

**Northam Town Council – Minutes of the Parks and Recreation committee meeting held 29<sup>th</sup> January 2025 at 6.30pm in the Town Hall, Windmill Lane, Northam.**

Present: Cllrs Bach, Edwards, Hames, Newman-McKie, and the Mayor, Cllr Niki Tait (Deputy Chair).

In attendance: Ian Rawle – Parks & Buildings Manager.

- 2501/552 To receive and approve apologies for absence, in accordance with Local Government Act 1972 s85(1)**  
Cllr Whittaker and Christine Hutchins – Chair of FOTWHOP apologised, the reasons for which were accepted.
- 2501/553 Chair’s Announcements**  
There were none.
- 2501/554 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.
- 2501/555 To agree the agenda as published**  
It was **resolved** to agree the agenda as published.  
**Proposed** Cllr Bach, Seconded Cllr Hames (all in favour)
- 2501/556 To confirm as a correct record and sign the minutes of the Parks and Recreation Committee held on 27<sup>th</sup> November 2024**  
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 Hames (all in favour)
- 2501/557 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.*  
There were no members of the public present.
- 2501/558 To receive an update on actions**  
The Action table is presented overleaf.

Action	November 2024	January 2025
1 Asset list and maintenance costs.	Estimated costs included in the draft budget. ONGOING	Costs included in budget. COMPLETE
2 replacement of the ball fencing at Lords Meadow, a substantial sum has been included in the budget for work required at Lords Meadow for next year.	The damp weather has caused some issues. The contractor is being reminded the work needs completing. ONGOING	The damp weather has caused some issues. The contractor is being reminded the work needs completing. ONGOING
3 Battery powered equipment replacement, under regular review. Purchase of a second battery has been added to the 2024-25 budget.	The Town Clerk and Parks & Buildings Manager are seeking a grant for a walk-behind electric 'tractor' from DCC. ONGOING	The grant fund is no longer available. The matter has been passed to the Finance committee as part of a wider review of machinery and vehicles. COMPLETE
4 To consult the community on the use of outdoor gym.		It was agreed that the outdoor gym equipment will be removed the week prior to the installation of the PumpTrack in the summer, with no community consultation taking place until after the removal. ONGOING
5 To consider protecting the paint finish of the Nextem Orca EV with a white vinyl wrap (to include NTC crest and contact details) – approximate cost £700.	ONGOING	Designs being created. ONGOING
6 Churchfields Skate Park – paint and 'graffiti'.	ONGOING	It was agreed that no graffiti artist be commissioned until the current vandalism in Churchfields has been resolved. ONGOING
7 Tennis Court gate – quality of work		The matter has been raised with the LTA directly and the Surveying Firm overseeing the work. The gate installer has advised the Surveyor that the replacement parts will be installed. No date for the work has yet been advised. ONGOING

7	Tennis Court gate – quality of work		The matter has been raised with the LTA directly and the Surveying Firm overseeing the work. The gate installer has advised the Surveyor that the replacement parts will be installed. No date for the work has yet been advised. ONGOING
8	Reinstall sign bee friendly planting at Anchor Park		The sign has not yet been reinstated. The Council is advised to wait until the new work is undertaken to establish wildflower swathes at the Park. ONGOING
9		Rejuvenate the willow arch at Westward Ho! Park	The work has been started by then maintenance team. COMPLETE
10		Costs for works at the Pavilion building	Passed to the Finance Committee. COMPLETE
11		Liaise with ARC Tennis regarding formal tennis provision in 2025	On the agenda. COMPLETE
12		Arrange for a temporary PumpTrack at Lords Meadow (if suitable) in the summer holidays 2025	Dates of 11 <sup>th</sup> to 19 <sup>th</sup> August agreed with provider. Deposit to be paid (25%). COMPLETE

**2501/559 To receive the annual play inspection reports and note the planned actions**

It was noted and agreed that the Playpark Action Plan, presented by the Parks and Buildings Manager, including repairs to be carried out at Anchor Park, Appletree Gardens, Churchfields Skate Park, Lords Meadow, Ridgeway Drive, Westward Ho! and Wren Close would be carried out or returned to this committee for decision as appropriate.

It was **agreed** to carry out repairs to the 1 Bay 2 Seat Cradle swing Crux/T connectors at Anchor Park, and to paint the Churchfields Skate Park in Blue Anti – Graffiti paint.

**Proposed** Cllr Bach, Seconded Cllr Tait (all in favour)

**ACTION POINT: All work identified for future years should be included in the budgets going forward to ensure that the necessary funds are reserved and available when the work is required.**

**2501/560 To consider scheduling the next annual Play Area Inspections (January 2026)**

It was **resolved** to agree the scheduling of the next Play Area Inspection for January 2026 at the cost of £805 (exVAT).

**Proposed** Cllr Bach, Seconded Cllr Tait (all in favour).

**2501/561 To note the plans for formal Tennis provision at the courts in 2025, as agreed at Finance Committee in January 2025**

This was noted.

There being no further business the meeting closed at 8:01pm.

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

Chair’s initials