

Minutes of the Recreation and Amenities Advisory Committee of Halberton Parish Council Wednesday, 29 July 2026

Present: Councillors Batchelor, Browse, Fairclough, Graham, Slade and Strange.

In the absence of Councillor Campbell (Chair) and Councillor Furmedge, Councillor Slade chaired the meeting. Councillor Slade opened the meeting at 7.00pm in the Committee Room, Village Hall, Halberton.

1. Apologies

Apologies had been received from Councillors Campbell 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 27 May 2026 were approved as a true record and signed by Councillor Slade.

5. Halberton Recreation Ground

Outstanding actions:

- **Climbing Net:**

Councillor Campbell had advised (via email) that the cost of a new net was £627.00 with a carriage charge of £55.00 excluding VAT.

RECOMMENDATION TO THE PARISH COUNCIL

Given a budget of £4000 had been allocated to the Recreation Ground, the Recreation and Amenities Advisory Committee recommends that the Parish Council purchase a new net.

Action: Clerk to place on the agenda

- **Fencing/School:**

Councillor Campbell had advised (via email) that he was still chasing the school for a response.

Action: Councillor Campbell

- **Swings:**

The swings still need to be raised as they are too low to the safety surface. Safety surface to be raked on a regular basis.

Action: Councillors Campbell and Batchelor.

- **Toddler Swings:**

Councillor Campbell had advised (via email) that he was still investigating the cost of replacing the toddler swings.

Action: Councillor Campbell

- **Basketball Backdrop Signage**

Councillor Batchelor advised that he had not measured the backdrop.

Action: Councillor Batchelor

- **Brambles by Basketball Hoop:**

The Clerk had asked the contractor to cut the overgrown brambles.

- **Moss on Maypole Surface:**

Councillor Browse advised the moss on the maypole surface had been treated. In now required sweeping.

Action: Councillor Browse

- **Safety Inspections:**

Weekly safety inspections continue to be carried out regularly.

The Clerk advised that whilst obtaining costings for the fencing at The Mead, quotations were also being obtained for the fencing at the Recreation Ground.

The section from the pathway to the driveway leading to the houses was buckling believed to be due to the green screening that had been attached.

To supply and fit approx. 30m 2.4m high overlapping board fence @£86.66/m total £2599.88+ vat. The lower boards could be used if needed if needed

To supply and fit approx. 30m v-mex fencing, @ £60.16/m total £1804.80+ vat.

The fencing along the driveway was in reasonable condition but some of the posts were broken. The broken posts and amount of foliage on the fence was causing it to lean over.

Before any action was taken, the RAAC asked the Clerk to speak to the residents involved and

- a) Establish whether wire or boarded fencing would be preferred and
- b) Request residents to cut back foliage on the fence.

6. The Mead

- **Inspections:**

Councillor Campbell had advised (via email) that the new form was ready to be reviewed.

The Councillors who carried out the Recreation Ground inspections would review the document and liaise with Councillor Campbell.

- **Teenage Equipment & S106 Funding:**

The Clerk advised that the responses from the utility providers with drains, pipes, electricity supplies had been circulated in April 2026.

Information from the Devon Air Ambulance Trust had also be circulated in April together with her report from an on-site meeting with DAAT.

Information from MDDC regarding planning permissions had also been circulated.

From all the information received, the shelter could be erected in the far-right hand corner of The Mead bearing in mind that the ground did slope away towards the ditch.

Councillor Browse remained concerned, following further discussions with the police, that siting

the shelter in the remotest section of The Mead could lead to anti-social behaviour.

Actions required:

- a) Site visit from the preferred supplier
- b) DCC to be advised of the proposal and confirm for the S106 application
- c) S106 application to be completed and submitted
- d) Having secured the funds, place the order

Goalposts

The Clerk had circulated the suppliers recommendation to Councillor Campbell in April 2026. The recommendation was to replace the nets with box nets at a cost of approx. £900.

Councillor Batchelor advised that since that time, children had pegged the nets down.

The RAAC asked that the Clerk contact the contractor to see if he was happy to remove and replace the pegs when mowing.

Action: Clerk

- **Dog Restrictions & Signage:**

Councillor Campbell had circulated (via email) proposed wording for the gates leading into The Mead.

The committee felt the wording did not convey the message accurately that dogs could go around the perimeter of The Mead on leads and that all faeces should be removed by the owner.

The Clerk advised that Hemyock Parish Council had a PSPO order on Longmead which comprised football pitches and a perimeter walkway with signage that dogs could not be exercised on the pitches.

The RAAC asked the Clerk to contact the MDDC PSPO team prior to any further action being taken.

Action: Clerk

- **Fencing Quotations:**

The Clerk advised that she currently had one quotations for replacing the broken fencing and was awaiting two others.

To supply and fit approx. 60m v-mex fencing, @ £60.16/m total £3609.60+ vat.

A contractor had agreed to fix the fencing on the corner, near the gates, free of charge.

7. Community Growing Area

Councillor Campbell (via email) thanked Councillor Batchelor on his work on the weeds and planting wildflowers.

- **Site Preparation & Sowing:**

A small strip of the area was being used.

- **Weed Management:**

Councillor Campbell advised (via email) that the bindweed had been sprayed.

- **School Plots & Weed Membrane:**

Councillor Campbell reported (via email) that the school had not been able to take advantage of the site this year.

- **Tool Storage & Maintenance:**

Councillor Campbell reported (via email) that no progress had been made on acquiring a storage for tools and equipment.

The Clerk had circulated links to a number of storage units that were in the sale. The costs was not vast and if the storage unit was located on the amenity land, it may be possible to use S106 funds.

RECOMMENDATION TO THE PARISH COUNCIL

Given a budget of £4000 had been allocated to the Recreation Ground, the Recreation and Amenities Advisory Committee recommends that the Parish Council allot a budget of £250 to purchase storage.

Action: Clerk to place on the agenda

- **Water Supply:**

Councillor Campbell reported (via email) that the 1000-litre IBC water container was currently full but a more permanent solution needed to be sought.

The Clerk had circulated information on a new supply from the stopcock in the road across the car park/amenity area.

Councillor Browse advised that a nearby resident had suggested a second meter at their premises to allow the Parish Council to obtain water. This would be more cost-effective.

Councillor Browse would also investigate if there was a supply in the adjacent field.

Action: Councillor Browse

- **Site Aesthetics & Promotion:**

Councillor Campbell advised (via email) that he had been unable to plant a Sweet William border.

Other matters:

Councillor Campbell had advised (via email) that he had limited availability over the summer and had advised growers to ensure the water tap was shut tightly.

The question was raised if manure should be applied following the growing season and a cover crop planted.

Councillor Batchelor suggested planting a cover crop in mid-September.

8. Cemetery and Green Burial Area

Councillor Slade reported that all actions for this area remain outstanding.

- Upgrading the paths and entrance (long-term aims).
- Installation of benches (*Action: Councillors Batchelor and Browse*).
- Installation of the noticeboard (*Action: Councillor Batchelor/Clerk*).
- Recording the contents of the shed (*Action: Councillor Batchelor/Clerk*).
- Strimming and re-seeding the Green Burial Area with wildflowers
The Clerk has asked the contractor if this work could be done now given the lack of mowing
- Removal of the spoil tip and clearing the gate
The Clerk has contacted the Grave Digger and a meeting has been set up.
- Ensuring compliance regarding grass collection between memorial stones
The Clerk has asked the contractor to ensure the grass collection is complied with.

9. Footpaths.

- **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.

Costing would be required for a meaningful discussion.

Action: Clerk to produce a programme of works.

- Greenway path repairs
Councillor Browse advised that the field had now been cut and access with a tractor was now possible.
Action: Councillor Browse/Clerk

10. Platinum Jubilee Car Park and Amenity Area

The Clerk had spoken to the contractor to keep the whole amenity area strimmed back following the work undertaken by Councillor Browse.

11. Ground Maintenance

- **Land Ownership Investigation:**
The Clerk had circulated land registry documents provided by MDDC. These showed that there was a section of no-man's land.

The RAAC asked that the Clerk verify this information via the land registry. The Parish Council does not have a land registry account.

Action: Clerk to set up an account and obtain any necessary documentation on ownership of the section of no-man's land.

It was noted that the clearing of the land could be undertaken by volunteers.

Councillor Graham had met with a contractor regarding the work at the pond and it was advised that the work would be better undertaken by a tree contractor.

Action: Clerk

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.

Councillor Batchelor advised that she had not heard from The Barge regarding the picnic tables.

Action: Clerk

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

The committee noted the Action Plan and the ground maintenance page set up on the website.

Discussion took place on creating a volunteer group to assist with ground maintenance/pavements etc. It was suggested that the Halberton Community Association may be a good conduit for a volunteer group.

Action: Councillor Browse to raise

It was noted that Road Warden risk assessments would need to be undertaken for works involving pavements and roads. It was noted that volunteers should have completed the online course provided by DCC Highways to work under a Road Warden

Action:

Risk Assessments – Councillor Furmedge

Promotion – Councillor Campbell

Councillor Strange suggested the use of Instagram to engage with younger individuals.

The Clerk would organise online training for Councillors Batchelor, Fairclough and Strange.

Action: Clerk

It was noted that the Locality Budget might assist with the costs of a community activity.

Refreshments could be offered.

Other matters:

Noticeboard at Hitchcocks

RECOMMENDATION TO THE PARISH COUNCIL

The Recreation and Amenities Advisory Committee recommends that the Parish Council allot a budget to install a noticeboard at Hitchcocks.

Action: Clerk to place on the agenda with possible costs and suggest Locality Budget

Speedwatch

Councillor Browse advised that the group had noted over 22 vehicles going above the speed limit plus (24mph) which allowed for their details to be passed to the police.

Community Lunches

There would be a further four community lunches.

Ladies Football

A ladies team was using The Mead for training on a Wednesday night. All cars to use the car park.

Road Closure

The proposed road closure at Lower Town had not taken place.

Strimming and spraying training

It was noted the Parish Council could not replace income lost by councillors when attending a course.

14. Dates of next meeting

The date of the next meeting was agreed for **Wednesday, 30 September 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.	RECOMMENDATION TO THE PARISH COUNCIL 11/8/27
5. Halberton Recreation Ground	Chase response from school regarding fence.	CARRIED FORWARD FROM PREVIOUS MEETING Cllr Campbell
5. Halberton Recreation Ground	Raise the height of the swings	CARRIED FORWARD FROM PREVIOUS MEETING Cllr Campbell
5. Halberton Recreation Ground	- investigate costs for replacing toddler swings with failing rubber.	CARRIED FORWARD FROM PREVIOUS MEETING Cllr Campbell/ Batchelor
5. Halberton Recreation Ground	- Measure basketball hoop backdrop size	CARRIED FORWARD FROM PREVIOUS MEETING Cllr Campbell/ Batchelor
5. Halberton Recreation Ground	Contact contractor to clear brambles near basketball hoop.	REQUEST MADE Clerk
5. Halberton Recreation Ground	Treat moss on maypole surface during dry weather.	ACTIONED NEEDS SWEEPING Cllr Browse/Strange
5. Halberton Recreation Ground	Quotations for new fencing supplied by Clerk	SPEAK TO RESIDENTS RE TYPE OF FENCE AND CLEARING FOLIAGE Clerk
6. The Mead	Set up Google Form for regular safety inspections of equipment, gates, and fences.	ACTIONED FEEBACK REQUESTED FROM THOSE CARRYING OUT INSPECTIONS
6. The Mead	- Check with Clerk regarding utility logs to confirm teenage shelter location. ALL INFORMATION CIRCULATED IN APRIL - Site visit by shelter contractor - DCC to be advised of proposal - S106 application to be completed - Having established site is suitable and funding available place order	Clerk
6. The Mead	Goal posts ALL INFORMATION PROVIDED	Clerk

	- Clerk to ask contractor if nets could be pegged down	
6. The Mead	Request Clerk to place Mead dog signage and wording options on the next Parish Council agenda. SIGNAGE WAS CIRCULATED TO ALL PARISH COUNCILLORS - Research possibility of a PSPO	Clerk
6. The Mead	Follow up on outstanding quotations for section fencing replacement. ONE QUOTATION GIVEN AT THE MEETING – TWO OTHERS AWAITED Loose wiring will be repaired at no cost	Clerk
7. Community Growing Area	- Supply black plastic for weed suppression in corner plot.	Cllr Campbell SCHOOL NOT USING SITE IN 2026
7. Community Growing Area	- Research and potentially purchase plastic garden storage container (run past Clerk).	Cllr Campbell BUDGET RECOMMENDATION TO THE PARISH COUNCIL
7. Community Growing Area	- Purchase and plant Sweet William and sunflower seeds to enhance site aesthetics or autumn ground coverage	Cllr Campbell
7. Community Growing Area	- Inspect leak in the 1000L water IBC container.	ACTIONED
7. Community Growing Area	Research possible water supplies closer to the site than the road	Cllr Browse
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 ONGOING
9. Footpaths	New permissive path - Programme of works	Clerk
9. Footpaths	Greenway permissive path - Repairs to fencing - Gravel	Cllr Browse/Clerk
10. Platinum Jubilee Car Park	Follow up with grounds contractor regarding the agreed strimming back of the amenity area.	ACTIONED
10. Platinum Jubilee Car Park	Pathway to The Mead	Quotation awaited Clerk
10. Platinum Jubilee Car Park	Car park matting	Cllr Browse
11. Ground Maintenance	Check with Clerk to ensure Land Registry research for Crown Hill area MDDC INFORMATION CIRCULATED - Instigate own land registry search	Clerk

13. Action Plan	Potential for a working group organised through the Halberton Community Association	Cllr Browse
13. Action Plan	Noticeboard for Hitchcocks	RECOMMENDATION TO PARISH COUNCIL