

Northam Town Council – Minutes of the Westward Ho! Park Committee Meeting held on Tuesday 13th July 2021 at the Northam Hall, Fore Street, Northam at 6.00 pm

Present: Cllrs Mrs McCarthy (Deputy Chairman), Laws, Leather, Newman-McKie and Tisdale
Co-opted Members – Mrs C Hutchins and Mrs M Jones and Mr S Makeig-Jones

In attendance: Mr G Langton – Deputy Town Clerk

2107/301 Apologies

Apologies were recorded on behalf of Cllrs Edwards, Hodson and Sargent.

2107/302 Chairman's announcements

There were none.

2107/303 Declarations of interest

Members were reminded that all interests should be declared prior to the item being discussed.

2107/304 To agree the agenda between Part A and Part B

It was **resolved** to agree the agenda as published
Proposed: Cllr Tisdale, Seconded: Cllr Leather (all in favour)

2107/305 To confirm and sign the minutes of the Westward Ho! Park Meeting 15th June 2021

It was **resolved** to confirm the minutes of the Westward Ho! Park meeting held on 15th June 2021 as a correct record. They would be signed by the Chairman when available.
Proposed: Cllr Laws, Seconded: Cllr Tisdale (all in favour)

2107/306 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.

2107/307 To consider the Action Points

The members discussed the nature of the bench to be installed and dedicated to former Councillor, the late Mr Durkin.

It was **resolved** to install a wooden bench in this unique instance.

Proposed: Cllr McCarthy, Seconded: Cllr Tisdale (all in favour)

Action point: Council staff to liaise with Mr Makeig-Jones regarding the bench.

The members considered the repair or removal of the crazy golf holes in the park.

It was **resolved** to not undertake their repair but to remove them as soon as practicable on safety grounds in light of the ROSPA report received in 2020, installing a sign in the meantime to advise people of the plans to extend the play park area.

Action point: Council staff to prepare and install the sign.

Action point: Council staff to plan the removal of the crazy golf course.

The remainder of the action Points were noted.

- 2107/308 To receive a report from the Chair of FOTWHOP**
The Committee received the Chair's report, noting the planned press release to increase local knowledge of FOTWHOP, its purpose, how to volunteer and its fundraising activities, including the '200 club'.
The Committee heard that a resident had offered to donate the funds for an accessible picnic bench, which they would like to add a dedication to.
Action point: An item on how the Committee is to proceed with all types of donations from residents to be included on the next agenda.
Action point: An item to be included on the next agenda on harmonising bench types, materials and styles to be installed at the park, and on if or how to approach their dedication.
- 2107/309 To consider circulating a survey on the options of a green gym installation or boules playing surface.**
The Committee considered it too early in the work to revitalise the Park to consider this matter.
It was **resolved** to defer the matter for up to 2 years to enable the Committee to focus on the current tasks.
Proposed Cllr Tisdale, Seconded: Cllr Laws (all in favour)
Action point: The matter to be brought back to an appropriate meeting of the Committee.
- 2107/310 To receive an update on dog exclusion signage**
The Committee heard from Cllr Laws that signage had been installed as required, with only the signs for the gates to the sensory garden to be attached as they awaited the installation of the gates.
The Committee noted the remainder of the report.
Action point: To arrange for the installation of the gates to the sensory garden as soon as possible.
- 2107/311 To consider improved park signage**
The Committee considered that informative signage, indicating the pedestrian route through the Park to the village centre, from the car park to the Park and through the park at appropriate places to aid people's enjoyment of the Park. The Committee considered that such signage should include the FOTWHOP and Council logos and be of a visually-pleasing design.
It was **resolved** to install two signs on a temporary basis, one directing people through the park to the village centre and one from the car park to the park, and receive a paper at a future meeting of the Committee concerning the design template for future signage.
Proposed: Cllr Tisdale, Seconded: Cllr Laws (all in favour).
Action point: Council staff to include the matter on a future agenda of the Committee.
- 2107/312 To consider a draft press release**
The Committee amended the text as presented overleaf.
It was **resolved** to circulate the press release with the agreed amendments, accompanied by a banner headline reading "*Northam Town Council Announce New Children's Play Area*" and pictures as used by the Company in their presentation.
Proposed : Cllr McCarthy, Seconded: Cllr Tisdale
Action point: Deputy Town Clerk to obtain picture files of the designs from the company engaged.

Press Release Westward Ho! Park Play Area.

As most local residents will be aware, Westward Ho! Park was purchased from Torridge District Council, for the community, at the end of October last year after lengthy negotiations.

~~Northam~~The Town Council has formed a Westward Ho! Park Committee which consists of a number of Councillors and co-opted members of the public.

The refurbishment of the play area was a primary concern, following the acquisition and tenders were sought from a number of specialist play providers.

After a number of meetings where discussions took place on what was required for the play area, the committee received presentations from the invited companies and finally reached a decision.

The contract has been awarded and work will start on this very exciting project, early in September with completion scheduled for October with an official opening in time for the October half-term break.

The design will provide a ~~really exciting great~~ children's play area ~~with equipment for all ages and capabilities~~. One of the main features will be a train named the Kingsley with its own ticket office. There will be the usual swings and a roundabout, which will accommodate wheel chair users.

~~Northam~~The Town Council is very excited about this play provision and looks forward to the opening ~~later this year~~.

Jane Mills Town Clerk & Cllr Mrs McCarthy

- 2107/313 To receive an inventory of plants in the park**
- 2107/314 To receive and note a list of poisonous plants**
- The Committee agreed to combine these two items, noting that signs for specimen plants and more generally would assist in the enjoyment of the Park and garden and that signs advising people keep dogs away from the beds would ensure the plants have a longer life. It was further noted that the Council's website could host a page detailing the plants in the Park and gardens. It was **resolved** to include an item on how to best display the information about plants and the garden areas on a future agenda of the Committee. Proposed: Cllr McCarthy, Seconded: Cllr Tisdale (all in favour).
Action point: To include this, and an item on the planting of the play area to the next agenda.
- 2107/315 To receive an update on access to Golf Links Road from the park**
- The Committee heard that the entrances had been blocked as previously resolved. The best approach to maintaining level access would be considered at a future meeting.
Action point: To include the matter of level access on a future meeting of the Committee.
- 2107/316 To consider purchase of a first aid box for the gardeners shed.**
- It was **resolved** to provide a fist aid box and accident book. Proposed: Cllr Laws, Seconded: Cllr Tisdale (all in favour)

Part B

- 2107/317 To resolve: that under section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 that the public and press be excluded from the meeting**
It was **resolved** that under section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 that the public and press be excluded from the meeting.
Proposed: Cllr McCarthy, Seconded: Cllr Laws (all in favour)
- 2107/318 To confirm and sign the minutes of the Westward Ho! Park Meeting 15th June 2021 (Part B)**
It was **resolved** to confirm the **Part B** minutes of the Westward Ho! Park meeting held on 15th June 2021 as a correct record. They would be signed by the Chairman when available.
Proposed: Cllr Tisdale, Seconded: Cllr Leather (all in favour)
- 2107/319 To receive an update on the quotes regarding the Pavilion**
The Committee noted that the future work was dependent on the outcome of the survey of the wall ties.
It was **resolved** to instruct Company C to undertake the endoscopic survey of the pavilion walls and to defer the consideration of the roof removal and replacement to a future meeting of this Committee.
Proposed: Cllr Laws, Seconded Cllr Tisdale (all in favour)
Action point: Deputy Town Clerk to instruct the endoscopic survey company.
- 2107/320 To consider re-allocating part of the cost of the salary of any work carried out by the maintenance men from salaries to the Westward Ho! Park Committee cost centre**
It was **resolved** to pass the matter to the Finance & Human Resources Committee.
Proposed: Cllr Leather, Seconded Cllr Laws (all in favour)
- 2107/321 To resolve to readmit members of the press and public**
It was resolved to readmit members of the press and public
Proposed: Cllr Tisdale, Seconded: Cllr Laws (all in favour)

There being no further business the meeting finished at 7.35pm

Signed

Dated.....