



*Okehampton Town Council*

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Emma James  
Town Clerk

17<sup>th</sup> December 2018

Dear Councillor

You are summoned to attend a meeting of the Parks Committee to be held on Monday 7<sup>th</sup> January 2019 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. **Mr McGahey, Park-Keeper** – To receive a report from Mr McGahey, if present
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 meetings held on 19<sup>th</sup> November and 10<sup>th</sup> December 2018
6. **Matters Arising** – Items for consideration or noting as required:
  - 6.1 Simmons Park Car Parking Charges – To note that the new charge came into force on 1<sup>st</sup> January
  - 6.2 Putting Green – Marketing and improvements update
  - 6.3 Sports Track Proposal – Progress update from Working Group
  - 6.4 Compostable dog excrement bags - Cllr Rush to provide an update
  - 6.5 Bowling Club Agreement – Clerk to report on a verbal response received

- 6.6 Noticeboards – (Cllr Ireland) To consider the purchase and installation of large noticeboards for the display of information
  - 6.7 Graffiti Wall – Update on progress
  - 6.8 CCTV - To receive an update on any progress
  - 6.9 Simmons Park Parking Permits – To receive and note an update from the Clerk regarding Okehampton College staff parking permits
7. **Transfer of Assets** – Clerk to provide an update
  8. **Apprenticeships** – To receive an update of progress with regards the employment of a Horticultural apprentice and to consider any action that may be required
  9. **Dogs in Simmons Park** – To note a recent incident and consider a request for an order to be made for dogs to be kept on leads
  10. **Simmons Park Tree Survey** – To note the recommendations from the tree survey conducted in December and agree work required to be undertaken
  11. **Payment of Invoices** - To approve payment of invoices as per the schedule
  12. **Members' Reports and Reminder for Agenda Items** - To receive reports from Members attending other organisations on behalf of the Council.
    - 12.1 Children's Centre - Cllr Leech
    - 12.2 North Dartmoor Search and Rescue Group - Cllr Ireland
    - 12.3 Okehampton Community Archive - Cllr Holt
    - 12.4 Okehampton Community Recreation Association (OCRA) – Cllr Tolley
    - 12.5 Parklands Leisure Centre Users' Group - Cllrs Leech and Marsh
    - 12.6 Youth Issues/Room 13 - Cllr Marsh
    - 12.7 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.'**

13. **Simmons Park River Bank Repairs** – To receive an update from Cllr Rush and to further consider quotations for the repair work
14. **Play Area Matting Replacement** – To consider quotations for the replacement of matting
15. **Headstone, All Saints Churchyard** – Update by the Clerk on progress with regards the up-righting of Thomas Simmons' headstone and consideration of quotations obtained
16. **Simmons Park Car Park Expenses** – To be progressed in due course
17. **Fairplace Public Toilets** – Consideration of the requirement to employ staff or a contractor to undertake the cleaning of the facility following completion of the transfer
18. **WDBC/Fusion Lease Agreement** – Clerk to report on progress