



Okehampton Town Council

Town Hall
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Emma James
Town Clerk

23rd May 2019

Dear Councillor

You are summoned to attend a meeting of the Parks Committee to be held on Monday 3rd June 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 11th February 2019
6. **Matters Arising** – Items for consideration or noting as required:
 - 6.1 Putting Green Sign– To note that a flag has been obtained and is in situ
 - 6.2 Bowling Club Agreement – To note correspondence received and agree any action
7. **Bookings** –
 - 7.1 To note recent events that have taken place in Simmons Park:
 - Trafalgar Way Grand Tour Cape to Cape Rally – 18th May
 - Rotary May Fair – 26th May

- 7.2 To note upcoming events planned in Simmons Park:
- W. Devon Primary Schools Cricket Festival – 5th June
 - Cruse Bereavement Care, Footprints Memory Walk – 9th June
 - Anderton & Rowland Amusements – 10th to 17th June
 - Okeford Veterinary Centre, Dog Show on 30th June
 - Fiddlesticks Folk Band to play in the Bandstand (preliminary enquiry) 29th or 30th August
 - Hospicecare Wild Tri Event – 14th September
- 7.3 To consider and approve the holding of a weekly Saturday morning Fitness Boot Camp in Simmons Park, initially for a 12 week period over the summer.

8. **Documents and Policies for Review/Adoption** –

- 8.1 To review the following documents and resolve to recommend them to Policy & Resources Committee:
- Simmons Park and Kempley Meadows Management Plan
 - Memorial Management Policy
- 8.2 To review the Committee Terms of Reference and recommend to Full Council for ratification.

9. **Putting Club/Green** –

- 9.1 To note that the Putting Club has disbanded
- 9.2 To note that Parklands have been contacted regarding reimbursement to the Council of fees paid by members of the public for use of the green

10. **Memorial Requests** – To consider the following requests for memorials in Simmons Park:

- 10.1 A request to site a bench and memorial plaque by the Putting Green commemorating 90 years of the Putting Club
- 10.2 Request by a member of the public for ashes to be scattered in Simmons Park and the planting of a Linden tree as a memorial
- 10.3 Request by a member of the public to site a bench as a memorial in Simmons Park

11. **Oak Road Play Area** – To review the Council's voluntary grass cutting of this site which is owned by WDBC and to resolve to relinquish all responsibility

12. **Simmons Park Car Parking Permits** – To consider a request from Fusion for free staff parking permits

13. **Asset Tags** – To resolve to approve the purchase of asset tags to enable the compilation of a full register of all external assets such as bins and benches owed by the Council

14. **Dartmoor Way Walking Route** – To note that Dartmoor National Park Authority is working with the Ramblers to re-invigorate the Dartmoor Way walking route

15. **Dog Waste Bins** – To consider the following requests:

- 15.1 To provide a bin within a strip of land between Ball Hill and Fatherford Road belonging to, and managed by, a resident's association
- 15.2 To provide a bin in the vicinity of the train station for those walking along the tramlines from Fatherford

16. **Dark Sky Park Status Proposal for Dartmoor** – Consideration of a request from the North Bovey Conservation Group that the Council supports an application to the International Dark-sky association for Dartmoor to be considered for Dark Sky Park status

17. **Cricket Pitch** – To consider the following requests from Okehampton College:

- 17.1 To fence off of the cricket field with a fence similar to their new fence

- 17.2 The temporary fencing off of the part of the field near the cricket net to enable reinstatement work to the pitch followed by a recovery period; anticipated September 2019 to Easter 2020
18. **Old Swimming Pool** – Consideration of a resolution to approve a Deed of Surrender from WDBC of the 999 year lease of land to them on which the former swimming pool sat, now a play area, following which deed will be registered with HM Land Registry by WDBC.
19. **Simmons Park Car Park Management Agreement** – To note that Cllr Marsh and the Clerk had met with WDBC regarding the agreement and for which confirmation is awaited
20. **Skate Park** – Consideration of a suggestion from a member of the public for the creation of a working group to paint the skate park ramps
21. **Staff Uniform** – To review the parks staff uniform and consider the purchase of waterproof coats with the Council's logo thereon
22. **Health and Safety/Risk Assessment** –
- 22.1 To note that annual inspections of the play areas, skate park and BMX track were undertaken by RoSPA in March and the recommendations will be reviewed and actioned as necessary in the coming weeks by the Park-keeper
- 22.2 To note that the risk assessments have been reviewed and updated, including those associated with HAVS
23. **Invoices** - To approve payment of invoices as per the schedule
24. **Reports of Council Working Groups** – To consider, note reports and resolve any action required:
- 24.1 Open Space, Sports & Recreation (OSSR) – Cllrs Leech, Marsh and Rush
25. **Members' Reports and Requests for Agenda Items** - To receive reports from Members attending other organisations on behalf of the Council
- 25.1 Dartmoor National Park Forum - Cllrs Sanger and Vachon
- 25.2 Everything Okehampton – Cllr Marsh
- 25.3 North Dartmoor Search & Rescue Group – Cllr Ireland
- 25.4 Okehampton Community Archive – Cllr Holt
- 25.5 Okehampton Community Recreation Association (OCRA) – Cllr Tolley
- 25.6 Parklands Leisure Centre Users Group – Cllrs Tolley and Marsh

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.'

26. **Pest Control** – To receive and consider a report from the Clerk and resolve action as required
27. **WDBC/Fusion Lease Agreement** – Clerk to report on progress