

**Minutes of an Okehampton Town Council Parks Committee Meeting held on
Monday 5th July 2021 at 7pm in the Charter Hall, Okehampton**

Committee Members Present: Councillor D Travers (Chairman)
Councillor B Tolley (Mayor)
Councillor M Ireland (Chairman, Planning)
Councillor D Sanger (Chairman, Policy & Resources)
Councillor A Wood (Chairman, Property)
Councillor T Abbots
Councillor G Button
Councillor C Holt
Councillor P Jessop
Councillor T Leech
Councillor C Marsh

Other Members Present: Councillor J Goffey
Councillor J Yelland

In Attendance: Mrs E James (Town Clerk)
Mr J McGahey (Park-Keeper)
1 Member of the Public

Action

106 **Apologies for Absence** – None

107 **Deferment of Business** – None

108 **Mr McGahey, Park-Keeper** – Mr McGahey reported that the Sensory Garden was complete. The tree in the centre was flowering well and tied in nicely with the National Trust's initiative to plant a tree in every town centre. The West Bridge wildflower verge was flourishing. Anti-social behaviour had improved. The refurbished putting green had been used by over 100 people on Saturday 3rd July as part of the Fields in Trust Day. The bollard by the football club had been installed.

109 **Members' Questions** – None

110 **Minutes** - The minutes of the Parks Committee meeting held on 1st March 2021 were **APPROVED** and signed by the Chairman on the proposition of Cllr Holt, seconded Cllr Ireland.

111 **Updates for Noting** –

111.1 **Moor Otter** – It was noted that the Otter sponsored by the Council had arrived in May and would be in situ until mid-September.

111.2 **Hanging Basket Competition** – The competition would be judged by the Mayor of WDBC in July.

111.3 **Shed Behind the Rock** – A date for replacement of the roof was awaited, the contractor was struggling to obtain materials.

112 **Parks Bookings** – The following bookings were noted:

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

29th August May Fair, Rotary
11th September Wild Tri, Hospice Care

It was noted that a further booking for the Anderton & Rowland Fair from 10th to 17th October 2021 had been received.

113 **Vehicles in Simmons Park** – It was noted that the Clerk had written to the owner of a van that had been regularly parked just inside the main pedestrian gates advising that vehicles were not permitted in the park.

114 **Simmons Park and Fairplace Leaflet** – On the proposition of Cllr Marsh, seconded Cllr Tolley, it was **RESOLVED** to approve the leaflet with agreed amendments, and printing by a local company at a cost of £126 for 300 copies.

The leaflet would be available from various locations including the Tourist Information Centre, Library, Ockment Centre, Train Station and Council Offices.

115 **Fairplace Sensory Garden** – It was noted that work was complete and that WDBC had contributed funding amounting to £1,565 from S.106 funding to the project.

116 **Fairplace Proposal** – Cllr Leech outlined a proposal for a statue in the centre of the newly created sensory garden and replacement of the surrounding metal fencing.

On the proposition of Cllr Marsh, seconded Cllr Ireland it was **RESOLVED** to investigate the feasibility of a statue to be situated in a location other than in place of the tree in the centre of Fairplace sensory garden and that the Council would not fund the statue or replacement of the fencing.

117 **Tree Work, Simmons Park** – On the proposition of Cllr Jessop, seconded Cllr Ireland it was **RESOLVED** to permit tree/vegetation management to be undertaken by Hi-Line in order to maintain safety clearances from power cables, subject to any planning permissions required being sought and on consultation with the Park-Keeper.

Clerk/Park-
Keeper

(Member of the Public left the meeting)

118 **Steps from Simmons Park to Station Road** – Consideration was given to a request that the steps were made more accessible. It was noted there was an alternative step free route through the park to Station Road.

On the proposition of Cllr Marsh, seconded Cllr Jessop it was **RESOLVED** to refine the Simmons Park and Fairplace leaflet to show the alternative step free route and undertake some maintenance work to the steps. Further options for step maintenance to be brought back to Parks Committee.

Clerk/Park-
Keeper

119 **Putting** – Cllrs Marsh and Tolley declared an interest being Trustees.

119.1 On the proposition of Cllr Jessop, seconded Cllr Wood (1 abstention) it was **RESOLVED** to permit OCRA to become involved in the

	management of the Putting Green by way of hiring out the clubs and balls in addition to the Leisure Centre on the same terms; that they keep 10% of takings as a management fee and that this be undertaken from an ice-cream bike facility within Simmons Park, or from the Pavilion.	Clerk
119.2	It was noted that free putting had been offered as part of the Field in Trust Day on 3 rd July and would be available on 25 th July in conjunction with OCRA's Super Sunday event.	
120	<u>Play Equipment Safety Inspections</u> – It was noted that the annual safety inspection of the play equipment, skate park and BMX track had been undertaken by RoSPA in March 202. The Parks Team were working through the recommendations which were of a minor nature with the exception of the Zip Wire which had been decommissioned.	
121	<u>Benches</u> –	
121.1	On the proposition of Cllr Tolley, seconded Cllr Sanger, it was RESOLVED to investigate the purchase of additional benches to be placed in the vicinity of the play areas in Simmons Park, for review by the Committee.	Clerk/Park-Keeper
121.2	The availability of smart solar benches was noted.	
122	<u>Cemetery</u>	
122.1	A report from the Clerk detailing the burials and associated tasks that had taken place since 1 st April 2021 was noted.	
122.2	It was noted that the Valuation Service and WDBC had been approached in April in order to register the Cemetery for business rates and there was a response time of at least four months.	
122.3	It was noted that a key to the toilet facilities in the carpark of All Saints Church had been provided for the Parks Team use when they were cutting the grass in the Councils Cemetery and All Saints Churchyard. There would be no cost to the Council for the occasional use of the facility.	
123	<u>Parking Tariff Boards</u> - On the proposition of Cllr Marsh, seconded Cllr Jessop it was RESOLVED to defer the decision until the next parks meeting due to ongoing work to review leases.	Clerk
124	<u>Bus Shelters</u>	
124.1	On the proposition of Cllr Ireland, seconded Cllr Jessop it was RESOLVED that the cost and feasibility of the provision of a bus shelter in the vicinity of Cost Cutter on Exeter Road was investigated, including the seeking of permission from the landowner.	Clerk
124.2	On the proposition of Cllr Jessop, seconded Cllr Marsh it was RESOLVED to defer a decision in relation to bus shelter advertising until such time as a resolution in relation to the provision of a bus shelter at Min Ref 124.1 had been made.	Clerk
125	<u>Football Club</u> – It was noted that the Football Club had 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.	Clerk
A motion to suspend Standing Order 3 (bb) to permit extension of the meeting was proposed by Cllr Marsh, seconded Cllr Ireland, and agreed.		
126	<u>Simmons Park Lighting</u> – It was noted that a review and inspection of the streetlights in Simmons Park needed to be undertaken and that replacement of at least one lighting column was required, for which two quotations had been obtained and a third was needed. Bulbs were being replaced with LED as and when they needed to be changed.	Clerk
127	<u>Rewilding</u> – Cllr Leech reported on the potential for rewilding of areas including around the BMX track and skate park area.	
128	<u>Granite Shelter Roof</u> – It was noted that the shelter roof would be repaired by the Parks Team.	Park-Keeper
129	<u>Christmas Lights</u> – Cllr Marsh declared an interest being a member of Everything Okehampton. On the proposition of Cllr Travers, seconded by Cllr Tolley (1 abstention), it was RESOLVED to provide a 6-month parking permit for one specified vehicle as a prize for the silent auction. The permit would be required to commence within one year of the date of the auction.	Clerk
130	<u>Sponsorship</u> – On the proposition of Cllr Jessop, seconded by Cllr Wood, it was RESOLVED that the Clerk liaise with the potential sponsor to make suggestions, including the provision of flower containers at the entrances to the town, the flower bed on School Way or in Simmons Park or the public toilets, and to ascertain further details.	Clerk
131	<u>Payment of Invoices</u> – On the proposition of Cllr Abbots, seconded by Cllr Tolley, it was RESOLVED to approve the schedule of payments.	
132	<u>Reports of Council Working/Task and Finish Groups -</u>	
132.1	<u>Open Space, Sports & Recreation (OSSR)</u> – WDBC had formalised a report setting out what they were doing throughout the borough.	
132.2	<u>Cemetery Management</u> – On hold, the group would consider the purchase of land for the future at a later date.	
133	<u>Members' Reports and Requests for Agenda Items -</u>	
133.1	<u>Dartmoor National Park Forum</u> – No meeting had been held.	
133.2	<u>Everything Okehampton</u> – The following events were planned: 31 st July attendance at the Mayors Coffee morning 22 nd October a Gala Dinner in aid of the Christmas lights 23 rd October a Craft and Community Fair 24 th October a children's party and fields in trust type of event highlighting activities and organisations available for young people	

133.3 North Dartmoor Search & Rescue – Cllr Ireland reported that he had met with the new Controller of the Team and had been offered an opportunity to become involved in event control.

133.4 Okehampton Community Archive – Cllr Holt reported there had been no meetings held.

133.5 Okehampton Community Recreation Association (OCRA) – Cllr Tolley reported that the football club had taken over the first floor of the Pavilion.

133.6 Parklands Leisure Centre Users Group – Cllr Leech reported no meeting had been held.

133.7 Cycle Track Sticklepath to Okehampton – Meetings had been held on the first Fridays of the month. The group had a shortfall of £2K from the £6K target for the feasibility study, a grant application result was awaited, and further funding was being investigated. Road safety meetings and conversations with dcc were progressing.

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 involved the likely disclosure of sensitive and confidential information. Proposed by Cllr Ireland, seconded by Cllr Tolley.

(Cllr Leech left the meeting)

- | | Action |
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| 134 <u>Zip Wire Replacement</u> - On the proposition of Cllr Button, seconded by Cllr Abbots (1 abstention), it was RESOLVED to make a recommendation to full Council for the purchase and installation of a 30m long Zip Wire from Hags, and that Okehampton Hamlets Parish Council be offered the opportunity to assist with its funding as they had paid for the original Zip Wire. | Clerk |
| 135 <u>Clapps Wood</u> - On the proposition of Cllr Marsh, seconded by Cllr Jessop, it was RESOLVED to recommend to full Council the award the contract for the felling of the Ash Trees which were all infected with ash tree dieback to Hulls Landscapes and Treeworks. | Clerk |

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

The meeting closed at 9.23pm

Councillor Travers
Chairman