advised Members that the Chair of the Friends of Westward Ho! Park (FOTWHOP) had submitted her apologies as she was unable to attend the meeting.

Members received a written update from the Chair of FOTWHOP, which advised that:

- The 200 Club continues to operate successfully, with 107 numbers currently in the draw.
- The volunteer gardeners completed 111.5 hours during July and 95.5 hours during August.
- Positive feedback continues to be received from members of the public regarding the appearance of the park, with particular comments noting how well the park and tennis courts are being maintained and utilised.

This was **noted** by the council.

2607/300 To update members on the MUGA Project at Westward Ho!

The Parks & Buildings Manager advises Members that, following approval of the Quotation Evaluation Matrix by the MUGA Working Group, the Invitation to Quote (ITT) documentation has now been issued to suitably qualified contractors for the design, supply and installation of the proposed Multi-Use Games Area (MUGA) at Westward Ho!.

The quotation period opened on 28th August 2026, with a submission deadline of 12:00 noon on 18th September 2026.

Contractors have been invited to undertake site visits prior to submitting quotations, and any requests for clarification must be submitted no later than seven days before the closing date.

Once the quotation period has closed, all compliant submissions will be evaluated using the Council's approved evaluation matrix. The MUGA Working Group will then meet to assess the quotations and make a recommendation to Full Council for the appointment of the preferred contractor.

The Parks & Buildings Manager will also continue to progress the additional actions agreed by the Working Group, including obtaining costs for the preferred coloured surfacing option and, where practicable within the project programme, arranging for the proposed contract
documentation to be reviewed by the Council's Solicitor prior to contract award, subject to the Solicitor's availability and turnaround times.

This was **noted** by the Council.

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2607/301 Lords Meadow Biodiversity Enhancement Project

Members considered a report regarding proposals to enhance biodiversity at Lords Meadow through the creation of six additional wildflower plots and the undertaking of traditional Devon hedge laying along the Diddywell Road boundary.

The Parks & Buildings Manager advised that the proposals would build upon the success of the existing wildflower areas, improving habitat connectivity and biodiversity whilst maintaining the recreational use of the site.

Members were informed that the hedge laying works would be undertaken in-house by the Council's Maintenance Team during the appropriate season and that the total cost of the project would not exceed £750, to be funded from Cost Code 134 – Lords Meadow.

Members also considered whether a consultation with local residents should be undertaken prior to the implementation of the additional wildflower areas.

It was **Resolved**, that:

1. The creation of six additional wildflower plots at Lords Meadow, as shown on the site plan, be approved.
2. A consultation with local residents be undertaken prior to the implementation of the proposed wildflower areas.
3. Traditional Devon hedge laying along the Diddywell Road boundary be undertaken by the Council's Maintenance Team.
4. Expenditure of up to £750, funded from Cost Code 134 – Lords Meadow, be approved for the hire of a turf cutter and the purchase of a native perennial wildflower seed mix.

Proposed: Cllr Bach, Seconded Cllr Edwards (all in favour)

Action Point: Parks & Buildings Manager to arrange the resident consultation, procure the required materials, programme the hedge laying works and implement the project in accordance with the approved proposals.

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2609/302 – Appledore Skate Park – Proposed Community Mural

Members considered a report regarding a proposal from local artist Jaz Mackenzie to create a community mural at Appledore Skate Park, inspired by Appledore's maritime heritage and surrounding coastline.

The Parks & Buildings Manager advised that the proposed artwork would be undertaken following the completion of the planned skate park maintenance works, including the replacement of worn marine plywood surfaces and any necessary structural repairs, to ensure the mural was applied to refurbished surfaces and maximise its lifespan.

During the discussion, Members supported the proposal and agreed that the maintenance and refurbishment works should be completed before the mural was commissioned.

Members also requested that the artist be consulted regarding suitable protective coatings or anti-graffiti treatments to help preserve the artwork once completed.

It was **agreed**, that:

1. The proposed community mural be approved in principle, subject to the completion of the planned skate park maintenance and refurbishment works.

2. The artist be requested to submit a final design for approval by the Parks & Recreation Committee prior to the commencement of any works.

3. Expenditure of £650, funded from Cost Code 133 – Churchfields Skate Park, be approved subject to suitable protective or anti-graffiti coatings to help preserve the completed mural.

Proposed: Cllr Bach, Seconded Cllr Bell (Four abstentions; majority in favour)

Action Point:

- ***Parks & Buildings Manager to ensure the planned maintenance and refurbishment works are completed before the mural project proceeds.***
- ***Parks & Buildings Manager to obtain the final artwork design for Committee approval.***
- ***Parks & Buildings Manager to liaise with the artist regarding suitable protective or anti-graffiti coatings to help preserve the completed mural.***

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2607/303 Lords Meadow Play Area – Replacement of Timber Play Equipment

Members considered a report regarding the condition of the timber play equipment at Lords Meadow Play Area following the findings of the annual independent play inspection.

The Parks & Buildings Manager advised that, although temporary repairs had been undertaken by the Maintenance Team to stabilise the monkey bars, the equipment was approaching the end of its serviceable life due to ongoing timber deterioration.

Members were also informed that the timber stilts and embankment slide decking were showing similar signs of deterioration and would likely require replacement in the near future.

It was **proposed** that the replacement of the monkey bars, timber stilts and embankment slide decking form part of a wider Lords Meadow Play Area Renewal Project, to be included within the Council's 2027/28 budget, subject to approval. Members welcomed the proposal to involve St Margaret's School and Appledore School in selecting the replacement equipment from a shortlist of suitable options.

It was **Resolved**, that:

- The findings of the independent play inspection and the subsequent deterioration identified by the Parks & Buildings Manager be noted.
- The replacement of the monkey bars, timber stilts and embankment slide decking be approved in principle as part of a Lords Meadow Play Area Renewal Project.
- The project be included for consideration as part of the Council's 2027/28 budget for delivery in 2027.
- The Parks & Buildings Manager be authorised to obtain quotations from specialist play equipment contractors for the supply and installation of the replacement equipment.
- St Margaret's School and Appledore School be invited to participate in selecting the replacement play equipment from a shortlist of suitable options.
- A further report detailing the proposed replacement equipment, project costs and funding requirements be presented to the Committee prior to the award of any contract.

Proposed: Cllr Bach, Seconded Cllr Whittaker (All in favour)

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Action Point:

- ***Parks & Buildings Manager to continue monitoring the existing play equipment through the Council's inspection regime until replacement works are undertaken.***
- ***Parks & Buildings Manager to obtain quotations from specialist play equipment contractors and prepare a shortlist of suitable replacement equipment.***
- ***Parks & Buildings Manager to liaise with St Margaret's School and Appledore School regarding participation in selecting the replacement equipment.***
- ***Parks & Buildings Manager to include the project within the proposed 2027/28 budget for Members' consideration.***
- ***Parks & Buildings Manager to present a further report to the Committee detailing the preferred equipment options, project costs and funding requirements prior to procurement.***

2607/304 Budget Proposals for 2027/28 and 2028/29: Play Area Capital Improvement Programme

Members considered a report outlining the proposed Play Area Capital Improvement Programme for 2027/28 and 2028/29.

The Parks & Buildings Manager advised that the programme had been developed following the annual independent play inspections, routine maintenance inspections and identified lifecycle replacement requirements.

Members considered the proposed programme of improvements across the Council's play areas, including Lords Meadow, Ridgeway Park, Westward Ho! Play Area, Anchor Park, Appletree Gardens and Appledore Skate Park.

It was noted that individual projects would be brought forward to future meetings with detailed specifications, quotations, recommended budgets and proposed funding arrangements prior to implementation.

During the discussion, Members agreed that, where replacement play equipment is proposed, local schools should be invited to participate in the selection of the equipment to help ensure it reflects the needs and preferences of the children who use the facilities.

It was **agreed**, that:

1. The proposed 2027/28 and 2028/29 Play Area Capital Improvement Programme be noted.
2. The projects identified within the report be approved in principle for future development, with indicative budgets to be presented to a future meeting.

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3. Each project be presented as a separate agenda item at future Parks & Recreation Committee meetings, together with detailed specifications, quotations and recommended budgets for consideration.
4. Local schools be invited to participate in the selection of replacement play equipment, where appropriate, as part of the procurement process.
5. Members be invited to identify any additional play area improvements or capital projects for inclusion within the future programme.

Proposed: Cllr Bach, Seconded Cllr Whittaker (All in favour)

Action Point:

- ***Parks & Buildings Manager to develop each project and present individual reports to future Committee meetings, including specifications, quotations, budgets and funding proposals.***
- ***Parks & Buildings Manager to liaise with local schools during the procurement process to seek their views on the selection of replacement play equipment for the Council's parks.***
- ***Parks & Buildings Manager to prepare draft capital budget proposals for consideration as part of the Council's 2027/28 and 2028/29 budget-setting process.***
- ***Parks & Buildings Manager to incorporate any additional projects identified by Members into the future capital programme where appropriate.***

2609/305 – Anchor Park – Replacement Picnic Table

Members considered a report regarding the replacement of the existing picnic table at Anchor Park and the proposal to adopt a standard specification for future picnic table replacements across the Council's parks and open spaces.

The Parks & Buildings Manager outlined the benefits of the Earth Anchors recycled plastic picnic tables, including their durability, low maintenance requirements, sustainability and long service life. Members considered the four design options presented and discussed the advantages of adopting a consistent specification across the parish.

Following discussion, Members agreed to adopt Option 1 – Round Wheelchair-Accessible Picnic Table as the Council's standard specification for future picnic table replacements should the first purchase prove satisfactory. Members also agreed that the tables should be supplied in brown.

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Resolved: That:

1. Earth Anchors recycled plastic picnic tables be adopted as the Council's standard specification for future picnic table replacements across all Council parks and open spaces should the first purchase prove satisfactory.
2. Option 1 – Round Wheelchair-Accessible Picnic Table be adopted as the Council's standard design should the first purchase prove satisfactory.
3. The picnic tables be supplied in brown.
4. The replacement picnic table at Anchor Park be installed using the approved specification, with the cost to be met from the approved budget.

Proposed: Cllr Hodson, Seconded Cllr Edwards (All in favour)

Action Point:

- ***Parks & Buildings Manager to place an order for the Earth Anchors Round Wheelchair-Accessible Picnic Table (Option 1) in brown for installation at Anchor Park.***
- ***Parks & Buildings Manager to adopt the approved specification as the Council's standard for future picnic table replacements across all parks and open spaces.***
- ***Parks & Buildings Manager to ensure future procurement of replacement picnic tables follows the approved standard specification.***

There being no further business, the meeting closed at 7:58 pm.

Signed.....Dated.....

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Item 7 update on actions

Action		May 2026	June/July 2026	September 2026	November 2026
1	Permanent PumpTrack	Researching funding and contractor cost (by in and place using contractors and NTC staff)	On Agenda	Investigations are ongoing into project costs and available funding opportunities. A further report will be presented to Members once this work has been completed.	Work remains ongoing in relation to project costs and funding opportunities. A further report will be brought to Members in due course.
2	MUGA WWH!	To update P & R in July 2026.	On Agenda	**On Agenda.** Design plans, budget and funding information have been circulated to all Councillors. The project is now out to tender, with quotations due by **12 noon on 18th September 2026**.	On Agenda.
3	Pavilion WWH!	Survey completed -Plans being developed for options (new build or renovation) – Philip Hinton currently preparing draft plans -Demolition costs currently being obtained	Awaiting 3 plans – (Demo, New Build, Refurbishment)	Plans received, working group meeting to be arranged.	Obtain budget estimates for accessibility improvements, including access ramp and entrance options. Obtain budget estimates for internal repair and refurbishment works. Obtain budget estimates for roof repairs, roof replacement, and insulation upgrades. Investigate enclosing the covered porch area and report back with design options, feasibility, and costs. Obtain indicative refurbishment cost estimates to inform the Working Group.
4	Planned works for all Parish Play Parks and Annual Inspection Report	On Agenda	Works started.	Works started.	Monitor existing play equipment, obtain quotations and a shortlist of replacement options, consult with local schools on equipment selection, include the project in the 2027/28 budget, and report back to Committee with costs and funding requirements.

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5	Hedge laying Lords Meadow	Awaiting quotation	Awaiting Site visit from Steve McCulloch.	Site visit will take place this month.	On Agenda.
6	Appledore Skate Park – Proposed Community Mural				Complete skate park maintenance works, obtain the final mural design for Committee approval, and liaise with the artist on protective coatings before the project proceeds. ***No reply received from Artist***
7	Lords Meadow Biodiversity Enhancement Project				Arrange resident consultation, procure materials, undertake hedge laying works, and implement the Lords Meadow biodiversity enhancement project. ***Project planned for January 2027***
8	Budget Proposals for 2027/28 and 2028/29: Play Area Capital Improvement Programme				Developing individual project proposals, budgets and funding options for future Committee approval. School engagement to be included in play equipment replacement projects.
8	Anchor Park – Replacement Picnic Table				Order and install the approved wheelchair-accessible picnic table at Anchor Park, and adopt the specification as the standard for future picnic table replacements across Council parks and open spaces.

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8 To receive a report from the Chair of FOTWHOP (verbal)

9 Hedge laying Lords Meadow

Members are asked to consider the proposed hedge laying works at Lords Meadow and determine the extent of the works to be undertaken.

Following a site inspection, the Council's appointed contractor has assessed the hedge and advised that different sections require different management approaches.

The hedge can be broadly divided into three sections:

Section 1 – Sycamore (approximately 23 metres)

This section consists predominantly of Sycamore and is considered suitable for traditional hedge laying.



Figure 1 - Sycamore section. The yellow marking indicates the trees proposed for felling.

Section 2 – Elm (approximately 20 metres)

This section consists mainly of mature Elm. Although hedge laying is technically possible, the trees would first need to be dismantled using a Mobile Elevating Work Platform (MEWP) due to their proximity to neighbouring properties.

The contractor has advised that there is limited material suitable for laying, and any resulting hedge would require supplementary planting with native whips to create a continuous hedgerow.



Figure 2- Elm section. The yellow marking indicates the trees proposed for felling.

Continued overleaf

Section 3 – Bramble and Blackthorn (approximately 28 metres)

This section is made up primarily of bramble with some scattered Blackthorn. Whilst it could be laid, there is very little suitable material to form a traditional laid hedge. The contractor has advised that the area would quickly become overgrown with bramble again unless subject to ongoing intensive maintenance.

Following the site inspection, both the Parks & Buildings Manager and the Council's appointed contractor agree that the preferred approach is to remove the bramble from this section and replant with native hedgerow species, such as Hazel, Beech and other appropriate native whips, to establish a healthier and more sustainable hedge.



Figure 3- Bramble and Blackthorn Section. The yellow marking indicates the trees proposed for felling.

Financial Implications

The cost of the works will vary depending on the option selected by Members. As the extent of the hedge laying and any associated replanting has not yet been determined, it is not possible to obtain an accurate quotation at this stage.

Once Members have agreed the preferred approach, the Parks & Buildings Manager will obtain a detailed quotation from the contractor and present the associated costs to the Committee for consideration at the next meeting.

Recommendation:

Members are requested to determine whether:

1. **To restore the entire hedgerow by undertaking hedge laying where suitable and replanting unsuitable sections with native hedgerow species.**

2. **To undertake hedge laying only on suitable sections of the hedgerow, leaving the remaining bramble and unsuitable sections in their current condition.**

10 To Consider the Future of the Play Area at Appletree Gardens, Northam

Members will recall that, under Minute No. 2607/304 – *Budget Proposals for 2027/28 and 2028/29: Play Area Capital Improvement Programme*, the Committee agreed to review opportunities to improve and rationalise the Council's play areas to ensure future investment is directed towards sites that provide the greatest community benefit.

As part of that review, the Appletree Gardens play area (off Hanson Park, Northam) has been identified as a site where Members may wish to consider its long-term future before further capital investment is made.

The play area currently contains a limited amount of equipment, including a seesaw which has reached the end of its serviceable life and now requires replacement.

Given the size of the site and the limited provision of play equipment, Members are invited to consider whether the area should remain as a play facility with replacement equipment or whether it would be more beneficial to repurpose the space as a community picnic and seating area.



Figure 4 - Appletree Gardens

Option 1 – Replace the Existing Seesaw

The existing seesaw has reached the end of its serviceable life and, following the Council's routine play inspection, has been identified as requiring significant repair or replacement.

The inspection identified several defects, including:

- Strimmer and machinery damage to the timber posts, penetrating the protective treatment and potentially accelerating timber decay.
- Excessive lateral movement of the main beam, indicating significant wear within the pivot mechanism.
- Evidence of timber deterioration requiring ongoing monitoring and potential replacement.
- Wear to the rubber buffer system.

Given the age and condition of the equipment, Members are asked to consider whether replacing the seesaw with a new like-for-like item represents the most appropriate long-term investment for the site.



Figure 5-Seesaw, Appletree Gardens

Option 2 – Repurpose the Area as a Community Picnic Space

Remove the existing play equipment and transform the area into a small community picnic and seating area.

Should Members support this option, the Parks & Buildings Manager will prepare a concept design for consideration at a future meeting. Members are invited to provide initial views on the type of features they would like to see incorporated, which could include:

- Picnic benches.
- Additional seating.
- Native planting and wildflowers.
- Shade trees.
- Interpretation or educational features.
- Accessible paths and landscaping.

This option would provide an alternative community amenity while reducing future play equipment maintenance and replacement liabilities. Should Members be minded to support this option, the Parks & Buildings Manager will prepare a concept design and undertake a public consultation with residents of Appletree Gardens and Hanson Park to seek their views on the proposal before a final design is presented to Members for consideration.

Financial Implications

The cost of either option will depend on the final specification agreed by Members. Once a preferred option has been selected, detailed quotations and associated costs will be obtained and presented to the Committee for approval.

Recommendation:

Members are requested to determine whether they wish to:

1. **Replace the existing seesaw with a new like-for-like item and retain the area as a play space; or**

2. **Remove the existing play equipment and develop proposals for a community picnic area, with the Parks & Buildings Manager bringing a concept design and costings back to a future meeting for consideration.**

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11 To Consider Essential Repairs to Churchfields Skatepark, Appledore

As part of the Council's ongoing *Budget Proposals for 2027/28 and 2028/29: Play Area Capital Improvement Programme* (Minute No. 2607/304), Churchfields Skatepark has been inspected and identified as requiring a number of essential repairs to maintain its safety, functionality and longevity.

As part of that programme, the Churchfields Skatepark has been inspected and identified as requiring a number of essential repairs to maintain its safety, functionality and longevity.



Figure 6 - Signs of rot on bottom edge of ramp

The principal works required include:

- Replacement of the riding surface (timber decking) where it has deteriorated.
- Replacement of any structural timber found to be rotten or compromised once the riding surface has been removed.
- Installation of ventilation openings within the structure to improve airflow and reduce moisture build-up, helping to prolong the life of the timber construction.
- Replacement of loose or missing fixings to the kicker plates.
- Treatment and repainting of corroded metalwork where protective coatings have failed.

- Replacement of missing barrier slats where required to ensure compliance with current safety standards.

Recommendation:

Members are requested to:

1. **Agree in principle to undertake the essential repair works to Churchfields Skatepark, including the replacement of the riding surface, replacement of any defective structural timbers, installation of ventilation openings, and completion of associated repair works identified through the annual inspection.**
2. **Authorise the Parks & Buildings Manager to obtain quotations for the required works.**
3. **Receive a further report at the next Committee meeting setting out the quotations received and the associated costs, prior to approving the appointment of a contractor and the allocation of funding.**

12 MUGA Project Update

Members are advised that TK Play has now been formally awarded the contract for the construction of the Multi-Use Games Area (MUGA) at Westward Ho! Park.

The release of the Section 106 funding from Torridge District Council is currently in progress. All final drawings and supporting documentation requested by the Section 106 Officer have been submitted, and the Council is awaiting confirmation that the funds have been transferred.

Subject to confirmation of the funding, TK Play has advised that they will first complete the scheduled play equipment improvements at Westward Ho! Green before commencing construction of the MUGA.

For Members' information, the following plans have been included with this agenda:

- **Appendix A – Proposed Site Plan**, showing the location of the MUGA, access arrangements, new tarmac works and its relationship to the existing tennis courts and surrounding recreation ground.
- **Appendix B – MUGA Layout and Elevations**, showing the court markings, fencing arrangement, gates, basketball goals and elevations of the completed facility.

Recommendation:

That Members note the update regarding the Multi-Use Games Area (MUGA) project, including the award of the contract to TK Play, the current position on the release of the Section 106 funding, and the proposed programme of works. Members are also invited to note the attached plans (Appendices A and B) showing the proposed site layout and MUGA design.

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