



Okehampton Town Council

Town Hall
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Okehampton
Devon
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Emma James
Town Clerk

28th June 2021

Dear Councillor

You are summoned to attend a remote meeting of the Parks Committee to be held on Monday 5th July 2021 at 7pm in the Charter Hall, Market Street, Okehampton

Due to coronavirus regulations numbers are restricted to 25 persons in attendance in the Charter Hall, this includes Town Councillors, Council staff and all others who may be present.

Committee Membership consists of the following:

Cllr Travers (Chairman)
Cllr Marsh (Vice-Chairman)
Cllr Abbots
Cllr Button
Cllr Holt
Cllr Jessop
Cllr Leech

Cllr Tolley (Mayor)
Cllr Ireland (Chairman, Planning)
Cllr Sanger (Chairman, Policy & Resources)
Cllr Wood (Chairman, Property)

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 1st March 2021
6. **Updates for Noting:**
 - 6.1 **Moor Otter 2020** – To note the Otter sponsored by the Council was delivered in May and will be in situ until mid-September.
 - 6.2 **Hanging Basket Competition** – To note that some entries have been received and judging will take place in July.
 - 6.3 **Shed Behind the Rock** – To receive an update relating to the replacement of the roof from the Clerk.
7. **Parks Bookings** – To note the following events that are scheduled to take place in Simmons Park subject to Covid restrictions and receipt of the necessary paperwork:

3 rd July	Fields in Trust Day, OCRA
25 th July	Super Sunday, OCRA
30 th July	Party in the Park, D Rowlands
17 th August	Pop-Up Junk Band, WREN
29 th August	May Fair, Rotary
11 th September	Wild Tri, Hospice Care
8. **Vehicles in Simmons Park** – To note that a van, has been regularly parked just inside the main pedestrian entrance gates whilst conversion work is being undertaken and that the owner has been advised that this is not permitted, and an alternative location should be found.
9. **Simmons Park and Fairplace Leaflet** – To resolve to approve the final draft leaflet and printing the printing of 300 copies by a local company who use environmentally friendly products, vegetable-based ink, and recycled paper, at a cost of £126.
10. **Fairplace Sensory Garden** – To note that the work is almost complete and that a s.106 funding contribution has been awarded by WDBC in the sum of £1,565 forwards the costs.
11. **Fairplace Proposal (St James Street)** – To consider a proposal by Cllr Leech for a statue in the centre of the newly created sensory garden at Fairplace and replacement of the metal fencing

12. **Tree Work, Simmons Park** – To resolve to approve a request from Hi-Line to undertake tree/vegetation management work in Simmons Park to maintain safety clearances from the power cables.
13. **Steps from Simmons Park to Station Road** – To consider a request from a member of the public to make alterations to the steps making them more manageable for all persons
14. **Putting** –
 - 14.1 To consider permitting OCRA to become involved in the management of the Putting Green including the hire of clubs and balls in addition to the Leisure Centre with the same terms and to permit this to be undertaken from an ice-cream bike facility within Simmons Park.
 - 14.2 To note that free putting is being offered at the events being held in the park on 3rd and 25th July.
15. **Play Equipment Safety Inspection** – To note that the annual safety inspections of the play areas in Simmons Park and the Skate Park and BMX Track were undertaken in March 2021.
16. **Benches** –
 - 16.1 To consider a proposal by Cllr Travers for the purchase of additional benches, including picnic style, for the play areas in Simmons Park.
 - 16.2 To note that smart solar benches providing charging, including for e-bikes, and other facilities are now available and could be considered for suitable locations in the future.
17. **Cemetery** –
 - 17.1 To note a report from the Clerk in relation to burials that have been undertaken since 1st April 2021.
 - 17.2 To note that the Valuation Service and WDBC were approached in April in relation to the registration of the burial ground for business rates and a response is awaited.
 - 17.3 To note that a request has been made to All Saints Church for access to the toilet facilities for use when the Parks staff are cutting the grass both in the Council's Cemetery and their Churchyard.
18. **Parking Tariff Boards** – To consider replacement of the existing boards as proposed by WDBC at a cost of £154.49 each
19. **Bus Shelters** –
 - 19.1 To consider a request from a member of the public for the provision of a bus shelter in the vicinity of Cost Cutter on Exeter Road noting that Okehampton Hamlets Parish Council may be willing to contribute to the initial cost.
 - 19.2 To consider a bus shelter advertising request.
20. **Football Club** – To note that the football club have offered to carry out an annual litter pick in Simmons Park, to physically assist with other work as may be needed and potentially to contribute to the cost of the emptying of dog litter bins
21. **Simmons Park Lighting** – To note that a review and inspection of the streetlights in Simmons Park needs be undertaken professionally and that replacement of at least one, for which two quotations have been obtained and a further is required.
22. **Rewilding** – To receive a report from Cllr Leech and consider areas for rewilding including around the BMX track and skate park area, and the currently unused area of the cemetery

23. **Granite Shelter Roof** – To note that the shelter roof will be repaired by the Parks Team
24. **Christmas Lights** – To consider a request from Everything Okehampton for the donation of a Simmons Park Parking Permit as a prize for the silent auction or the draw raising funds for the lights
25. **Sponsorship** – To consider a proposal from a local business who would like to sponsor a suitable area within the town centre
25. **Payment of Invoices** – To resolve to approve payment of invoices as per the schedule
26. **Reports of Council Working/Task and Finish Groups** – To consider, note reports and resolve any action required:
26.1 Open Space, Sports & Recreation (OSSR) – Cllr’s Leech and Marsh
26.2 Cemetery Management – Cllr’s Goffey, Jessop, Marsh and Tolley
27. **Members’ Reports and Requests for Agenda Items** - To receive reports from Members attending other organisations on behalf of the Council
27.1 Dartmoor National Park Forum - Cllr Sanger
27.2 Everything Okehampton – Cllr Marsh
27.3 North Dartmoor Search & Rescue Group – Cllr Ireland
27.4 Okehampton Community Archive – Cllr Holt
27.5 Okehampton Community Recreation Association (OCRA) – Cllr Tolley expires 2024.
27.6 Parklands Leisure Centre Users Group – Cllrs Tolley and Marsh
27.7 Cycle Track Sticklepath to Okehampton – Cllrs Jessop and Matravers

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.’

28. **Zip Wire Replacement** – To consider quotations for the replacement of the zip wire and make a recommendation to full Council
29. **Clapps Wood** – To consider quotations for the felling of the trees affected by ash tree dieback and make a recommendation to full Council