



**Okehampton Town Council**

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Emma James  
Town Clerk

6<sup>th</sup> December 2021

Dear Councillor

You are summoned to attend a meeting of the Parks Committee to be held on Monday 13<sup>th</sup> December 2021 at 7pm in the Charter Hall, Market Street, Okehampton

Committee Membership consists of the following:

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

Cllr Tolley (Mayor)  
Cllr Ireland (Chairman, Planning)  
Cllr Sanger (Chairman, Policy & Resources)  
Cllr Wood (Chairman, Property)  
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 receive a 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 18<sup>th</sup> October and 15<sup>th</sup> November 2021
6. **Updates for Noting:**
  - 6.1 **Litter Bins and Benches** – To note that the litter bins and benches for the park and outside of Market Street Public Toilets have been delivered
  - 6.2 **Ash Dieback** - To note that the felling licence has been approved by the Forestry Commission and work is due to commence in January
7. **Parks Bookings** –
  - 7.1 To note that OCRA hosted a school Santa Run in the park and adjoining college land on 8<sup>th</sup> December
  - 7.2 Covid Testing Site – To consider a request by DCC for Simmons Park car park to be used by the Community Testing van
8. **Cemetery** –
  - 8.1 To note a report in relation to burials that have been undertaken since 1<sup>st</sup> April 2021.
  - 8.2 To note that the Cemetery has been registered for business rates and that the total charge including arrears back to 1<sup>st</sup> April 2017 is £596.59.
9. **DEFRA Consultation on Amendments to the Environmental Permitting (England and Wales) Regulations 2016 as applied to Groundwater Activities and related Surface Water Discharge Activities** – To consider a response to the consultation as recommended by the Cemetery Working Group
10. **Public Spaces Protection Order 2021 – Control of Dogs** – To consider a report and recommendations from Cllrs Marsh, Wood and the Clerk
11. **Zip Wire** – To receive an update in relation to the installation of the replacement piece of equipment and to consider holding a small opening event
12. **2022/23 Budget** – To consider a revised version (V2) of the Committees budget as resolved by full Council on 29<sup>th</sup> November.
13. **Policies and Documents** – To consider the following policies and make recommendation to the Policy & Resources Committee:
  - Lone Working Policy
  - Snow and Ice Management Policy
  - Simmons Park Booking Form
  - Simmons Park Terms and Conditions of Hire
  - Simmons Park Hire Policy
14. **Payment of Invoices** – To resolve to approve payment of invoices as per the schedule
15. **Reports of Council Working/Task and Finish Groups** – To consider, note reports and resolve any action required:
  - 15.1 Open Space, Sports & Recreation (OSSR) – Cllr's Leech and Marsh
  - 15.2 Cemetery Management – Cllr's Goffey, Jessop, Marsh and Tolley
16. **Members' Reports and Requests for Agenda Items** - To receive reports from Members attending other organisations on behalf of the Council
  - 16.1 Dartmoor National Park Forum - Cllr Sanger
  - 16.2 Everything Okehampton – Cllr Marsh
  - 16.3 North Dartmoor Search & Rescue Group – Cllr Ireland

- 16.4 Okehampton Community Archive – Cllr Holt
- 16.5 Okehampton Community Recreation Association (OCRA) – Cllr Tolley expires 2024
- 16.6 Parklands Leisure Centre Users Group – Cllrs Tolley and Marsh
- 16.7 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.’**

- 17. **Clapps Wood Drainage** – To note correspondence from a member of the public, receive an report from the Clerk and Park-Keeper and resolve action to be taken
- 18. **Bus Shelters** – To consider progress 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 including correspondence from another member of the public
- 19. **Simmons Park Car Park Light Bulb Replacement** - To consider quotations for replacement of the bulbs with LED’s
- 20. **Simmons Park Tree Survey** - To consider quotations for a survey of the trees in Simmons Park which is due to be undertaken in January
- 21. **Rowland and Anderton Fair Agreement** – To consider approval of a six year agreement for the use of Simmons Park