

**Northam Town Council – Minutes of the Parks and Recreation committee meeting held
26th March 2025 at 6.30pm in the Town Hall, Windmill Lane, Northam.**

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

In attendance: Ian Rawle – Parks & Buildings Manager.
Barbara Potts and Brian Russell – Volunteer Gardeners (Westward Ho! Park).
Christine Hutchins – Friends of Westward Ho! Park (FOTWHOP).

**2503/682 To receive and approve apologies for absence, in accordance with Local
Government Act 1972 s85(1)**

All elected members were present.

2503/683 Chair's Announcements

There were none.

2503/684 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.

2503/685 To agree the agenda as published

It was **resolved** to agree the agenda as published.

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

2503/686 Recreation Committee held on 25th September 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 Newman-McKie (all in favour).

2503/687 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 other than volunteer gardeners
and Christine Hutchins FOTWHOP, who would be invited to contribute at the
relevant time.

2503/688 To receive an update on actions

The Action table is presented overleaf.

Action		November 2024	January 2025	March 2025
1	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	The contractor will undertake the works in April 25. Date TBC ONGOIG
2	To consult the community on the use of outdoor gym.		INCOMPLETE	The committee has decided to remove the gym equipment due to safety concerns regarding its current condition COMPLETE
3	Churchfields Skate Park – paint and ‘graffiti’.	The Parks & Recreation Manager has been in discussion with a graffiti artist ONGOING		This committee agreed it would remain as painted now until it is next refurbished. COMPLETE
4	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		The work has been completed by the installer. The condition will continue to be monitored. COMPLETE
5	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		The work has been completed by the Maintenance Team. COMPLETE
6	Actions arising from Play Inspection Reports			On the agenda ONGOING
7	Schedule Play Inspection Reports for 2025-26			Scheduled for January/February 2026 COMPLETE

2503/689 To receive an update on the actions arising from the annual play inspection reports

It was acknowledged and confirmed that the works and repairs outlined in the Playpark Action Plan would commence this week.

2503/690 Westward Ho! Park

- a. To receive an update from the Chair of FOTWHOP and a representative of the volunteer gardeners at Westward Ho! (verbal)
The Chair of FOTWHOP gave a Financial update and discussion for the possibility of a Fund-raising event, involving a Hog Roast and Barbecue to link with the event at the tennis courts in May half-term. It was noted NTC Insurance would cover the event.

Action point: Discuss with The Town Clerk and Community Engagement Officer and prepare a risk assessment.

The Chair of FOTWHOP requested the scattering of ashes in the Sensory Garden at Westward Ho! Park.

Action point: raise with Town Clerk. Further discussion required with The Town Clerk regarding the feasibility of this.

Barbara Potts gave an update on recruiting volunteers and the challenges in recruiting.

Action point: Further discussion required with The Town Clerk and Community Engagement Officer to explore opportunities to promote volunteering.

- b. **Barbara Potts** requested the Council consider installing of CCTV at Westward Ho! Park in response to a recent increase in vandalism within the park.
Action point: Further discussion required with The Town Clerk on the costings of installation and location.
- c. To receive an update on plans for the Pavillion building (verbal)
It was noted that the officers planned to install Picture boards in windows of the Pavillion Building in Westward Ho!
Action point: Costing and design would be considered by the Finance Committee in due course.
It was noted that future plans for the Pavillion Building at Westward Ho! Park would be resumed after the completion of works at Northam Hall.
Action point: All funding avenues would be explored in due course.
- d. To receive update on tennis plans for summer 2025 as agreed at Finance Committee (confidential report attached)
This was noted.
- e. To consider a project to install a MUGA on the space left by the 4th court, referred from Full Council (March 2025) (to follow)
It was discussed that there are potential plans to install a Multi-Use Games Area (MUGA) on the western side of the tennis courts. The proposed area would be designed for use in football, basketball, and netball.

2503/691 Anchor Park

a. To receive an update on works at Anchor Park

i. Planting update (verbal)

It was noted that two wildflower areas had been sown, along with hazel, rowan, and beech hedging planted along the new fencing.

ii. Fencing installation (verbal)

It was noted that new post and rail fencing had been installed by the Maintenance Team.

2503/692 Wren Close

a. To receive an update on works undertaken (verbal)

The Parks and Buildings Manager provided an update on the removal of the tree at Wren Close and the planting of an additional five trees at Burrough Farm to compensate for the loss.

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

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