

**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, 29 July 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
20 July 2026

AGENDA

ITEM		REPORT PAGE
1	Apologies	
2	Declaration of Interest	
3	Public Forum	
4	Approval of the minutes of the meeting on 27 May 2026	
5	Halberton Recreation Ground - Update on actions identified at the last meeting	
6	The Mead - Update on actions identified at the last meeting to include - Devon Air Ambulance Landing Mast - Teenage equipment / S106 funding - Path to Car Park - Gate onto pathway	
7	Community Growing Area - Update on actions identified at the last meeting	
8	Cemetery and Green Burial Area - Update on actions identified at the last meeting including - 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 - Update on actions identified at the last meeting - Tree heights - Additional parking - Improving the amenity area	
11	Ground Maintenance - Update on actions identified at the last meeting - 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 on action plan and a method for accountability	
14	Dates of next meeting 30 September 2026	

4	Approval of the minutes of the meeting on 27 May 2026	
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**Minutes of the Recreation and Amenities Advisory Committee
of Halberton Parish Council
Wednesday, 27 May 2026**

Present: Councillors Campbell (Chair), Browse, Fairclough, and Slade.

Councillor Campbell opened the meeting at 7.00pm at the Committee Room, Village Hall, Halberton.

1. Apologies

Apologies had been received from Mrs S McGeever (Clerk), and Councillors Batchelor, Strange, Graham, and Furmedge.

2. Declaration of Interest

There were no declarations of interest.

3. Public Forum

No members of the public were present.

4. Approval of minutes

The minutes of the last meeting held on 25 March 2026 were approved as a true record.

5. Halberton Recreation Ground

Outstanding actions:

- **Climbing Net:** The climbing net had been welded up but has failed again. Councillor Campbell is to advise the Clerk of the supplier and cost for a full replacement.
- **Fencing/School:** Councillor Campbell to chase a response to his email regarding the school fence.
- **Swings:** The swings still need to be raised as they are too low to the safety surface. *Action: Councillors Campbell and Batchelor.*
- **Toddler Swings:** In addition to the climbing net, Councillor Campbell will investigate the cost of replacing the toddler swings, as the rubber components are starting to fail.
- **Basketball Backdrop Signage:** The Clerk still requires information on the backdrop size for the basketball hoop. Councillor Campbell and Councillor Batchelor will measure this when on-site to raise the swings.
- **Brambles by Basketball Hoop:** Clerk to contact the contractor regarding overgrown brambles.
- **Moss on Maypole Surface:** Councillor Browse is still planning to treat the moss on the maypole surface during dry weather.
- **Safety Inspections:** Weekly safety inspections continue to be carried out regularly.

6. The Mead

- **Inspections:** Councillor Campbell reported that he would set up a Google Form to facilitate regular safety inspections of the Mead area, including equipment, gates, and fences.
- **Teenage Equipment & S106 Funding:**
 - It was unclear whether responses had been received from all utility providers. Councillor Campbell to check with the Clerk regarding utility logs to confirm the final location for the teenage shelter.
 - Councillor Campbell has supplied a photograph of the bottom of the football nets to the Clerk to assist with purchasing the hinged bottoms.
- **Dog Restrictions & Signage:** Following concerns raised by a school parent regarding dogs accessing The Mead, the committee clarified that there is currently no formal restriction on dogs in the area. However, it was agreed that robust signage is required to clearly state that the space is primarily a

children's recreation area, not a dog exercise area, with a strict "no fouling" policy. Councillor Campbell will ask the Clerk to place this item on the agenda for the next full Parish Council meeting, where formatting and specific wording options will be reviewed.

- **Fencing Quotes:** A follow-up is required with the Clerk regarding whether the requested quotes for replacing sections of the fencing have been received.

7. Community Growing Area

- **Site Preparation & Sowing:** A small strip of the area has been successfully power-harrowed thanks to Councillor Browse. The Beaver Scouts have since sown wildflower seeds procured by Councillor Batchelor.
- **Weed Management:** A significant bindweed issue across the majority of the site prevented complete power-harrowing before spraying could occur. Councillor Campbell and Councillor Fairclough met with school representatives who expressed great enthusiasm for using the site but requested that their designated area not be sprayed. Consequently, bindweed was sprayed across the remaining areas, excluding the school plot and the active cultivation area (covering approximately one-quarter of the site).
- **School Plots & Weed Membrane:** An area has been marked out for school use. Due to the bindweed, the committee recommended providing a weed membrane for the school to plant through. Councillor Fairclough offered to assist Councillor Campbell in installing the membrane over the four prepared school plots if they accept this approach.
- **Tool Storage & Maintenance:** Storage for tools and equipment is highly desired by individual growers and the school. The committee discussed purchasing a small plastic garden storage chest (non-permanent structure). Councillor Campbell will research options, check if he has a suitable container available, and run it past the Clerk for approval. Black plastic will be used in a fiddly corner of the site to suppress weeds; Councillor Browse offered to supply the plastic.
- **Water Supply:** Councillor Batchelor has installed a 1000-litre IBC water container - on loan for the year - which Councillor Campbell has partially filled twice.. Filling is slow and time-consuming involving filling 500l bladder at home and then pumping into the IBC. A leak was noted, which Councillor Browse offered to inspect. While useful during this dry spell, this is not a long-term solution. School growers have inquired about rainwater harvesting options, prompting discussions around a small shed or structure for water collection.
- **Site Aesthetics & Promotion:** Councillor Browse suggested planting a 1m x 10m border of Sweet William flowers for residents to pick and take home to enhance the area's appearance. Councillor Campbell agreed to purchase and plant these seeds, along with sunflower seeds harvested from the site last year. Councillor Campbell apologised for being unable to organize promotional activities at the Duck Race on 9 May.

8. Cemetery and Green Burial Area

Councillor Slade reported that all actions for this area remain outstanding. Councillor Campbell will pass this update to the Clerk to chase progress on the following items from the previous minutes:

- Upgrading the paths and entrance (long-term aims).
- Installation of benches (*Action: Councillors Batchelor and Browse*).
- Installation of the noticeboard (*Action: Councillor Batchelor*).
- Recording the contents of the shed (*Action: Councillor Batchelor*).
- Strimming and re-seeding the Green Burial Area with wildflowers (*Action: Contractor via Clerk*).
- Removal of the spoil tip and clearing the gate (*Action: Grave digger via Clerk*).
- Ensuring compliance regarding grass collection between memorial stones (*Action: Clerk to contact Contractor*).

9. Footpaths

- It was noted that Councillor Furmedge had submitted queries in his absence, which the Clerk has answered.

- **Proposed Path (Lower Town to Cemetery):** A brief discussion took place regarding the proposed mobility-scooter-wide path. Given the scale and significance of this project, the committee agreed it should be referred to a full Parish Council meeting for comprehensive discussion.

10. Platinum Jubilee Car Park and Amenity Area

A follow-up is required with the grounds maintenance contractor regarding the complete strimming back of the amenity area as previously agreed.

11. Ground Maintenance

- **Land Ownership Investigation:** Discussions were held regarding the poorly maintained areas on Lower Town heading out of the village (at the corner of Crown Hill and the rear of properties in Britten Close). It is understood the Clerk is currently investigating land ownership via the Land Registry to determine clearance responsibilities.
- **Parish Council Follow-up:** Councillor Campbell will check with the Clerk to ensure this Land Registry research is active, noting it was omitted from the previous Parish Council minutes.

12. Asset Maintenance

The following items were noted, but no immediate actions were required: bus shelters, milestone, salt bins, defibrillators, noticeboards, bins (various), telephone box, pump, benches, picnic tables, and lamp posts. Members noted the ongoing requirement from the Clerk to take photographs of all assets to include in the Action Plan for condition monitoring.

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

The committee noted the Action Plan.

14. Dates of next meeting

The date of the next meeting was agreed for **Wednesday, 29 July 2026**.

Summary Table of Action Points

Agenda Item	Action Description	Assigned To
5. Halberton Recreation Ground	- Advise Clerk of supplier and cost for climbing net replacement. - Investigate costs for replacing toddler swings with failing rubber. - Measure basketball hoop backdrop size with Cllr Batchelor.	Cllr Campbell / Cllr Batchelor
5. Halberton Recreation Ground	Chase response from school regarding fence.	Cllr Campbell
5. Halberton Recreation Ground	Contact contractor to clear brambles near basketball hoop.	Clerk (via Contractor)
5. Halberton Recreation Ground	Treat moss on maypole surface during dry weather.	Cllr Browse
6. The Mead	Set up Google Form for regular safety inspections of equipment, gates, and fences.	Cllr Campbell
6. The Mead	- Check with Clerk regarding utility logs to confirm teenage shelter location. - Follow up on outstanding quotes for section fencing replacement.	Cllr Campbell / Clerk
6. The Mead	Request Clerk to place Mead dog signage and wording options on the next Parish Council agenda.	Cllr Campbell
7. Community Growing Area	- Research and potentially purchase plastic garden storage container (run past Clerk). - Purchase and plant Sweet William and sunflower seeds to enhance site aesthetics.	Cllr Campbell
7. Community Growing Area	- Supply black plastic for weed suppression in corner plot. - Inspect leak in the 1000L water IBC container.	Cllr Browse
7. Community Growing Area	Assist with installing weed membrane over the four school plots if accepted.	Cllr Fairclough
8. Cemetery & Green Burial Area	Pass all outstanding actions to the Clerk to chase (benches, noticeboard, shed inventory, strimming, spoil tip removal, grass collection).	Cllr Campbell / Clerk
10. Platinum Jubilee Car Park	Follow up with grounds contractor regarding the agreed strimming back of the amenity area.	Clerk
11. Ground	Check with Clerk to ensure Land Registry	Cllr Campbell

Agenda Item	Action Description	Assigned To
Maintenance	research for Crown Hill/Brittendon Close is active.	