

**Minutes of Okehampton Town Council Parks Committee Meeting held on  
Monday 5<sup>th</sup> February 2018 at 7pm 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 B Tolley

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

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

	<b>Action</b>
517 <b><u>Apologies for Absence</u></b> - Apologies were presented on behalf of Cllr's Cummings, Ireland and Parkins.	
518 <b><u>Deferment of Business</u></b> – None	
519 <b><u>Members' Questions</u></b> - None	
520 <b><u>Minutes</u></b> - The minutes of the Parks Committee meetings held on 20 <sup>th</sup> November and 4 <sup>th</sup> December 2017 were <b>approved</b> and signed by the Chairman on the proposition of Cllr Yelland, seconded Cllr Goffey.	
521 <b><u>Matters Arising</u></b> –	
521.1 <b><u>Simmons Park Car Parking Charges</u></b> – A draft notice and documentation had been prepared by the Clerk and was being checked by WDBC prior to them being made public.	Clerk
521.2 <b><u>Jubilee Bridge</u></b> – Redecoration work was anticipated to be restarted in June.	
521.3 <b><u>Lighting</u></b> – The external lights had been repaired and were working correctly.	
521.4 <b><u>Clapps Wood</u></b> – The tree inspection had been carried out in November when two trees requiring attention had been highlighted. Required work would be undertaken in the spring.	Park-Keeper
521.5 <b><u>Putting Green</u></b> – Cllr Marsh reported that the Putting Club was considering submitting an application to the Town Council for the purchase of a cupboard in which to keep their personal belongings safe when playing. Space for it had been agreed by the Leisure Centre.	
522 <b><u>Park Bookings</u></b> - The Committee had received a request to hold an event in the park:	
<ul style="list-style-type: none"> <li>• A request from Wren Music to take the Lantern Procession through Simmons Park on the evening of 16<sup>th</sup> February between 5.45pm and 6.30pm.</li> </ul>	

	The request was noted and <b>approved</b> by the Committee, on the proposition of Cllr Yelland, seconded by Cllr Goffey, subject to provision of the usual insurance liability indemnities and completed documentation.	Clerk
523	<b><u>Dog Excrement</u></b> – It was noted by the Committee that there were no waste bins in the area of The Glen/Castle Road which had recently been highlighted as an area of concern by a member of the public. On the proposition of Cllr Yelland, seconded by Cllr Goffey, it was <b>RESOLVED</b> to purchase a bin and site it on a piece of grassland near The Glen, subject to the permission of Devon & Cornwall Housing Association who owned the piece of land.	Clerk
	The Clerk reported on another issue raised near the Rugby Club where a member of the public had been requested not to put dog excrement into their bins.	
524	<b><u>Abbeyford Forest Plan Consultation</u></b> – Consideration of a response was given by the Committee and it was noted by Cllr Goffey that broadleaf trees were to be introduced.	
525	<b><u>Bequest to the Town Council</u></b> – Cllr Marsh reported that a sum of money bequeathed to the Council as a percentage of a Will had been received, to be ring-fenced for use in Simmons Park, details of which to be confirmed.	Cllr Marsh Clerk
526	<b><u>Football Club Litter</u></b> – An issue with litter around the field was discussed, and Cllr Tolley advised it was on the agenda for the football club meeting on 6 <sup>th</sup> February. It was thought that rubbish blows around, partly coming from the College. On the proposition of Cllr Yelland, seconded by Cllr Goffey, Clerk to write to the College highlighting the issue and reminding them of their responsibility to keep the wall in good repair.	Clerk
527	<b><u>Urgent Items</u></b> –  <u>Big Things</u> - Cllr Marsh highlighted an email received from a UK Broadcaster regarding art projects. Details to be forwarded to Cllr's on request.  <u>Pavilion/Football Club Meeting</u> – Cllr Marsh reported on a recent meeting whereby OCRA had expanded on their vision for a sport/recreation facility, including a running track which had previously been refused by the Council. The Council had been requested to reconsider the request. It was <b>agreed</b> that before it would be reconsidered, the answers to previously posed questions would be required and that any final decision would be made by the full council, subject to statutory regulations surrounding the changing of decisions by local councils.  <u>WDBC Car Parking Strategy Meeting</u> – Cllr Marsh reported on the meeting earlier in the day when consideration was given to changes to parking charges and highlighted how this would affect local business such as Waitrose.	
528	<b><u>Members' Reports and Reminder for Agenda Items</u></b> -  (i) <b>Children's Centre</b> (Cllr Leech) – The previous manager had departed and there was no update regarding the new contract.	

- (ii) **North Dartmoor Search & Rescue Group** (Cllr Ireland) – The Clerk reported on behalf of Cllr Ireland that basic life support training was in progress and would be complete by Ten Tors.
- (iii) **Okehampton Community Archive** (Cllr Holt) – Cllr Holt reported that the bank balance was healthy and a banner was available for the advertisement of coffee mornings. The previous coffee morning raised £162, the next being on 24<sup>th</sup> February.
- (iv) **Okehampton Community Recreation Association (OCRA)** (Cllr Tolley) – The last meeting had been cancelled, the next scheduled to take place in March.
- (v) **Parklands Leisure Centre Users Group** (Cllrs Leech & Marsh) – A meeting was scheduled for 21<sup>st</sup> February, various users had been missed off the meeting list, and complaints about conditions were still being raised. An email from WDBC about progress was read out, stating that works would be taking place in the next few weeks anticipated to be complete by Easter. This included the provision of a new cycle spin studio and the upgrade of air handling in the gym and exercise studio.
- (vi) **Youth Issues/Room 13** (Cllr Marsh) – No issues or update to report.

## **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 Goffey, seconded by Cllr Vachon.

	<b>Action</b>
<p><b>529</b>     <b><u>Football Club Grass Cutting Invoice</u></b> – Cllr’s Weekes and Tolley declared an interest.</p> <p>A query regarding the dates of the cuts was discussed and on the proposition of Cllr Goffey, seconded by Cllr Leech (2 abstentions), it was <b>RESOLVED</b> not to charge for a cut of the field on 19<sup>th</sup> September.</p> <p>Cllr’s Leech and Yelland declared an interest in Min Ref’s 530 and 531 as WDBC members</p>	Clerk
<p><b>530</b>     <b><u>WDBC/Fusion Lease Agreement</u></b> – The progress made with regards to the draft lease following a meeting between WDBC, Cllr Marsh and the Clerk was reported. A discussion ensued regarding various aspects including the rent and its review period. On the proposition of Cllr Goffey, seconded by Cllr Carpenter (1 against, 3 abstentions) it was <b>RESOLVED</b> to accept and sign the lease agreement.</p>	Clerk
<p><b>531</b>     <b><u>Transfer of Assets</u></b> – Cllr Marsh reported on a response to comments made following a previous Parks Committee meeting. On the proposition of Cllr Goffey, seconded by Cllr Weekes (1 against, 2 abstentions), it was <b>RESOLVED</b> to accept and sign documentation for the transfer of all of the assets within the package to the Council.</p>	Clerk
<p><b>532</b>     <b><u>Simmons Park Car Parking Permit</u></b> – Cllr Marsh reported on an issue that had arisen earlier that day with regards to the issuing of a permit for parking in Simmons by others, and subsequent ongoing investigation.</p>	Clerk

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

The meeting closed at 8.35pm.

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