

**Minutes of an Okehampton Town Council Parks Committee Meeting held on  
Monday 22<sup>nd</sup> July 2019 at 7pm in the Council Chamber,  
Town Hall, Okehampton**

**Committee Members Present:** Councillor Mrs C Marsh (Chairman)  
Councillor J Yelland (Mayor)  
Councillor T Leech (Chairman, Planning)  
Councillor B Tolley (Chairman, Policy & Resources)  
Councillor P Vachon (Chairman, Property)  
Councillor G Button  
Councillor C Holt  
Councillor M Ireland

**Other Members Present:** Councillor J Goffey  
Councillor P Jessop  
Councillor D Sanger

**In Attendance:** Mrs E James (Town Clerk)

- |       |  |               |
|-------|--|---------------|
|       |  | <b>Action</b> |
| 184   | <b><u>Apologies for Absence</u></b> - Apologies were presented on behalf of Cllrs Penna and Rush   |               |
| 185   | <b><u>Deferment of Business</u></b> – None   |               |
| 186   | <b><u>Mr McGahey, Park-Keeper</u></b> – The Clerk advised that Mr McGahey would attend later in the meeting if he was able.  |               |
| 187   | <b><u>Members' Questions</u></b> – None  |               |
| 188   | <b><u>Minutes</u></b> - The minutes of the Parks Committee meeting held on 3 <sup>rd</sup> June 2019 were <b>APPROVED</b> and signed by the Chairman on the proposition of Cllr Ireland, seconded Cllr Leech.  |               |
| 189   | <b><u>Matters Arising</u></b> –  |               |
| 189.1 | <b><u>Fitness Bootcamp and Car Boot Sale Booking Enquiries</u></b> – It was noted that the Fitness Bootcamp would not be going ahead in Simmons Park and that no further correspondence had been received in relation to the car boot sale enquiry.  |               |
| 189.2 | <b><u>Staff Uniform</u></b> – The Committee noted that a trade account had been opened with Keela and jackets for the parks staff with the council logo thereon had been ordered.  |               |
| 189.3 | <b><u>Dog Waste Bin Request</u></b> – A request from the member of public, who had previously requested the Council place dog waste bins on a strip of land off of Ball Lane, had further requested that the Council provide signage indicating the location of existing dog bins in that same area instead.<br><br>On the proposition of Cllr Ireland, seconded by Cllr Yelland, it was <b>RESOLVED</b> in principle to supply and place 2 no signs in the vicinity of this piece of land, subject to costs, suitable locations and permission from the land owner. | Clerk         |
| 189.4 | <b><u>Salmon Bench</u></b> – The Clerk reported that a replacement seat had been ordered and fitting was awaited.  |               |
| 189.5 | <b><u>Old Swimming Pool Land, Simmons Park</u></b> – The Clerk advised that WDBC had surrendered the lease of the land back to the Town Council and it had   |               |

been registered with Land Registry.

- 189.6** CCTV – Cllr Leech advised that he had commenced writing the tender specification for a town and park joint system and would be liaising with the Clerk in due course. It was noted that an application for grant funding had been submitted to the Police & Crime Commissioner (PCC) by the Clerk.

Cllr's who had visited a CCTV monitoring hub in Cornwall updated the Committee regarding the visit and presentation, stating that the facilities and picture resolution were impressive. Concerns were raised regarding the potential high level of ongoing costs for the monitoring of the cameras and maintenance contracts for a minimum of 5 years.

It was agreed that once the specification and tender documents had been written and submitted to Full Council for approval, tenders would be sought. Once costs were known further consideration would be given to review the requirements and the financial impact including the long-term sustainability of a system, and whether or not a grant had been awarded by the PCC, prior to a final resolution being made.

Cllr Leech  
Clerk

**190** Bookings –

- 190.1** The Committee noted the recent and upcoming events in Simmons Park:

- OCRA Sports Week – Commenced 21<sup>st</sup> July
- Fiddlesticks Folk Band who would be playing in the Bandstand on 29<sup>th</sup> August
- Hospicecare Wild Tri Event on 14<sup>th</sup> September

- 190.2** On the proposition of Cllr Leech, seconded by Cllr Holt, it was **RESOLVED** to approve the following events in Simmons Park, subject to the relevant documentation being submitted and agreement of a route for Parkrun:

- Parkrun - Weekly Parkrun events on Saturday mornings
- Anderton and Rowland Fair - 13<sup>th</sup> to 20<sup>th</sup> October 2019 inclusive

Clerk

- 191** Documents and Policies for Review – As requested by the Policy & Resources Committee the Simmons Park and Kempley Meadows Management Plan had been amended and was reviewed by the Committee.

The Clerk brought to the attention of the Committee Item 3.13 of the Plan regarding structural inspections of the pedestrian bridges in Simmons Park, pointing out that the park-keeper was only able to undertake visual inspections and was not qualified to do so.

On the proposition of Cllr Ireland, seconded by Cllr Tolley, it was **RESOLVED** that historic photographs of the Park as referred to in Item 1.3 ii) of the plan be uploaded to the Council website.

Park-Keeper  
Clerk

Cllr Ireland pointed out items which related to the work being done by the Council with regards climate issues, including; Items 1.3 iii), 2.1 and 2.2 in the plan.

On the proposition of Cllr Vachon, seconded by Cllr Yelland, it was **RESOLVED** to recommend the revised plan to the Policy & Resources Committee.

Clerk

- 192** Putting Club/Green – To be discussed under Part 2

193	<p><b><u>Simmons Park Car Park Management Agreement</u></b> – The Clerk advised that investigation into options was ongoing, but they were limited. A report would be provided for consideration at the next meeting.</p>	Clerk
	<p>Cllr Yelland asked if payment for parking could be made by mobile phone and if not, if the machines could be altered to do so.</p>	Clerk
194	<p><b><u>Skate Park</u></b></p>	
194.1	<p>Cllr Marsh advised that the current Room 13 group were not very active in relation to skateboarding.</p>	
	<p><i>(James McGahey, Park-Keeper arrived)</i></p>	
	<p>There was an area of concrete in the skate park that regularly broke-up and required repairing. It was thought this was because there was no drainage in the area and it held water. Park-keeper to make enquiries into different concrete mixes to attempt to combat the issue.</p>	Park-keeper
194.2	<p>It was noted that the Grind Rail had been repaired and improved upon to ensure compliance with regulations and that the Fire Brigade had recently been called to a bin fire, no damage had been caused.</p>	
195	<p><b><u>Land Behind Lidl</u></b> – Mr McGahey advised that although the area had been tidied up and the grass restored, the ground was now very uneven and he had removed lots of stones that had previously not been there.</p>	
	<p>On the proposition of Cllr Marsh, seconded by Cllr Ireland, it was <b>RESOLVED</b> to inform WDBC that the Town Council was not happy to accept the land in its current condition and if any work to reinstate it to its previous condition by the end of July was not completed satisfactorily they would be invoiced for the value of any work undertaken.</p>	Clerk
196	<p><b><u>Grass Verge Wildflower Initiative</u></b> – Cllr Goffey advised that the Rotary Group were about to discuss a proposal to adopt verges in the greater Okehampton area for the planting of wildflowers and spring bulbs, the initial trial area being in Okehampton Hamlets opposite Mole Valley.</p>	
	<p>To be included on the next agenda for further consideration.</p>	Clerk
197	<p><b><u>Environment Agency Extraction Licence</u></b> – The Committee noted that following a change in legislation correspondence had been received from the Environment Agency in relation to the existing license for the extraction of water from the East Okement River, for the purpose of spray irrigation as used by the Bowling Club, and that a variation to the licence was not required.</p>	
198	<p><b><u>Environmentally Friendly Dog Waste Bags</u></b> – Samples of paper bags, as sourced by Cllr Marsh and the Clerk, were viewed by Cllrs who agreed that it did not appear they would work adequately.</p>	
	<p>A debate regarding the possible need for the Council to provide bags for use by members of the public and the locations in which they could be sited took place. Trial periods were considered, the impact of which would be difficult to monitor.</p>	
	<p>On the proposition of Cllr Leech, seconded by Cllr Ireland, it was <b>RESOLVED</b> to undertake a publicity campaign.</p>	Clerk

A motion to suspend Standing Order 3 (bb) to permit extension of the meeting was proposed by Cllr Vachon, seconded Cllr Ireland, and agreed.

- 199**     **Health & Safety/Risk Assessment** –
- 199.1**    The Committee noted the results of water testing and recommendations.     Park-keeper
- 199.2**    The Clerk reported that the Bowling Club had been notified regarding their obligations in relation to water management.
- 200**     **Payment of Invoices** – Cllrs Ireland and Goffey declared an interest, as did Cllr Marsh in relation to the grant payments.
- On the proposition of Cllr Holt, seconded Cllr Yelland (3 abstentions), the schedule of payments was **APPROVED**.
- 201**     **Reports of Council Working Groups** –
- 201.1**    **Open Space, Sports & Recreation (OSSR)** – It was noted that Okehampton Hamlets Parish Council had requested a further meeting for which a date was awaited.
- 202**     **Members' Reports and Requests for Agenda Items** -
- 202.1**    **Dartmoor National Park Forum** – Cllr Vachon reported that at the meeting on 10<sup>th</sup> July the new Chairman had been introduced and there had been an interesting presentation regarding the climate crisis.
- 202.2**    **Everything Okehampton** – The Food & Music Festival had been successful. A dinner was planned, as was the putting up of the Christmas Lights, the Carnival in October and Edwardian Evening in December.
- 202.3**    **North Dartmoor Search & Rescue** – No meeting to report upon
- 202.4**    **Okehampton Community Archive** – Cllr Holt reported that they would be sharing a tent with others at Okehampton Show and were hoping to increase membership to the group. £153 had been raised at the recent coffee morning and the next meeting was on 26<sup>th</sup> July.
- 202.5**    **Okehampton Community Recreation Association (OCRA)** – There had been no meeting to report upon, the next being in August.
- 202.6**    **Parklands Leisure Centre Users Group** – No meeting had been held.

## **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 Leech.

It was also **RESOLVED** that Mr McGahey, Park-keeper, be permitted to remain for this part of the meeting.

- 203**     **Pest Control** – The report by the Clerk was considered. On the proposition of Cllr Yelland, seconded by Cllr Tolley (1 abstention), it was **RESOLVED** to agree the recommendation.     Action  
Clerk
- 204**     **WDBC/Fusion Lease Agreement** – No update to report upon.

**205** **Parklands** – Cllr Marsh reported upon issues including requests for payment for use of the Putting Green which had yet to be received for 2018/19. Cllr Leech, in his capacity as a Member of WDBC, agreed to report issues raised back to WDBC.

Cllr Leech

**206** **Urgent Item** – The Clerk report on an incident in Simmons Park the previous week which was in the process of being dealt with and the appropriate persons contacted.

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

The meeting closed at 9pm.

---

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

DRAFT