

**Minutes of Okehampton Town Council Parks Committee Meeting held on  
Monday 20<sup>th</sup> November 2017 at 7.30pm in the Council Chamber,  
Town Hall, Okehampton**

**Committee Members Present:** Councillor Mrs C Marsh (Chairman)  
Councillor Miss C Holt (Vice Chairman)  
Councillor Mrs J Goffey (Town Mayor)  
Councillor T Leech (Chairman, Planning)  
Councillor Mrs J Yelland (Chairman, Policy & Resources)  
Councillor D Weekes (Chairman, Property)  
Councillor R Rush  
Councillor Mrs J Carpenter  
Councillor M Ireland  
Councillor B Tolley

**Other Members Present:** Councillor Mrs V Cushing  
Councillor Mrs S Parkins

**In Attendance:** E James (Town Clerk)

		Action
348	<b><u>Declaration of Interest</u></b> - None	
349	<b><u>Apologies for Absence</u></b> - Apologies were presented on behalf of Cllr's Cummings and Weekes.	
350	<b><u>Deferment of Business</u></b> – None	
351	<b><u>Members' Questions</u></b> - None	
352	<b><u>Minutes</u></b> - The minutes of the Parks Committee meeting held on 25 <sup>th</sup> September 2017 were approved and signed by the Chairman on the proposition of Cllr Leech, seconded Cllr Goffey.	
353	<b><u>Matters Arising</u></b> –	
353.1	<b><u>Simmons Park Car Parking Charges</u></b> – The procedure for amending the Car Parking Order had been received. On the proposition of Cllr Leech, seconded by Cllr Tolley, it was <b>RESOLVED</b> to proceed with the addition of a new 3 hour charge.	Clerk
353.2	<b><u>Clapps Wood Boundary Maintenance</u></b> – The Committee noted that the footpath through the woods had been closed for 24 hours from 0900 on 23 <sup>rd</sup> October 2017. A tree inspection had been undertaken and the report was awaited.	
353.3	<b><u>Jubilee Bridge</u></b> – Redecoration work was on hold, to be recommenced in May/June 2018. A bid for a TAP funding grant for works following the flooding damage in August had been granted.	
354.4	<b><u>Lighting</u></b> – A second quote for repairs to the external lights was awaited. Cllr Goffey suggested that additional lighting throughout Simmons Park would be beneficial to members of the public. Cllr Marsh reported that there was a restriction on lighting in the park, a similar request in approximately 2001 having been refused due to the environmental impact.	

355	<p><b><u>Park Bookings</u></b> - The Committee had received a request to hold an event in the park:</p> <ul style="list-style-type: none"> <li>• A request from Okehampton Rotary Club to hold the annual Rotary May Fair in the park on 27<sup>th</sup> May 2018.</li> </ul>	
	<p>The request was noted and approved by the Committee subject to provision of the usual insurance liability indemnities and completed documentation.</p>	Clerk
356	<p><b><u>New Running Track/Football Field Proposal</u></b> – No further information as requested in July had been received from the proposers. An email of support from an officer of SHDC/WDBC was read and noted.</p>	
	<p>On the proposition of Cllr Ireland, seconded by Cllr Yelland, it was <b>RESOLVED</b> to <u>not support</u> the proposal on the grounds that further information requested in July had not been forthcoming, and concerns which included; the detrimental visual, environmental and ecological impact the additional lighting and fencing would have, the detrimental effect upon the open space aspect of the park, and that access and use of land which had been left for the people of Okehampton would be restricted.</p>	Clerk
357	<p><b><u>Football Club</u></b> – Cllr Tolley declared an interest being a FC Committee member.</p>	
	<p>Cllr Marsh reported regarding the existing 99 year lease with the club and that no charges were made to them for the use of the pitch. On the proposition of Cllr Ireland, seconded by Cllr Goffey, it was <b>RESOLVED</b> not to make any changes to the lease agreement and conditions, and to continue to support the club.</p>	
358	<p><b><u>Putting Green</u></b> – Cllr Marsh reported on a recent meeting with the Club Committee, who had once again issue a putting challenge to the Town Council to take place on a Monday, to be arranged. A meeting place for the club had been agreed by the Leisure Centre as had a location for a storage cupboard and block bookings for their club meetings. Advertisement of the facility was required in the spring, the flags would be repainted and score cards provided for members of the public by OTC.</p>	Cllr Marsh Clerk
359	<p><b><u>Dog Control/Public Space Protection Orders</u></b> – Cllr Leech reported that existing Dog Control Orders did not specifically cover Simmons Park. WDBC Dog Control Orders are in the process of being converted to Public Space Protection Orders and consideration was given to the proposals. It was noted that specific area such as skate parks needed to be enclosed in some way before they would be covered by the order and that there would be no additional resources available to enforce any such orders.</p>	
360	<p><b><u>Budget 2018-19</u></b> – On the proposition of Cllr Goffey, seconded by Cllr Yelland, it was <b>RESOLVED</b> to discuss this item of business later in the meeting under Part 2.</p>	
361	<p><b><u>Asbestos</u></b> – It was noted by the Committee that a survey being undertaken on 22<sup>nd</sup> November would incorporate structures within Simmons Park.</p>	
362	<p>Cllr Marsh tabled the proposed design of new information boards to be sited in Mill Road and Waitrose car parks being commissioned by ORIG.</p>	
363	<p><b><u>Members' Reports and Reminder for Agenda Items</u></b> -</p>	

(i) **Children's Centre** (Cllr Leech) – No meeting

(ii) **North Dartmoor Search & Rescue Group** (Cllr Ireland) – Cllr Ireland reported that the opening of the new centre had taken place on 4<sup>th</sup> November, was well supported and reported on Spotlight news. The new project was the purchase of a control vehicle towards which a government grant had been received.

(iii) **Okehampton Community Archive** (Cllr Holt) – It was reported that a grant had been received from OTC. A recent coffee morning had raised just under £200, the next being on 9<sup>th</sup> December.

(iv) **Okehampton Community Recreation Association (OCRA)** (Cllr Tolley) – Four meetings had been held since the last Parks Committee meeting and in October three new trustees had been elected. Cllr Tolley thanked Karen Percival for her assistance. The next meeting was on 10<sup>th</sup> January.

(v) **Parklands Leisure Centre Users Group** (Cllrs Leech & Marsh) – Cllr Marsh reported that some new gym equipment was due to be installed this month along with some flooring. Air Conditioning was still an issue. Cllr Leech advised that he had missed the meeting as the date had not been circulated. The next meeting was on 6<sup>th</sup> December. Cllr Leech also requested the status of the legal contract.

(vi) **Youth Issues/Room 13** (Cllr Marsh) – No issues or update to report.

Clerk

## **PART TWO ITEMS**

It was **RESOLVED** that under section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 that the public and press be excluded from the meeting for the following item as it involves the likely disclosure of sensitive and confidential information. Proposed by Cllr Leech, seconded by Cllr Ireland.

**364** **Budget 2017-18** – The Committee considered the requests submitted by the Park-Keeper and in general it was agreed that they would be incorporated into the first draft of the budget, with some adjustments having been suggested. The bandstand projected was noted as potentially being of benefit but that this could be taken on by a separate group for progression in the future. Income figures for Simmons Park to be checked for accuracy.

A motion to suspend Standing Order 3 (z) to permit extension of the meeting was proposed by Cllr Goffey, seconded Cllr Yelland, and **agreed**.

**365** **Transfer of Assets** – Cllr's Yelland and Leech declared an interest being WDBC members.

Cllr Marsh reported on a meeting held recently with members of WDBC, herself and the Clerk. A revised Heads of Terms dated 7<sup>th</sup> November had been produced by WDBC which were discussed.

On the proposition of Cllr Goffey, seconded by Cllr Ireland, (two abstentions) it was **RESOLVED** to request that Item 8 be removed.

On the proposition of Cllr Rush, seconded by Cllr Tolley, (two

**Action**

abstentions) it was **RESOLVED** to request that Item 9 also be removed.

Dates quoted in Items 10 and 11 to be checked.

Clerk

On the proposition of Cllr Goffey, seconded Cllr Yelland, it was **RESOLVED** to exit Part Two and ratify decisions made in Part Two.

The meeting closed at 9.40pm.

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**Councillor Mrs C Marsh**  
**Chairman**

A large, stylized signature in a grey grid pattern. The letters 'C' and 'M' are on the left, and 'D' and 'M' are on the right, all in a bold, italicized font.