

**Minutes of an Extraordinary Okehampton Town Council Parks Committee Meeting  
held on Monday 11<sup>th</sup> February 2019 at 7.45pm in the Council Chamber,  
Town Hall, Okehampton**

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

**Other Members Present:** Councillor Mrs V Cushing  
Councillor P Vachon

**In Attendance:** Mr J McGahey (Park-Keeper)  
Mrs E James (Town Clerk)

	<b>Action</b>
724 <b><u>Apologies for Absence</u></b> - Apologies were presented on behalf of Cllrs Carpenter and Leech	
725 <b><u>Deferment of Business</u></b> – None	
726 <b><u>Mr McGahey, Park-Keeper</u></b> – Mr McGahey advised that some benches near the Leisure Centre had been repainted and those from the rose garden were in the process of being repainted. Some of the other benches were being repaired by a contractor. The crocuses were in bud and about to flower.  An update on the use of the graffiti board was requested; most of the content was having to be painted over regularly although there was some more suitable art work. Graffiti had been kept to the board and there had been none on other areas of the shelter.	
727 <b><u>Members' Questions</u></b> – None	
728 <b><u>Minutes</u></b> - The minutes of the Parks Committee meeting held on 7 <sup>th</sup> January 2019 were <b>APPROVED</b> and signed by the Chairman on the proposition of Cllr Ireland, seconded Cllr Holt.	
729 <b><u>Matters Arising</u></b> –	
729.1 <b><u>Putting Green</u></b> – On the proposition of Cllr Ireland, seconded by Cllr Yelland, it was <b>RESOLVED</b> to purchase the proposed green Putting Green flag with the addition of the Council logo.	Cllr Vachon/ Clerk
729.2 <b><u>Bowling Club Agreement</u></b> – A response had been received following which Cllr Marsh and the Clerk had met with the Secretary to review the situation and that of the recent Water Risk Assessment requirements which would be considered by the Club.	Clerk
730 <b><u>Simmons Homes Charity</u></b> – A request from the charity for discounted Simmons Park parking permits was considered. On the proposition of Cllr Ireland, seconded by Cllr Tolley (1 abstention, 1 against), it was <b>RESOLVED</b> not to offer discounted permits due to reductions already provided by others.	Clerk

- 731** **Bookings** – The Committee considered the following requests for events in Simmons Park:
- 731.1** A request from Wren to hold their Annual Lantern procession on 23<sup>rd</sup> March 2019. It was noted that the plans were different to those in previous years and included a firework display from a location in Station Road and Firecans. The Park-Keeper would also be on holiday at this time.
- It was **agreed** that the Clerk and Park-Keeper would make the decision whether or not to approve the event following a review documentation including a full Risk Assessment, H&S precautions, method statement and insurance which had yet to be received. Clerk/Park-Keeper
- 731.2** A request from The Trafalgar Way to use part of the car park in conjunction with the Cape to Cape Grand Tour Rally which is passing through Okehampton on 18<sup>th</sup> May. The event was **agreed** subject to receipt and approval of all required documentation including insurance. Clerk/Park-Keeper
- 731.3** A request from Hospice Care to hold a Wild Tri event starting and ending in Simmons Park on 14<sup>th</sup> September. The event was **agreed** subject to receipt and approval of all required documentation including insurance. Clerk/Park-Keeper
- On the proposition of Cllr Weekes, seconded by Cllr Holt, it was **RESOLVED** to approved the actions agreed Minute Ref's 731.1, .2 and .3 above.
- 732** **Simmons Park & Kempley Meadows Management Plan** – It was noted that the plan was due to be reviewed. Clerk
- 733** **Health & Safety/Risk Assessment** –
- 733.1** **Snow & Ice** – Following advice from the council's insurance provided, on the proposition of Cllr Weekes, seconded by Cllr Holt, it was **RESOLVED** that the main path from the pedestrian entrance to Chalet Treloar and Jubilee Bridge be cleared and gritted if possible. Warning signage would be erected in other areas of Simmons Park and at both ends of Clapps Wood. The pathway in front of the public toilets at Fairplace would also be cleared and gritted, if possible, following transfer of the asset to the Council and signage erected. A policy document to be drawn up by the Clerk for approval. Clerk/Park-Keeper
- 733.2** **Water Risk Assessment** – On the proposition of Cllr Weekes seconded by Cllr Marsh, it was **RESOLVED** that the Clerk investigate the feasibility of the removal of the water tanks in the Park-Keepers compound and Office to reduce risk. Clerk/Park-Keeper

## **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 Yelland.

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

- 734** **WDBC/Fusion Lease Agreement** – No update to report upon **Action**
- 735** **CCTV** – The Committee considered quotations received, noting that they were not to the specification requested and the comments that had been

made from the contractors regarding the proposed system.

On the proposition of Cllr Ireland, seconded by Cllr Weekes, it was **RESOLVED** to investigate further the system borrowed previously by the former Park-Keeper with regards its feasibility.

Clerk/Park-Keeper

On the proposition of Cllr Ireland, seconded by Cllr Weekes, it was **RESOLVED** to go ahead with system in the Park separately to that being investigated for the Town due to the length of time that it was taking.

Clerk/Park-Keeper

**736** **Tree Works** – Quotes obtained for work to dead, dying and dangerous trees in Simmons Park as required following the recent survey were considered.

On the proposition of Cllr Weekes, seconded by Cllr Marsh, it was **RESOLVED** to accept Quotation 1 in the sum of £2,240 subject to satisfactory H&S documentation and insurance. Liaison with the electricity supplier would be required due to the proximity of one of the trees to the cables.

Clerk/Park-Keeper

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

The meeting closed at 8.42pm.

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