



MANAGEMENT COMMITTEE

BARNSTAPLE TOWN COUNCIL
BARUM HOUSE, THE SQUARE
BARNSTAPLE, DEVON, EX32 8LS
Charity Number 4014176

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Town Clerk Mr Will Austin BA (Hons)

There will be a meeting of the **ROCK PARK TRUST MANAGEMENT COMMITTEE** on **WEDNESDAY 5TH OCTOBER 2016** at **1.00pm** in the **GUILDHALL, BUTCHERS ROW, BARNSTAPLE**, to which you are summoned for the transaction of the undermentioned business.

Mr W Austin
Town Clerk
29th September 2016

MEMBERSHIP OF COMMITTEE:

Councillors: *Mrs J Hunt (Mayor and Committee Chairman)*
 I Roome (Deputy Mayor - ex officio)

*S P Upcott, Mrs V Elkins, Mrs E Davies, M Kennaugh, I Williams,
G Langford, L Dawson and Mrs A Dawson*

AGENDA

1. Apologies for absence.
2. To receive any declarations of interest and note any dispensations.
3. Minutes – to confirm as a correct record the minutes of meeting held on 13th July 2016 (attached).
4. Requests for use/hire of Rock Park – to receive information on applications for the use/hire of Rock Park.

No new applications are tabled with the agenda for consideration. The following has been authorised under delegation:

- 2nd July 2017 – Race for Life (subject to up-to-date public liability insurance and risk assessment. Organiser: Cancer Research UK)
5. Report from Town Clerk on management matters and budget monitoring report – to consider the reports and agree any actions arising.

BARNSTAPLE TOWN COUNCIL

MINUTES of the ROCK PARK TRUST MANAGEMENT COMMITTEE meeting held on WEDNESDAY 13TH JULY 2016 COMMENCING AT 1.00PM in the Guildhall, Barnstaple.

Present: Cllr Mrs J Hunt (Chairman)
Cllrs S Upcott, Mrs J Hunt, Mrs E Davies, M Kennaugh, I Williams, G Langford, and L Dawson.

Also present: W Austin (Town Clerk), Dan Smith (Friends of Rock Park)

RP100 APOLOGIES

Apologies were received from Cllrs Mrs V Elkins, I Roome and Mrs A Dawson.

RP101 DECLARATIONS OF INTEREST AND DISPENSATIONS GRANTED

Cllr Mrs J Hunt, as a member of North Devon Council, has dispensation under S.O.66 to discuss and vote on all items on the agenda unless the item concerns a legal or financial agreement or dispute between the two authorities.

RP102 MINUTES OF THE MEETING HELD 7TH OCTOBER 2015

RESOLVED: That the minutes of the meeting held on Wednesday 13th June 2016 be approved as a correct record and signed by the Chairman.

(4, 1abs)

RP102 REQUESTS FOR THE USE/HIRE OF ROCK PARK

The Clerk reported that no new applications had been tabled with the agenda for consideration, but that two applications had been authorised under delegation between meetings due to a need for a decision well in advance of the events:

- 6th to 7th August 2016 – Refugee Challenge. Organiser: Unite Community
- 4th September 2016 – Colour Me Happy. Organiser: North Devon Hospice

RESOLVED: That the delegated decisions be noted.

(NC)

RP103 CLERK'S REPORT AND BUDGET MONITORING STATEMENT

Budget monitoring reports for May and June had been tabled prior to the meeting. The Clerk reported that he had no issues of concern to raise.

The Clerk further reported on the following maintenance issues:

- **Play area** – The Play Area Inspection Company had carried out its inspection and the issues raised were minor and were being dealt with under general maintenance.
- **Basket swing** – the swing had been damaged recently due to its misuse by a large group (14 people at once). Quotes for repair/replacement were being sought.
- **Sandpit** – the edges had been levelled as the logs were beyond repair and were identified as a 'fall hazard'. New sand had been added.
- **Adult gym** – the skiing equipment had broken and a claim had been made for repair/replacement under warranty. Matting was also to be installed to prevent the holes that appear in front of the apparatus.
- **Boundary protection** – most of the boundary logs were in place but there were a few gaps and drop posts to be installed.
- **Defibrillator** – this was due to be installed by end of August.
- **Flagpole** – this had been repaired and refurbished as the shroud was loose.

Councillors requested dates to be circulated for the installation of the water feature and the defibrillator, and that the latter should be given priority. They also requested that the Clerk clarify the position in relation to the removal of wreaths from the War Memorial.

RESOLVED: That the Clerk action the points raised.

(NC)

Meeting closed 1.28pm

Chairman.

Signed.....

Dated.....