



Okehampton Town Council

Town Hall
Fore Street
Okehampton
Devon
EX20 1AA

01837 53179
townclerk@okehampton.gov.uk

Emma James
Town Clerk

11th October 2021

Dear Councillor

You are summoned to attend a meeting of the Parks Committee to be held on Monday 18th October 2021 at 7pm in the Charter Hall, Market Street, Okehampton

Committee Membership consists of the following:

Cllr Travers (Chairman)	Cllr Tolley (Mayor)
Cllr Marsh (Vice-Chairman)	Cllr Ireland (Chairman, Planning)
Cllr Abbots	Cllr Sanger (Chairman, Policy & Resources)
Cllr Button	Cllr Wood (Chairman, Property)
Cllr Holt	
Cllr Jessop	
Cllr Leech	

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 note a written report from Mr McGahey
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 meetings held on 22nd April and 5th July 2021
6. **Updates for Noting:**
 - 6.1 **Shed Behind the Rock** – To note that the roof has been replaced.
 - 6.2 **Simmons Park and Fairplace Leaflet** – To note that positive feedback has been received and further copies are required to be printed.
 - 6.3 **Simmons Park Lighting** – To note that stability and electrical inspections of the lighting columns in Simmons Park have been undertaken
7. **Parks Bookings** – To note the following event is scheduled to take place in Simmons Park subject to Covid restrictions:
10th to 17th October Anderton and Rowland Carnival Fair
8. **Steps from Simmons Park to Station Road** – To consider options for alterations to the pathways through the woodland making them more manageable for all persons, noting there is a route that avoids steps
9. **Play Equipment Repairs** – To resolve to approve the purchase of parts to repair the Rotator at the cost of £721.50, noting that the parts are only available from one company.
10. **WWII Pillbox** – To note that the structural inspection has not highlighted any concerns and it can now be opened to the public on occasions and that the provision of an information board is being investigated.
11. **Clapps Wood** –
 - 11.1 **Ash Dieback** - To note that the felling licence has been recommended for approval by the Forestry Commission subject to conditions as circulated.
 - 11.2 **Footpath Closure** – To note that the footpath through the wood will be closed for 24 hours from 8am on 27th October 2021.
12. **Litter and Dog Waste Bins** – To note that complaints have been received in relation to overflowing litter and dog waste bins and to consider options for resolution
13. **Benches** –
 - 13.1 To consider the purchase of additional benches, including picnic style, for the play areas in Simmons Park.
 - 13.2 To consider the purchase of a replacement bench for the area by Market Street toilets, subject to permission from the landowner
14. **Bus Shelters** – To consider progress with regards to a request from a member of the public for the provision of a bus shelter on the junction of Exeter Road and Baldwin Drive
15. **Cemetery** –
 - 15.1 To note a report in relation to burials that have been undertaken since 1st April 2021.
 - 15.2 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.
 - 15.3 To note that the entrance and exits into All Saints Church car park, which is the access to the Cemetery are deteriorating
16. **Consultation – Environment Agency Review of Charges for Water Resources** – To resolve to recommend a response to full Council noting that the consultation closes on 10th November 2021

17. **OMEP-UK'S Education for Sustainable Citizenship Award** – To consider approval of a request for Simmons Park to be added to a list of venues in the OMEP-UK ESC Award Away Day directory, details circulated
18. **Terms of Reference** – To review the Committee Terms of Reference and make recommendation to full Council.
19. **Simmons Park and Kempley Meadows Management Plan** – To review and plan and make recommendation of adoption to full Council.
20. **Public Spaces Protection Order 2021 – Control of Dogs** – To note that the Order has been confirmed by WDBC following a consultation that ended on 31st July 2020 and resolve to nominate Councillors to work with an Officer to review the findings and report back to the Committee the implications for areas that are the responsibility of the Council and recommendations
21. **Budget 2022/23** - To consider any projects and particular purchases for inclusion in the first draft of the budget for the financial year 2022/23
22. **Christmas Trails** – To note that there will be two Christmas Trails in December based on the carols 'The Holly and the Ivy' and 'The Twelve Days of Christmas'
23. **Payment of Invoices** – To resolve to approve payment of invoices as per the schedule
24. **Reports of Council Working/Task and Finish Groups** – To consider, note reports and resolve any action required:
 - 24.1 Open Space, Sports & Recreation (OSSR) – Cllr's Leech and Marsh
 - 24.2 Cemetery Management – Cllr's Goffey, Jessop, Marsh and Tolley – To be resurrected to consider the purchase of a plot of land for future use at a later date
25. **Members' Reports and Requests for Agenda Items** - To receive reports from Members attending other organisations on behalf of the Council
 - 25.1 Dartmoor National Park Forum - Cllr Sanger
 - 25.2 Everything Okehampton – Cllr Marsh
 - 25.3 North Dartmoor Search & Rescue Group – Cllr Ireland
 - 25.4 Okehampton Community Archive – Cllr Holt
 - 25.5 Okehampton Community Recreation Association (OCRA) – Cllr Tolley expires 2024
 - 25.6 Parklands Leisure Centre Users Group – Cllrs Tolley and Marsh
 - 25.7 Cycle Track Sticklepath to Okehampton – Cllrs Jessop and Matravers