

**Minutes of an Okehampton Town Council Parks Committee Meeting held on
Monday 3rd June 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 G Button
Councillor C Holt
Councillor M Ireland

Other Members Present: Councillor J Goffey
Councillor D Sanger

In Attendance: Mrs E James (Town Clerk)
1 member of the public

		Action
52	<u>Apologies for Absence</u> - Apologies were presented on behalf of Cllrs Penna, Rush and Vachon	
53	<u>Deferment of Business</u> – None	
54	<u>Mr McGahey, Park-Keeper</u> – A report from Mr McGahey, who apologised for being unable to attend, was read out. His report touched on items including recent colour in the park due to the warm weather and the appointment of a Groundsperson which will allow the Apprentice to commence other tasks including the management of the flower beds. A number of recent incidents of vandalism in the park were also reported on which included theft of recently purchased plants and damage to the rose garden which had been reported to the Police.	
55	<u>Members' Questions</u> – None	
56	<u>Minutes</u> - The minutes of the Parks Committee meeting held on 11 th February 2019 were APPROVED and signed by the Chairman on the proposition of Cllr Ireland, seconded Cllr Holt.	
57	<u>Matters Arising</u> –	
57.1	<u>Putting Green Sign</u> – A new flag advertising the Putting Green had been purchased and was in situ.	
57.2	<u>Bowling Club Agreement</u> – A response to correspondence from the Council in which it was suggested that the cost of any repairs to, or replacement of the water pump be shared 50/50 had been received. Consideration was given to the Club's willingness to contribute 30% of the cost and on the proposition of Cllr Marsh, seconded by Cllr Ireland, it was RESOLVED to accept a contribution of 30% for the present time, but that it may be subject to further review at a later stage.	
58	<u>Bookings</u> – The Committee noted the recent events that had taken place in Simmons Park:	
58.1	<ul style="list-style-type: none"> • Trafalgar Way Grand Tour Cape to Cape Rally – 18th May • Rotary May Fair – 26th May 	
58.2	The following upcoming events planned in Simmons Park were noted: <ul style="list-style-type: none"> • W. Devon Primary Schools Cricket Festival – 5th June 	Clerk

	<ul style="list-style-type: none"> • Cruse Bereavement Care, Footprints Memory Walk – 9th June • Anderton & Rowland Amusements – 10th to 17th June • Okeford Veterinary Centre, Dog Show - 30th June • Fiddlesticks Folk Band to play in the Bandstand (preliminary enquiry) - 29th or 30th August • Hospicecare Wild Tri Event – 14th September 	
58.3	<p>A request to hold a weekly Saturday morning fitness bootcamp sessions in Simmons Park was considered.</p> <p>On the proposition of Cllr Ireland, seconded by Cllr Holt, it was RESOLVED to agree to the request in principle, subject to insurance and terms and conditions, and that a fee of £20 p/session be charged for the initial 12 week trial period, following which the fee would be reviewed.</p>	Clerk
59	<p><u>Documents and Policies for Review -</u></p> <p>On the proposition of Cllr Leech, seconded by Cllr Holt, it was RESOLVED that the following policies and documents be recommended to the Policy & Resources Committee for recommendation to full Council for ratification:</p> <ul style="list-style-type: none"> • Simmons Park and Kempley Meadows Management Plan • Memorial Management Policy • Committee Terms of Reference 	Clerk
60	<p><u>Putting Club/Green –</u></p>	
60.1	<p>The Committee noted that after 90 years the club had disbanded due to a lack of volunteers.</p>	
60.2	<p>Parklands Leisure Centre had been contacted regarding reimbursement to the Council of fees paid by members of the public for the use of the green and it was noted that a response was awaited.</p>	Clerk
61	<p><u>Memorial Requests –</u></p>	
61.1	<p>A request by the Putting Club to site a bench with a memorial plaque by the green in commemoration of the 90 years of the club was considered. On the proposition of Cllr Yelland, seconded by Cllr Ireland, it was RESOLVED to approve the request, subject to a suitable location for the bench being found and that the bench was of the same style as existing benches in the park.</p>	Clerk/Park-Keeper
61.2	<p>A request for ashes to be scattered in Simmons Park and for the planting of a Linden tree as a memorial was considered. On the proposition of Cllr Marsh, seconded by Cllr Leech, it was RESOLVED not to permit the scattering of ashes, but that a tree in line with the Management Plan could be planted if a suitable location could be found.</p>	Clerk/Park-Keeper
61.3	<p>A request to site a bench in Simmons Park as a memorial was considered. On the proposition of Cllr Ireland, seconded by Cllr Leech, it was RESOLVED to agree that a memorial plaque could be placed upon an existing bench, in accordance with the Memorial Management Policy, which stated that the cost of the refurbishment of the bench chosen for the plaque or another in need of refurbishment be covered by the member of the public.</p>	Clerk/Park-Keeper
62	<p><u>Oak Road Play Area –</u> Cllrs Yelland and Leech declared personal interests, being WDBC Members.</p> <p>On the proposition of Cllr Marsh seconded by Cllr Ireland (2 abstentions), it was RESOLVED that Okehampton Town Council cease their voluntary grass cutting of this area which is owned by WDBC with immediate effect.</p>	Clerk

63	<u>Simmons Park Car Parking Permits</u> – The Clerk read out requests from Fusion for free parking permits. On the proposition of Cllr Yelland, seconded by Cllr Leech, it was RESOLVED to refuse the requests.	Clerk
64	<u>Asset Tags</u> – A request by the Clerk to purchase asset tags for external use enabling the compilation of a full register of external assets such as bins and benches was considered. On the proposition of Cllr Leech, seconded by Cllr Ireland, it was RESOLVED to purchase 200 tags.	Clerk
65	<u>Dartmoor Way Walking Route</u> – The Committee noted that Dartmoor National Park Authority were working with the Ramblers to re-invigorate the Dartmoor Way walking route.	
66	<u>Dog Waste Bins</u> –	
66.1	A request to provide a dog waste bin within a strip of land between Ball Hill and Fatherford Road belonging to, and managed by, a resident’s association was considered. The Committee noted that there were dog waste bins already sited close to both ends of the strip of land, one of which was the responsibility of the Council and one WDBC. On the proposition of Cllr Marsh, seconded by Cllr Ireland, it was RESOLVED not to provide a bin at this location.	Clerk
66.2	A request for a dog waste bin to be sited in the vicinity of the train station for use by those walking along the tramlines from Fatherford was considered. On the proposition of Cllr Ireland, seconded by Cllr Holt, it was RESOLVED to refuse the request as there was already a bin at the start of the Granite Way and it was unlikely that WDBC would agree to empty a bin that they could not easily access.	Clerk
67	<u>Dark Sky Park Status Proposal for Dartmoor</u> – On the proposition of Cllr Marsh, seconded by Cllr Ireland, it was RESOLVED to support an application by the North Bovey Conservation Group to the International Dark-Sky Association for Dartmoor to be considered for Dark Sky Park status. Clerk to establish the detail of the status and what it means for circulation to Cllrs.	Clerk Clerk
68	<u>Cricket Pitch</u> –	
68.1	A request from Okehampton College to fence off the cricket field that was leased to the College was considered and it was agreed that this should be considered by the Trustees.	Clerk
68.2	On the proposition of Cllr Marsh, seconded by Cllr Leech, it was RESOLVED to approve maintenance work to the lower half of the cricket field and it being temporarily fenced off for a recovery period from September to Easter 2020.	Clerk
69	<u>Old Swimming Pool</u> – Cllrs Yelland and Leech declared personal interests being Members of WDBC. On the proposition of Cllr Tolley, seconded by Cllr Ireland (2 abstentions), it was RESOLVED to accept the Deed of Surrender of the historical lease of an area of land to WDBC, the old swimming pool site, subject to WDBC paying all of the related costs.	Clerk
70	<u>Simmons Park Car Park Management Agreement</u> – Cllrs Yelland and Leech declared personal interests being Members of WDBC. The Clerk reported that a revised agreement had been received from	

WDBC, however there were some queries for which a response was awaited.

It was agreed that alternative options should be investigated prior to any decisions being made.

Clerk

- 71 **Skate Park** – On the proposition of Cllr Leech, seconded by Cllr Ireland, it was **RESOLVED** that Cllr Marsh liaise with Room 13 to establish if they would be interested in repainting the skatepark ramps or taking part in a working group to do so.

Cllr Marsh

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

- 72 **Staff Uniform** – A request for new uniform jackets by the Park-Keeper was considered. On the proposition of Cllr Yelland, seconded by Cllr Leech, it was **RESOLVED** to approve the purchase by the Clerk of both zip-up waterproof coats and soft-shell jackets with the Council logo thereon for the parks staff on investigation of value for money and the obtaining of comparable costings.

Clerk

- 73 **Health & Safety** – The Committee noted that annual inspections of the play areas, skate park and BNX track had been undertaken in March by RoSPA and that the Park-keeper was actioning recommendations made. It was also noted that risk assessments had been completed, including those associated with HAVS.

- 74 **Payment of Invoices** – Cllr Yelland declared an interest as did Cllr Marsh who had a relative who worked for one of the companies on the list. On the proposition of Cllr Leech, seconded Cllr Ireland (1 abstention), the schedule of payments was **APPROVED**.

- 75 **Reports of Council Working Groups – Open Space, Sports & Recreation (OSSR)** – No further information to report at the time.

76 **Members' Reports and Requests for Agenda Items -**

- 76.1 **Dartmoor National Park Forum** – There had been no meeting to report upon.

- 76.2 **Everything Okehampton** – The Food & Music Festival was taking place on 29th June, in excess of 30 stalls would be present.

- 76.3 **North Dartmoor Search & Rescue** – The groups 50th Anniversary Dinner was arranged for September.

- 76.4 **Okehampton Community Archive** – Cllr Holt reported that a meeting had been held on 22nd May when arrangements for Okehampton Show had been discussed including the possibility of sharing a tent with others. Investigation into the purchase of a photocopier was ongoing.

The Clerk was requested to include an item of business on the appropriate Committee agenda 'Archive Storage Space'

Clerk

- 76.5 **Okehampton Community Recreation Association (OCRA)** – Cllr Tolley had attended a meeting earlier in the day, a new manager had been appointed and been in post for approximately two weeks, and three Trustees had recently left.

76.6 **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 Leech, seconded by Cllr Ireland.

77 **Pest Control** – An issue was considered for which further information was requested prior to any resolutions being made.

Action

Clerk

78 **WDBC/Fusion Lease Agreement** – No update to report upon. Clerk to forward details to WDBC Members who would follow up on the progress of this item.

Clerk/
WDBC
Members

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

79 **Urgent Items** – The Clerk advised that a request seeking permission to hold bi-monthly Sunday afternoon car boot sales in Simmons Park car park had been received. Concerns regarding the location including access to the disabled parking bays, staff availability, parking for users of the park and nearby facilities were noted. The Clerk was requested to obtain further information for consideration at the next meeting and other more suitable locations were suggested.

Action

Clerk

The meeting closed at 9.05pm.

Councillor Mrs C Marsh
Chairman