



Okehampton Town Council

Town Hall
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Paul R Snell
Town Clerk

14 July 2014

Dear Councillor

You are summoned to attend a meeting of the Parks Committee to be held on Monday 21 July 2014 at 7.00 pm in the Council Chamber, Town Hall, Fore Street, Okehampton.

Yours faithfully

Paul R Snell
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** –
 - (i) Presentation on Renewable Energy Opportunities for Communities by Andrew Shadrake, Senior Associate, DARE.
 - (ii) For comment by the public.
3. **Members' Questions** - To receive questions from Members regarding the workings of the Committee.
4. **Minutes** - To confirm, approve and sign the minutes of the Parks Committee meeting held on 16 June 2014.

5. **Matters Arising** -
- 5.1 **Sophia Simmons' Headstone** – Nothing to report.
- 5.2 **First World War Commemoration** – To report receipt of £250 grant from the Locality Fund through Councillor Ball.
- 5.3 **Simmons Park Leaflet** – Nothing to report.
- 5.4 **BT Phone Box** - Clerk to update.
- 5.5 **College Car Park Alterations** - Clerk to update.
6. **Park Bookings** - To consider requests for use of Simmons Park received up to 14 July 2014:
None received to date.
7. **Open Spaces** -
- (i) Information on potential transfer from WDBC - Chairman to report on information received from WDBC regarding cost of maintenance of toilets.
- (ii) Report on soft testing process for future delivery of leisure services in West Devon. Councillor Leech/Clerk to report.
8. **Works Completed or in Progress** - To note contracts or works that have been completed since the last meeting:
- 8.1 **Tractor mower attachment purchase** – To report that the replacement mower attachment has been ordered and delivered.
- 8.2 **Simmons Park Tree Survey** – To report that the tree survey has been carried out and the report is awaited.
- 8.3 **Play Area and Skate Park Safety Inspections** – To report that the Safety Reports have been received post survey (as circulated previously) and to consider action priorities.
- 8.4 **Play area equipment replacement** – To report that two items of equipment have been agreed for replacement due to breakage (wear and tear).
- 8.4 **Cemetery Fencing** – To report that repairs to the cemetery fencing and posts have been commissioned.
- 8.5 **Vertidrain** – To report that DGM have been contracted to supply one day's vertidrain service in Simmons Park – date to be confirmed.
- 8.6 **Waste Collection Contract** – To report that the regular contract with Biffa terminated and a new contract has been agreed with DCW. Clerk to report on implications.

9. **Repair of Play area surface** – To consider quotations received for the repair of the Infant play area surface near Parklands and to agree contractor and funding. Three quotations requested and available for inspection at the Meeting.
10. **Park Inspection 2 July 2014** –
- (i) Chairman and Clerk to report on Park walkabout to consider location and type of new signage, need for additional dog bins, dog waste bag stands and policy regarding areas for wild flower regeneration vis-a-vis short-cut grass sward.
 - (ii) To consider approval for funding an additional dog bin near the bandstand.
11. **Community Energy Cooperative** – Consideration of presentation, actions arising therefrom and whether to request feasibility study if funded through the Renewable Communities Energy Fund.
12. **Members' Reports** - To receive reports from Members attending other organisations on behalf of the Council.
- (i) Children's Centre - Councillor Leech.
 - (ii) North Dartmoor Search and Rescue Group - Councillor Ireland.
 - (iii) Okehampton Community Archive - Councillors Stephens & Vachon.
 - (iv) Okehampton Community Recreation Association (OCRA) - Councillors Davies & Weekes.
 - (v) Parklands Leisure Centre Users' Group - Councillors Leech & Marsh.
 - (vi) Tennis Court Management - Councillor Marsh, P Snell (Town Clerk).
 - (vii) Youth Issues/Room 13 - Councillors Davies & Marsh.