

**Minutes of Okehampton Town Council Parks Committee Meeting held on  
Monday 18<sup>th</sup> June 2018 at 7pm in the Council Chamber,  
Town Hall, Okehampton**

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

**Other Members Present:** None

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

	<b>Action</b>
101 <b><u>Apologies for Absence</u></b> - Apologies were presented on behalf of Cllrs Cushing, Marsh, Cummings and Weekes	
102 <b><u>Deferment of Business</u></b> – None	
103 <b><u>Members' Questions</u></b> - None	
104 <b><u>Minutes</u></b> - The minutes of the Parks Committee meeting held on 9 <sup>th</sup> April 2018 were <b>APPROVED</b> and signed by the Chairman on the proposition of Cllr Ireland, seconded Cllr Yelland.	
105 <b><u>Matters Arising</u></b> –	
105.1 <b><u>Simmons Park Car Parking Charges</u></b> – Legal advice had been obtained, and the Clerk was waiting for feedback from other parties before proceeding.	Clerk
105.2 <b><u>Jubilee Bridge</u></b> – Scaffolding had been erected and redecoration was in progress.	
105.3 <b><u>Putting Green</u></b> – Score cards had been provided, flags were on order and a sign was being investigated.	Clerk
105.4 <b><u>Link Road, Grass Verge Maintenance</u></b> – A grant application to fund the requested work had been submitted.	
105.5 <b><u>Art UK's Sculpture Project</u></b> – As the Council were not the owners of the majority of the items they would not be included.	
105.6 <b><u>Sports Track Proposal</u></b> – Quotations for legal advice were being sought.	Clerk
106 <b><u>Bookings</u></b> – The Committee noted the following requests.	
106.1 <b><u>OCRA</u></b> – Sports events being held over the summer; Cricket on 6 <sup>th</sup> June, Orienteering 13 <sup>th</sup> June, Sports and Fitness Festival 7 <sup>th</sup> to 22 <sup>nd</sup> July.	
106.2 <b><u>Anderton and Rowland Fair</u></b> – 4 <sup>th</sup> to 10 <sup>th</sup> June and 14 <sup>th</sup> to 20 <sup>th</sup> October	
106.3 <b><u>Okehampton Carnival Committee</u></b> – Jaunt in Your Jammies, event now taking place on 22 <sup>nd</sup> September and not in July.	

106.4	<u>Bounce Around South West</u> – A request to hold an inflatable theme park in Simmons Park on 31 <sup>st</sup> August and 1 <sup>st</sup> September was <b>APPROVED</b> on the proposition of Cllr Tolley, seconded by Cllr Leech, at a charge of £200, plus a £500 refundable deposit, providing that the required insurance, risk assessments and method statements were in place.	Clerk
107	<u>Safety Inspections</u> - The Briefing note was noted by the Committee.	
108	<u>Play Area Floor Surfacing</u> – The Committee noted that the Clerk had submitted an Award for All Grant bid for funds to assist with the cost of resurfacing of the play area adjacent to the Leisure Centre.	
109	<u>Silent Soldier</u> – On the proposition of Cllr Yelland, seconded by Cllr Ireland (2 abstentions), it was <b>RESOLVED</b> to purchase 2 silhouettes (No's 1 and 5) commemorating 100 years since end of WW1 at a cost of £300. Locations suggested; East Street, West Street, Railway Station and Fairplace.	Clerk
110	<u>Dog Excrement/Bins</u> -	
110.1	Further consideration was given to the placement of a dog waste bin in the vicinity of The Glen. On the proposition of Cllr Yelland, seconded by Cllr Leech, it was <b>RESOLVED</b> not to place a new bin in this location due to a waste bin already being in the locality, but that a dog waste sign would be stuck on the existing bin to highlight that it could be used for this purpose.	Clerk
110.2	Consideration was given to the siting of a dog waste bin in the vicinity of the Football Club/Primary School. On the proposition of Cllr Yelland, seconded by Cllr Carpenter it was <b>RESOLVED</b> to purchase a general waste bin, which could also be used for dog excrement, in the area of the Primary School.	Clerk
110.3	Compostable dog excrement bags – Cllr Rush reported that the bags he had sourced had a shelf life of 3 to 4 years, were available with a minimum order of 150,000 at a cost of £2,587. On the proposition of Cllr Parkins, seconded by Cllr Leech (1 against, 1 abstention), it was <b>RESOLVED</b> that more evidence regarding the decomposable properties of the bags were required before any further decisions were taken	Cllr Rush
111	<u>Mini Beast Day</u> – The Committee noted that one of the local parish councils had pledged a sum of £100 towards the cost of the day which was anticipated to be £1500. Cllr Goffey to provide further information.	
112	<u>Bowling Club Agreement</u> – A new water pump, solely used by the Bowling Club, had recently been purchased by the Council following the failure of the previous one. On the proposition of Cllr Leech, seconded by Cllr Yelland, it was <b>RESOLVED</b> to propose to the Bowling Club that responsibility for the pump and associated costs be passed to them.	Clerk
113	<u>Terms of Reference</u> – The Committee Terms of Reference was reviewed and on the proposition of Cllr Yelland, seconded by Cllr Tolley, it was <b>RESOLVED</b> to recommend them to Full Council for approval.	Clerk
114	<u>Apprenticeship</u> – Investigation into the feasibility of offering a horticultural apprenticeship was deferred until other issues had been resolved.	
115	<u>Payment of Invoices</u> - On the proposition of Cllr Tolley, seconded Cllr Ireland, the schedule of payments was <b>APPROVED</b> .	

- 116 **Members' Reports and Reminder for Agenda Items -**
- (i) **Children's Centre** (Cllr Leech) – No update had been received since the Centre had moved to Hatherleigh.
  - (ii) **North Dartmoor Search & Rescue Group** (Cllr Ireland) – A 4-week period of rope work training had begun and in August there would be a new intake of members.
  - (iii) **Okehampton Community Archive** (Cllr Holt) – A meeting had been held on 13<sup>th</sup> June when a healthy bank balance had been reported. There had been successful coffee mornings on 5<sup>th</sup> May and 16<sup>th</sup> June and they would have a tent at Okehampton Show in August. The next coffee morning was on 21<sup>st</sup> July.
  - (iv) **Okehampton Community Recreation Association (OCRA)** (Cllr Tolley) – 3 meetings had been held since the last report; 25<sup>th</sup> April, 5<sup>th</sup> and 14<sup>th</sup> June and another was scheduled for later in June. There had been changes to Committee members and staffing.
  - (v) **Parklands Leisure Centre Users Group** (Cllr's Leech) – A meeting had been held when the contracts had been discussed, 1 of which was about to commence following a retendering process. The turnstiles had been installed, the WC in the café area was now unisex, the lift had been repaired as had the air conditioning. There were still issues with the pool floor and pumps, the biggest remaining issue was pool cleanliness.
  - (vi) **Youth Issues/Room 13** (Cllr Marsh) – No 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 Leech, seconded by Cllr Yelland.

	<b>Action</b>
Cllrs Yelland and Leech declared an interest in Ref's 117 and 118 being WDBC members.	
117 <b><u>WDBC/Fusion Lease Agreement</u></b> – No update had been received from the Solicitors	
118 <b><u>Transfer of Assets</u></b> – No update had been received from WDBC.	
119 <b><u>Contractors</u></b> – The Clerk reported that she had undertaken an exercise reviewing the Parks Contractor costs. 3 Contractors had submitted details of their rates. On the proposition of Cllr Leech, seconded Cllr Ireland, it was <b>RESOLVED</b> to continue to use the existing Contractor as they were competitive and due to existing staffing matters.	

On the proposition of Cllr Leech, seconded Cllr Yelland, it was **RESOLVED** to exit Part Two and ratify decisions made in Part Two.  
The meeting closed at 8.19pm.

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