

**A meeting of the Recreation and Amenities Advisory Committee
of Halberton Parish Council
will be held in the Committee Room at Village Hall, Halberton
on Wednesday, 25 March 2026 at 7.00pm**

All Members of the Recreation and Amenities Advisory Committee are summonsed to attend for the purpose of transacting the business specified in the Agenda below.

Susan McGeever
Clerk, Halberton Parish Council
18 March 2026

AGENDA

ITEM		REPORT PAGE
1	Apologies	
2	Declaration of Interest	
3	Public Forum	
4	Approval of the minutes of the meeting on 28 January 2026	3-11
5	Halberton Recreation Ground - ROSPA visit (March 2026) - Outstanding actions	
6	The Mead - Devon Air Ambulance Landing Mast - Teenage equipment / S106 funding - Path to Car Park - Gate onto pathway	
7	Community Growing Area - Schedule of works to clear the area for planting	
8	Cemetery and Green Burial Area - Upgrading the paths - Upgrading the entrance - Benches - Noticeboard - Contents of shed - Green Burial Area	
9	Footpaths - P3 Scheme - Permissive Paths	

10	Platinum Jubilee Car Park and Amenity Area - Tree heights - Additional parking - Improving the amenity area	
11	Ground Maintenance - Pond Hill Flower Bed - Tiverton End Flower Bed - Grass areas falling under the Parish Council's jurisdiction - Consideration of clearing pavements and other areas - Tree report	
12	Asset Maintenance - Bus shelters - Milestone - Salt bins - Defibrillators - Noticeboards - Bins (various) - Telephone Box - Pump - Benches, picnic tables and lamp posts	
13	Discussion of producing an action plan and a method for accountability	
14	Dates of next meeting - 27 May 2026	

4	Approval of the minutes of the meeting on 28 January 2026	
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Minutes of the
Recreation and Amenities Advisory Committee
of Halberton Parish Council
Wednesday, 28 January 2026

Present: Councillors Campbell (Chair), Batchelor, Browse, Slade and Strange together with the Clerk, Mrs S McGeever.

Councillor Campbell opened the meeting at 7pm.

1. Apologies

Apologies had been received from Councillors Fairclough, Furmedge and Graham.

2. Declaration of Interest

There were no declarations of interest.

3. Public Forum

The following items were raised in the public forum:

- Signage for footpaths
- Pond area
- Volunteers to do the pond hill flower bed and the disposal of waste
- Village Hall noticeboard to reflect updated Parish Council information

4. Approval of minutes

The minutes of the last meeting were approved as a true record and duly signed by Councillor Browse given that Councillor Campbell had not been present at the meeting.

5. Halberton Recreation Ground

ROSPA visit (March 2026)

Councillor Campbell advised that there were no significant works to be done prior to the ROSPA visit.

Outstanding actions

The Clerk was creating a spreadsheet to cover all actions relating to the Recreation Ground.

The spreadsheet would include weekly tasks, monthly tasks, yearly tasks and short, medium and long term aims and be published on the website.

Weekly – inspect all equipment, furniture and fencing.

Short term tasks:

- Mend climbing net
- Tie up fencing/speak to school
- Add surface if required
- Basketball signage on backdrop
- Brambles by basketball
- Lift swing
- Missing equipment
- Mend gate area

A thank you was given to the four-person team that carried out the weekly play park inspections.

All WhatsApp groups would operate a 7-day delete following the advice given in respect of Assertion 10.

6. The Mead

Devon Air Ambulance Landing Mast

The mast should be checked for any damage on a regular basis.

As per the Recreation Ground, the equipment, gates and fence should be inspected regularly.

Councillor Campbell would set up a Google form.

Teenage equipment / S106 funding

The Clerk had provided quotes for shelters and table tennis tables.

The committee RESOLVED the following items should be put forward to the Parish Council:

- Purchase of hinged bottoms for the goal nets
- Purchase of a shelter – preferred option Buttercup Playground Shelter (green and brown)
- Purchase of an outdoor table tennis

The funding would be through S106 monies.

Path to Car Park

Clerk to obtain quotes.

Gate onto pathway

Clerk to obtain quotes.

The Clerk would also look at the fencing and ascertain work required and obtain a quote.

7. Community Growing Area

No action had been taken on the community growing area.

It was agreed that a schedule should be made for spraying and ploughing and that half the area should be put to grass. One quarter to wild flower and one quarter to actual growing area in 2026 with a start date for planting of 1 May 2026. Manure could be provided.

The Clerk would obtain quotes for spraying and for spraying courses.

Councillor Batchelor would provide a 1000l butt.

8. Cemetery and Green Burial Area

A number of actions were required:

- Upgrading the paths (long term)
- Upgrading the entrance (long term)
- Benches to be put in place
- Noticeboard to be put in place
- Contents of shed to be recorded
- Green Burial Area (strimming and re-seeding with wildflowers)
- Spoil tip removed and gate cleared

9. Footpaths

P3 Scheme

Councillor Furmedge and the Clerk oversaw the scheme and the annual walk of footpaths would take place in early spring. The paperwork had been received.

Permissive Paths

Monies had been set aside for the Jubilee Path to become a Sensory Path by planting aromatic plants and herbs.

Action: Clerk to investigate

The Greenway path required additional gravel to put in place. The Parish Council had approved a budget.

Permissive Path signage

Both paths should carry signage indicating they are permissive paths and they should close for one day. The normal day being Michaelmas.

Jubilee Path Gates

Clerk to contact DCC about gates leading onto the farmland.

Grit Bin

The Clerk would submit a locality budget bid for the grit bin.

10. Platinum Jubilee Car Park and Amenity Area

The following items needed consideration:

Tree heights

Consideration needed to be given to the height of the trees in the amenity area.

Additional parking

The option to provide additional parking was being considered.

Improving the amenity area

It was agreed the amenity area should be strimmed back completely.

11. Ground Maintenance

Pond Hill Flower Bed

The Clerk was awaiting a quote to clear the flower bed.

Smaller work could be carried out by volunteers.

Tiverton End Flower Bed

This would be planted up in the spring.

Grass areas falling under the Parish Council's jurisdiction

The Parish Council cut all areas under its jurisdiction.

The Clerk was awaiting a quote for clearing pavements and other areas.

Councillor Browse asked that the path from Willand to Waterloo Close be cleared.

12. Asset Maintenance

The following items were noted but no action was required.

- Bus shelters
- Milestone
- Salt bins
- Defibrillators
- Noticeboards
- Bins (various)
- Telephone Box
- Pump
- Benches, picnic tables and lamp posts

13. Discussion of producing an action plan and a method for accountability

The Clerk would produce an action plan and thought would be given to a method of accountability.

Costings could be included in the action plan and it could be published after each meeting to show progress.

12. Dates of next meetings

The dates of the next meetings would be:

- 25 March 2026
- 27 May 2026