

**Minutes of Okehampton Town Council Parks Committee held on  
Monday 23 January 2017 in the Council Chamber, Town Hall, Okehampton at 6.30 pm**

**Committee Members Present:** Councillor Mrs C Marsh (Chairman)  
Councillor Miss C Holt (Vice Chairman) [from 6.45 pm]  
Councillor Mrs J Carpenter  
Councillor Dr M Ireland  
Councillor B Tolley  
Councillor D Weekes  
Councillor Mrs J Goffey (Town Mayor)  
Councillor T Leech (Chairman, Planning)

**Other Members Present:** Councillor Mrs V Cushing  
Councillor P Vachon  
Councillor Mrs J Yelland

**In Attendance:** P R Snell (Town Clerk)  
D Whitfield (Park-keeper)

**446. Apologies for Absence** - Apologies were presented on behalf of Cllr Rush.

**447. Deferment of Business** -

(i) **Demonstration of Imagery Recorded from the CCTV Equipment Trial** - The Park-keeper, Mr David Whitfield, demonstrated the equipment's day and night capabilities using a selection of still images and video clips and some printed images. There was an opportunity for questions and discussion on the suitability of lenses for detailed recording.

(ii) No public presence.

**448. Members' Questions** - With reference to a previous offer to assist in voluntary dog poo clearing, the Clerk would be pursuing the offer now that he had a name to go on.

**449. Minutes** - The minutes of the Parks Committee meetings held on 21 and 28 November 2016 were approved and signed by the Chairman on the proposition of Cllr Ireland, seconded Cllr Goffey.

**450. Matters Arising** -

**450.1 Litter Bin at Macey's Terrace** - The Clerk reported a new litter and dog waste bin would be ordered shortly subject to agreeing a final technical specification.

**450.2 Grant of £500 awarded to Skate Park Group** - The Chairman reported that the Town Council had awarded a grant of £500 to the Skate Park Group for the improvement of the central spine. She was currently looking at options under consideration.

**Action**

Clerk

Cllr Marsh

**450.3 Tomography Tree Survey** - The Clerk reported that a tomography survey had been completed on two beech and one copper beech trees in the vicinity of the Park-keeper's shed and one oak at the bowling green. All were found to be in order.

**450.4 Toddler Play Area Surface Repair** - The Clerk reported that he was continuing to pursue HAGS SMP in relation to a poorly-completed surface repair at the toddler play area.

**450.5 Sophia Simmons' Memorial** - The Clerk reported that this was now work in progress. The stone mason had removed the existing fragments and was using these to inform the dimensions of a replacement memorial stone which was due for completion in about three weeks.

**450.6 Phone Box** - No development to report.

**451. Park Bookings** - The Committee had received requests for:

- Okehampton Battle of the Bands committee for a Party in the Park on Saturday 5 August 2017
- from Okehampton Rotary Club to hold a May Fair on Sunday 30 April 2017
- notification of the date for an open-air service in the Park on Sunday afternoon, 7 May 2017.

On the proposition of Cllr Leech, seconded Cllr Weekes, all three requests were agreed subject to provision of the usual risk assessment and insurance notifications.

**452. Park CCTV** - Members commented on the quality of images and agreed the primary importance of deterrence. This continues to be work in progress. Whilst the basic requirement had been agreed and a consultation with a primary supplier was ongoing, some fine tuning to some of the lenses would be requested to achieve the desired image definition.

**453. Transfer of Assets** -

- (i) The Clerk reported that Okehampton Hamlets Parish Council had expressed an interest to West Devon Borough Council in acquiring Old Town Park. The Mayor reported that a meeting between herself and Cllr Webber together with the two Clerks was scheduled for the following week. On the proposition of Cllr Ireland, seconded Cllr Marsh, it was requested that the Mayor express strong support for the Town Council to pursue taking on Old Town Park from the Borough Council if it is to be transferred.

**454. Parklands Leisure Centre** - The Committee noted that a licence to Fusion had been granted by West Devon Borough Council and that the full wording of the lease was expected to be received from West Devon Borough Council by the end of January. The Clerk reported that the next step would be to seek professional input on the possible value for ground rent in order to consider a meaningful variation to the existing lease.

Clerk

455. **Exclusive Burial Rights Policy** - The Committee noted the Clerk's report, comments and questions relating to revision of the current policy and provided the necessary information to facilitate a revised draft policy to be brought to the next meeting for consideration.

Clerk

456. **Demonstration of Polaris Off-Road Vehicle** - Comments from Members who had attended the demonstration were positive. It was noted that the vehicle would be of particular benefit in the event of the Town Council taking on additional grounds and open spaces from West Devon Borough Council. The Committee supported the purchase in principle as a budgeted item on the proposition of Cllr Ireland, seconded Cllr Goffey.

457. **Application to Name New Properties** - The Committee considered the proposed names for the new residential development in Castle Road and, after discussion, agreed to submit Castleford Way as a preferred name on the proposition of Cllr Leech, seconded Cllr Marsh.

458. **Members' Reports and Reminder for Agenda Items** -

- (i) **Children's Centre** (Cllr Leech) - Nothing new to report.
- (ii) **North Dartmoor Search & Rescue Group** (Cllr Ireland) - Next committee meeting scheduled for 16 February, with a new training programme having been introduced in blocks over a four-week period.
- (iii) **Okehampton Community Archive** (Cllr Vachon) - The group were actively seeking new premises, were in funds and had arranged a successful group social recently.
- (iv) **Okehampton Community Recreation Association (OCRA)** (Cllr Tolley) - Next meeting scheduled for February.
- (v) **Parklands Leisure Centre Users Group** (Cllr Leech) - The last meeting of the users group had been poorly attended. There was some concern about overcharging on subscriptions over two consecutive months. Fusion, the new management company, were hoping to iron out early stage teething problems in the near future.
- (vi) **Tennis Court Management Group** (Cllr Marsh) - A final meeting of the existing management group had been scheduled for the coming Wednesday.
- (vii) **Youth Issues/Room 13** (Cllr Marsh) - Fundraising for skate park development items was in progress.

**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 Weekes.

**Action**

**453. Transfer of Assets (continued)**

**459. Fridge Replacement - Park Office**

It was agreed to exit part two proceedings and to ratify decisions made in part two before the Chairman closed the meeting at 8.02 pm.

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

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