



*Okehampton Town Council*

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Emma James  
Town Clerk

9<sup>th</sup> November 2020

Dear Councillor

You are summoned to attend a remote meeting of the Parks Committee to be held on Monday 16<sup>th</sup> November 2020 at 7pm.

Committee Membership consists of the following:

Cllr Marsh (Chairman)  
Cllr Holt (Vice-Chairman)  
Cllr Button  
Cllr Ireland  
Cllr Jessop

Cllr Yelland (Mayor)  
Cllr Leech (Chairman, Planning)  
Cllr Goffey (Chairman, Property)  
Cllr Tolley (Chairman, Policy & Resources)

### **Join Zoom Meeting**

<https://us02web.zoom.us/j/89688484695>

Meeting ID: 896 8848 4695  
Passcode: 717925

Dial by your location  
0203 051 2874 United Kingdom  
0203 481 5237 United Kingdom  
0203 481 5240 United Kingdom  
Meeting ID: 896 8848 4695  
Passcode: 717925

Yours faithfully

*E James*

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. **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 meeting held on 21<sup>st</sup> September 2020
6. **Matters Arising** – Items for consideration or noting as required:
  - 6.1 **CCTV** – To note that the procurement of a joint town and park system was approved by full Council in October and that plans for the installation are underway and to receive an update from Cllr Leech regarding linking to a monitoring hub.
  - 6.2 **Putting Green** – To note that some enhancement work had been undertaken and that bunkers will be created over the winter.
  - 6.3 **Fairplace** – To note that the project to create a sensory garden at this location will recommence in spring
  - 6.4 **Moor Otter 2020** – To note the scheme has been deferred to Easter 2021
  - 6.5 **Hanging Basket Competition** – To note that the event was cancelled but will be resurrected in 2021
7. **Bookings** – Rowlands Funfair were unable to attend in October due to the pandemic
8. **Antisocial Behaviour and Criminal Damage in Simmons Park** – To receive an update
9. **Electrical Work** – To note that electrical inspections and some work is required to be undertaken in the office and workshop and a contractor has been appointed by Cllr Marsh and the Clerk following receipt of quotations
10. **RingGo** – To consider and resolve to agree to join a scheme being provided by WDBC in their car parks for the provision of a cashless payment system in Simmons Park car park
11. **Clapps Wood Footpath Closure** – To note that the footpath through the wood was closed for 24 hours from 8am on 22<sup>nd</sup> October 2020.
12. **Ground Lease** – To consider a request from OCRA for the provision of a ground lease for the pavilion and the appointment of Stephens Scown Solicitors to draw up the documentation, Stephens Scown already undertaking work for the Council on related matters and being aware of the complexities of the situation
13. **Budget 2021/22** – To consider the initial draft of the Parks Committee budget (V1) for the 2021/22 financial year and the inclusion of any projects or other requirements

14. **Simmons Park Leaflet** – To consider a first outline draft of a new leaflet as created by the Admin Officer
15. **Roundtable Flower Bed** – To consider a request from the group to create or adopt a flower bed in Simmons Park to which they would contribute towards the maintenance by means of volunteer work including a Roundtable sign
16. **Payment of Invoices** – To resolve to approve payment of invoices as per the schedule
17. **Reports of Council Working/Task and Finish Groups** – To consider, note reports and resolve any action required:
  - 17.1 Open Space, Sports & Recreation (OSSR) – To consider and resolve to approve a draft response to an email enquiry relating to sport pitch provision
18. **Members' Reports and Requests for Agenda Items** - To receive reports from Members attending other organisations on behalf of the Council
  - 18.1 Dartmoor National Park Forum - Cllr Sanger
  - 18.2 Everything Okehampton – Cllr Marsh
  - 18.3 North Dartmoor Search & Rescue Group – Cllr Ireland
  - 18.4 Okehampton Community Archive – Cllr Holt
  - 18.5 Okehampton Community Recreation Association (OCRA) – Cllr Tolley
  - 18.6 Parklands Leisure Centre Users Group – Cllrs Tolley and Marsh
  - 18.7 Two Museums Walk – Cllr Goffey

## **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.'**

19. **Cemetery Management** – To receive a report from the Clerk and Working Group on progress
20. **Leases and Agreements** – To receive an update