

**Minutes of Okehampton Town Council Parks Committee Meeting held on
Monday 7th January 2019 at 7pm in the Council Chamber,
Town Hall, Okehampton**

Committee Members Present: Councillor Mrs C Marsh (Chairman
Councillor J Yelland (Chairman, Policy & Resources)
Councillor R Rush
Councillor B Tolley
Councillor Miss C Holt
Councillor Dr M Ireland

Other Members Present: Councillor Mrs V Cushing
Councillor Mrs J Goffey
Councillor P Vachon

In Attendance: One member of the public
Mr J McGahey (Park-Keeper)
Mrs E James (Town Clerk)

	Action
611 <u>Apologies for Absence</u> - Apologies were presented on behalf of Cllrs Carpenter, Leech and Cummings	
612 <u>Deferment of Business</u> – No members of the public were present at this point of the meeting	
613 <u>Mr McGahey, Park-Keeper</u> – Mr McGahey reported upon recent incidents of vandalism in Simmons Park, including a bollard that had been pulled out and thrown in the river on more than one occasion and a fire that had been started in one of the shelters. Fortunately, the fire had been spotted and was able to be extinguished before any damage had been caused. This incident had been reported to the Police.	
614 <u>Members' Questions</u> – None	
615 <u>Minutes</u> - The minutes of the Parks Committee meetings held on 19th November and 10 th December 2018 were APPROVED and signed by the Chairman on the proposition of Cllr Ireland, seconded Cllr Tolley.	
616 <u>Matters Arising</u> –	
616.1 <u>Simmons Park Car Parking Charges</u> – No comments had been received during the consultation period regarding the new charge of 3 hours parking for £1.20, and the order came into effect on 1 st January 2019.	
616.2 <u>Putting Green</u> – Cllr Vachon and the Clerk would be looking at a design for a flag/sign.	Cllr Vachon/ Clerk
616.3 <u>Sports Track Proposal</u> – There was no update to report although it was believed that a planning application may be submitted by the proposer.	
616.4 <u>Compostable Dog Excrement Bags</u> – No further progress had been made and it was agreed to remove the item from future agendas.	Clerk
616.5 <u>Bowling Club Agreement</u> – A written response to correspondence was still awaited from the club. It was further agreed that responsibility for the water system and tank in the area be confirmed.	Cllr Marsh/ Clerk

- | | | |
|-------|--|-------------|
| 616.6 | <u>Noticeboards</u> – Fairplace was suggested as a suitable location for a noticeboard to be sited. Cllr Goffey to forward details of noticeboards previously obtained to Cllr Ireland. | Cllr Goffey |
| 616.7 | <u>Graffiti Wall</u> – The Park-Keeper reported that the frame had been constructed and that wording for a notice regarding its use was to be agreed prior to installation. | |
| 616.8 | <u>CCTV</u> – Details of suggested locations for cameras in Simmons Park and other open spaces was circulated along with a specification. Fairplace was suggested as an additional location. Insurance cover and cost implication to be ascertained. | Clerk |
| | <i>(A member of the public arrived)</i> | |
| | On the proposition of Cllr Ireland, seconded by Cllr Yelland, it was RESOLVED that further quotations be obtained. | Clerk |
| 616.9 | <u>Simmons Park Parking Permits</u> – The Clerk reported that that the College had taken the decision not to issue permits allowing members of their staff to park in the main area of Simmons Park from 1 st January 2019, this would be restricted to their area only. | |
| 617 | <u>Transfer of Assets</u> – WDBC had confirmed that transfer of the assets, being the toilets and garden area at Fairplace, the area behind Lidl and verge at West Bridge had been approved. The transfer was now in the hands of Solicitors. | |
| 618 | <u>Apprenticeship</u> – The Personnel Sub-Committee was due to meet on 10 th January to consider draft documentation for the employment of an apprentice. | |
| 619 | <u>Dogs in Simmons Park</u> – The Clerk reported that a member of the public had advised his dog had been attacked, whilst on a lead, by dogs who had not been on a lead. This person had requested that signs asking for dogs to be on leads were erected. A further request had been received from another member of the public requesting the Byelaws be amended regarding the restraint of dogs and dog waste. | |
| | The Committee commented that there were signs in the Park and the provision of dog control orders and Byelaws had been considered previously. It was agreed that, as at present, persons with dogs could be requested to put them on a lead by members of staff if they were causing problems. | |
| 620 | <u>Simmons Park Tree Survey</u> – A recent survey had highlighted some trees that needed attention but no major issues. It was noted that some of the damage was due to squirrels. Quotes for the work would be obtained by the Park-Keeper. | |
| 621 | <u>Payment of Invoices</u> – On the proposition of Cllr Ireland, seconded by Cllr Tolley (2 abstentions), it was RESOLVED to approve payment of the schedule which was signed by the Vice-Chairman, Cllr Holt. | |
| 622 | <u>Members' Reports and Reminder for Agenda Items -</u>
(i) Children's Centre (Cllr Leech) – No report | |

- (ii) **North Dartmoor Search & Rescue Group** (Cllr Ireland) – Two successful fundraising collections had been held over the Christmas period. The new training period focused on water rescue and commenced this week. The vehicle had been refitted and consideration was being given to the purchase of another vehicle.
- (iii) **Okehampton Community Archive** (Cllr Holt) – The last meeting had been cancelled as had the upcoming coffee morning.
- (iv) **Okehampton Community Recreation Association (OCRA)** (Cllr Tolley) – There had been a trustees meeting on 26th November which Cllr Tolley had been unable to attend but he reported that the accountant had changed, staff appraisals were being held and the new admin manager was updating policies and procedures. Significant remodelling of the pavilion had been worked upon, for which permission would need to be sought from OTC as the owners of the land on which the Pavilion had been built.
- (v) **Parklands Leisure Centre Users Group** (Cllr's Leech) – No meeting had been held.
- (vi) **Youth Issues/Room 13** (Cllr Marsh) – No meeting had been held.
- (vii) **Twinning Association** – No report. It was noted that following the resignation of Cllr Parkins, the Council had no representative.

623 **Urgent Items** – Cllr Marsh reported that an order for the repair of some benches in the park had been placed.

(The member of public left the meeting)

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 Ireland, seconded by Cllr Tolley.

It was further **RESOLVED** that Mr J McGahey (Park-Keeper) be permitted to stay.

624 **Simmons Park River Bank Repairs** – Cllr Rush reported that he had visited the site and didn't think there was a particular issue. On the proposition of Cllr Marsh, seconded by Cllr Ireland, it was **RESOLVED** that work was not urgent, that vegetation should be trimmed back and the bank monitored.

Action

Park-Keeper

625 **Play Area Matting Replacement** – Quotations for the replacement of the matting in the small children's play area near the leisure centre was considered. On the proposition of Cllr Ireland, seconded by Cllr Tolley, it was **RESOLVED** to accept the quotation in the sum of £4,575.

626 **Headstone, All Saints Churchyard** - Permission to upright the headstone of Thomas Simmons from the Diocese was not required as it just needed uprighting and had not moved from its original position. WDBC had given their permission for the work to be undertaken and an order in the sum of £432 had been placed for the work.

627 Simmons Park Car Park Expenses – Ongoing

628 WDBC/Fusion Lease Agreement – No update to report upon

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

The meeting closed at 8.05pm.

Councillor Mrs C Marsh
Chairman

DRAFT