

**Minutes of a Meeting of the Okehampton Town Council Parks Committee
held on Monday 4 November 2013 at the rising of the full Council meeting
in the Council Chamber, Town Hall, Okehampton**

Committee Members Present: Councillor Mrs C Marsh (Chair)
Councillor Dr M Ireland (Vice Chair)
Councillor K Ball
Councillor P Vachon
Councillor M Davies (Town Mayor)
Councillor Mrs M McDonald (Chair, P & R)
Councillor Mrs J Goffey (Chair, Property)

Other Members Present: Councillor T Cummings

In Attendance: Mrs J Gillard (Deputising for Town Clerk)
Mr D Whitfield (Park Keeper)

284. Apologies for Absence - Apologies for absence were presented on behalf of Councillor A Leech and Councillor D Weekes.

285. Deferment of Business (for comment by the public) - There were no comments raised by members of the public present.

286. Members' Questions - There were no questions from Members regarding the workings of the Committee.

287. Minutes - Councillor Leech has requested by email that item 231(iv) be amended to say that Councillor Mrs C Marsh instructed the Park-keeper to work in the river and that the Environment Agency had not been contacted about the work and that responsibility for that action was taken by Councillor Mrs C Marsh. Members agreed to include clarification in connection with the Environment Agency, but not that Councillor Mrs Marsh had instructed the work to be undertaken as there was no recollection of those words being used at the meeting. Subject to that amendment, the minutes of the Parks Committee meeting held on Monday 7 October 2013 were proposed by Councillor M Davies and seconded by Councillor Dr M Ireland.

288. Matters Arising -

288.1 Clapps Wood - Councillor M Davies advised papers were now lodged with the Land Registry and West Devon Borough Council's solicitors were chasing the outstanding work requirements.

288.2 Park Bookings -

- (i) Wren Music - Request received to use Simmons Park on 22 February 2014 for the lantern procession, potential ideas include fire cans in the river and fountain area and a short firework display. They also request that a branch be removed near the bridge by the Swiss Chalet and that the bollard by the Chalet be removed for the evening. Park-keeper to advise further on the removal of

the branch. It was resolved to agree in principle to the booking, subject to receipt of full risk assessment for event and details of how materials will be recovered out of the river and a request that local tenants of properties in the park be advised of the events and sight of adequate insurance cover be seen. Park-keeper to be kept involved with arrangements together with safety arrangements for the event.

- (ii) Terms and conditions for Hirers - The Acting Clerk advised work had been commenced on this, but it would appear that a separate document for guidance notes, a separate booking form, separate risk assessment details would be required as one all-encompassing document would be very lengthy. Draft documentation to be presented to future meeting.

288.3 Notice Board - No update.

288.4 Red Telephone Box, North Street - To be discussed in part two as costings now available.

288.5 Sophia Simmons' Memorial - Following articles in the Okehampton Times, the Mayor advised that together with the Clerk, he had met with Reverend Cook. From this meeting it was evident that the PCC would not be in favour of a replacement memorial stone and it was therefore agreed that the restorers be asked if the existing stone can be re-faced and then, depending on these results, permission and agreement for the way forward be agreed with the PCC.

288.6 Mobile CCTV Cameras - Agreed to discuss in part two as costings now received.

288.7 Lighting in Park/Leisure Centre - The Chair advised that the lights around the Leisure Centre were now operational, but those in the park were working intermittently between the Jubilee Bridge and the football club. An electrician has been contacted to investigate the problem. The Chair also advised that only 4 of the 24 lights in the new bandstand were working.

288.8 Park Bench Accident - The Acting Clerk advised the Council's Insurers had instructed for a new bench to be ordered and this has now been done.

288.9 Skate Park - The Chair advised that she was awaiting clarification from the skate park installers re a barrier.

288.10 Churchyard Strimming Complaint - The Chair advised that she and the Park-keeper had met with Mr Reynolds, the complainant, he was concerned the lettering on the plaque was being worn away. The plaque was lower in the ground than other plaques which may be causing a problem and it was agreed that park staff would no longer trim right up to the plaque, but leave long grass around it. The Chair advised that no acceptance of responsibility for negligence was accepted by the Council.

289. Dog Fouling - The Clerk advised a letter of complaint had been received from Mr D Crawford re fouling in Simmons Park and a letter from Mr S Jones re issues in Crediton Road. Councillors acknowledged this was a serious problem which was very difficult to solve. It was agreed that banning dog owners responsible for this

could be an option, it was agreed to investigate further the possibilities of this together with any training/legislation that was required before this could happen.

290. Complaint re Car Park, Simmons Park -

- (i) Complaints have been received for children's safety on the road leading up to the car park as the exits to some amusements resulted in young children potentially running into the paths of cars exiting the College car park. The Chair advised that she was arranging a meeting with the fair owners to discuss future fairs and location of amusements with the aim of rectifying this problem.
- (ii) A complaint had also been received from a car park permit holder who was unable to park in the car park during the fair. This would be discussed at the meeting with the fair owners and it was agreed to consider reviewing the terms and conditions of issue of car park permits at a future meeting.

291. Urgent Items Brought Forward -

- (i) World War I 100-Year Anniversary - The Chair advised the Park-keeper had identified that displays of poppies nationally in open spaces were being encouraged next year. It was agreed to support this initiative in places such as Fairplace Gardens, Mill Road, New Road and potentially the park. The Chair advised she would ascertain if County Councillors' Locality Budget Funds were available to fund this.
- (ii) Open Spaces - The Chair advised a meeting had been held with the Assets Manager at West Devon Borough Council and a map obtained of the green spaces in Okehampton. Several areas were identified where potentially responsibility for the maintenance of them could be transferred to the Town Council. Costings to be received from West Devon before further consideration to be given to the matter.

292. Members' Reports -

- (i) Parklands Leisure Centre Users' Group - no report.
- (ii) Okehampton Community Recreation Association - Councillor Mrs C Marsh advised no meeting held, official opening of the pavilion planned for later in the year.
- (iii) North Dartmoor Search and Rescue Group - Councillor Dr M Ireland advised contracts were proceeding for the new centre. The group was participating on 11 December in the Okehampton United Charity annual display event and members from the group were also working at Hatherleigh Carnival.
- (iv) Tennis Court Management - Councillor Mrs C Marsh advised a meeting was planned for 14 November where the ongoing level of funding required was to be reviewed.
- (v) Okehampton Community Archive - Councillor Vachon advised that the group were looking at co-ordinating a town-wide approach to the World War I centenary next year and that potential lottery grants were available to groups to commemorate the event.
- (vi) Carnival Committee - Councillor T Cummings advised that approximately £1,800 had been collected on the night, the event went well, there was a good turnout and a particularly good children's parade in the afternoon.
- (vii) Youth Issues/Room 13 - no report.
- (viii) Children's Centre - no report.

Councillor T Cummings 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 items as they involve the likely disclosure of sensitive and confidential information. Proposed by Councillor K Ball, seconded by Councillor Mrs J Goffey.

293. **Red Telephone Box, North Street**

294. **Mobile CCTV Cameras**

295. **Additional Item - Refuse Bins**

Meeting closed 9.35 pm.

Councillor Mrs C Marsh
Chairman