



Okehampton Town Council

Town Hall
Fore Street
Okehampton
Devon
EX20 1AA

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Emma James
Town Clerk

23rd August 2018

Dear Councillor

You are summoned to attend a meeting of the Parks Committee to be held on Monday 3rd September 2018 at 7pm in the Council Chamber, Town Hall, Fore Street, Okehampton.

Yours faithfully

Emma James
Town Clerk

AGENDA

Declarations of Interest - Members are reminded that they should declare any relevant interest regarding items on the agenda.

Urgent items - items for information only can be brought to the attention of the Committee at the discretion of the Chairman at the end of the meeting.

No decision can be taken on items not detailed on the published agenda.

1. **Apologies for Absence** - To receive apologies for absence from those Members unable to attend.
2. **Deferment of Business** – For comment by the public
3. **Visiting Speaker** – Tom Hills to speak about graffiti and CCTV
4. **Members' Questions** - To receive questions from Members regarding the workings of the Committee.
5. **Minutes** - To confirm, approve and sign the minutes of the Parks Committee meeting held on 18th June 2018.
6. **Matters Arising** -
 - 6.1 Simmons Park Car Parking Charges – Update on progress
 - 6.2 Jubilee Bridge – To note redecoration work complete
 - 6.3 Putting Green – Marketing and improvements update
 - 6.4 Sports Track Proposal – Progress update from Working Group
 - 6.5 Link Road, Grass Verge Maintenance – Grant application update
 - 6.6 Play Area Floor Surfacing – Grant application update

- 6.7 Silent Soldier – To note approval given for the siting of the 2 silhouettes at the Railway Station and Fairplace
 - 6.8 Waste bin in the vicinity of the school – to note that a bin has been purchased and sited near the school crossing
 - 6.9 Compostable dog excrement bags - Cllr Rush to provide an update
 - 6.10 Bowling Club Agreement – To note that the proposed amended agreement was forwarded to the club and that a response is awaited
7. **Bookings** - Clerk to report regarding the cancellation of the Bounce Around event on 30th August and 1st September
 8. **Graffiti** – Consideration of the visiting speaker's presentation and correspondence received requesting the provision of a graffiti wall in the town
 9. **Vandalism and Anti-Social Behaviour** – To note recent incidents in Simmons Park and other areas in the town
 10. **Noticeboards** – (Cllr Ireland) To consider the purchase and installation of large noticeboards for the display of information on the Council owned bus shelters or other suitable location
 11. **Japanese Knotweed** – To note known locations
 12. **Sculpture** - Consideration of agreement to a proposal for a sculpture to be sited in Simmons Park by a member of the public
 13. **All Saints Cemetery** – To consider approval of a request for permission to erect a headstone in the Cemetery with coloured roses thereon, this being outside of the church regulations.
 14. **Water Extraction Licence Inspection Visit** – To note the recent Inspection Report received from the Environment Agency following an inspection visit in July and response submitted
 15. **Simmons Park Parking Permits** - The committee is requested to consider authorising the Clerk the ability to issue shorter term parking permits, ie for the period of 1 week or similar period of time, at the daily parking rate, as and when requested by a member of the public
 16. **Allotments** – To note correspondence from Okehampton United Charities regarding the management and subsequent cost of the running of the allotments.
 17. **Payment of Invoices**
 - 17.1 To approve payment of invoices as per the schedule
 - 17.2 To note and ratify a number of payments that were made on 21st August, having been approved by 2 signatories, to prevent late payment charges being incurred by the Council as set out in the council's Financial Regulations Item 5.7
 18. **Members' Reports and Reminder for Agenda Items** - To receive reports from Members attending other organisations on behalf of the Council.
 - i) Children's Centre - Cllr Leech
 - ii) North Dartmoor Search and Rescue Group - Cllr Ireland
 - iii) Okehampton Community Archive - Cllr Holt
 - iv) Okehampton Community Recreation Association (OCRA) – Cllr Tolley
 - v) Parklands Leisure Centre Users' Group - Cllrs Leech and Marsh
 - vi) Youth Issues/Room 13 - Cllr Marsh
 - vii) Twinning Association – Cllr Parkins

PART TWO

Items which may be taken in the absence of the press and public.

The Committee is recommended to pass the following resolution:-

'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 items as they involve the likely disclosure of sensitive and confidential information.'

19. **WDBC/Fusion Lease Agreement** – Clerk to report on progress
20. **Transfer of Assets** – Clerk to report on a meeting held with a WDBC Officer
21. **Staffing Update** – Clerk to update as necessary