

**Minutes of an Okehampton Town Council Parks Committee Meeting held on
Monday 13th December 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 C Marsh
Councillor T Leech

Other Members Present: Councillor J Goffey
Councillor B Matravers

In Attendance: Mrs E James (Town Clerk)
Mr J McGahey (Park-keeper)

- 555** **Apologies for Absence** – Apologies from Cllr Yelland who was not a member of the Committee were noted.
- 556** **Deferment of Business** – None
- 557** **Mr McGahey, Park-Keeper** – Mr McGahey attended and provided an update which included the following: the phone box work glass installation was almost complete. CCTV was deterring antisocial behaviour and there had been no issues since its installation that he was aware of. The new benches had arrived and there was one left to install. Shrubs had been tidied and cut back, machine maintenance was commencing. Projects over the winter included the provision of information boards and Clapps Wood felling in January due to ash-dieback followed by its replanting.
- 558** **Members' Questions** – None
- 559** **Minutes** - The minutes of the Parks Committee meetings held on 18th October and 15th November 2021 were **APPROVED** and signed by the Chairman on the proposition of Cllr Tolley, seconded Cllr Ireland.
- 560** **Updates for Noting** –
- 560.1** **Litter Bins and Benches** – The Committee noted that the litter bins and benches had been delivered and were in the process of being installed.
- 560.2** **Ash Dieback** – It was noted that the Clapps Wood felling licence had been approved by the Forestry Commission and work would commence in January.
- 561** **Parks Bookings** –
- 561.1** It was noted that the OCRA School Santa Run had been cancelled.
- 561.2** A requested by DCC to use Simmons Park as a Covid Testing Site was considered and concerns voiced in relation to the number of spaces that

Action

would be taken up and if there would be enough room for those needing to use the service if the car park was busy.

On the proposition of Cllr Travers, seconded Cllr Ireland, it was **RESOLVED** to defer for further information to be sourced in relation to the how the service would be managed, the space that would be needed and the reasons for moving from Waitrose.

Clerk

562 Cemetery

562.1 A report from the Clerk detailing the burials that had taken place since 1st April 2021 was noted.

562.2 It was noted that the Cemetery had been registered for business rates and that the total charge including arrears back to 1st April 2017 was £596.59. The charge for the current financial year being £122.26.

563 DEFRA Consultation on Amendments to the Environmental Permitting (England and Wales) Regulations 2016 as applied to Groundwater Activities and related Surface Water Discharge Activities - On the proposition of Cllr Wood, seconded Cllr Button, it was **RESOLVED** to approve draft response, as circulated, for submission.

Clerk

564 Public Spaces Protection Order 2021 – Control of Dogs - On the proposition of Cllr Travers, seconded Cllr Leech (1 against) it was **RESOLVED** to approve the recommendations set out in the previously circulated report.

Clerk

565 Zip Wire – Mr McGahey reported that a site visit would be undertaken in early January with installation anticipated to take place later in the month. On the proposition of Cllr Jessop, seconded Cllr Tolley, it was **RESOLVED** to approve a small opening event to which the Okehampton schools would be invited.

Clerk

566 Budget 2022/23 – Consideration was given to the purchase of a chipper which would cost in the region of £4,000. On the proposition of Cllr Wood, seconded Cllr Jessop, it was **RESOLVED** to agree the budget as previously circulated without any amendments.

Clerk

567 Policies and Documents – On the proposition of Cllr Travers, seconded Cllr Wood, it was **RESOLVED** to recommend the following policies to full Council:

- Lone Working Policy
- Snow and Ice Management Policy
- Simmons Park Booking Form
- Simmons Park Terms and Conditions of Hire
- Simmons Park Hire Policy

Clerk

568 Payment of Invoices – On the proposition of Cllr Travers, seconded by Cllr Ireland, it was **RESOLVED** to approve the payments.

569 Reports of Council Working/Task and Finish Groups -

569.1 Open Space, Sports & Recreation (OSSR) – No meetings had been held and it was thought that the group was potentially no longer required.

- 569.2** Cemetery Management – The last meeting had considered the DEFRA consultation proposals as reported earlier in the meeting.
- 570** Members' Reports and Requests for Agenda Items -
- 570.1** Dartmoor National Park Forum – Cllr Sanger reported that the meeting had been cancelled.
- 570.2** Everything Okehampton – Cllr Marsh had no update to report. It was noted that positive comments about the new lights purchased by the Council had been received.
- 570.3** North Dartmoor Search & Rescue – Cllr Ireland reported he had been unable to attend the last meeting.
- 570.4** Okehampton Community Archive – Cllr Holt reported that the documents had been packed and would be moved to the Town Hall the following week. Notice to vacate the building at the end of the year had been given.
- 570.5** Okehampton Community Recreation Association (OCRA) – Cllr Tolley advised a meeting was scheduled for later in the week.
- 570.6** Parklands Leisure Centre Users Group – Cllr Marsh advised there had been no meeting to report upon.
- 570.7** Cycle Track Sticklepath to Okehampton – Cllr Jessop advised there had been no meeting to report upon.

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 Leech.

- 571** Clapps Wood Drainage – An update was provided by Mr McGahey and the Clerk. It was noted that a quotation was being sought for drain clearance so that a camera survey could be undertaken to establish the extent of the potential work that needed to be undertaken.

Further research to be undertaken with WDBC, the previous owner, to establish if there was a wayleave in place.

On the proposition of Cllr Travers, seconded Cllr Leech, it was **RESOLVED** to defer the item.

Park-
Keeper/
Clerk

- 572** Bus Shelters - On the proposition of Cllr Marsh, seconded Cllr Jessop, it was **RESOLVED** to defer for reconsideration in the future due to the potential costs that would be involved, and the concerns that had been raised by the landowner, some of which would be difficult to negate, and future potential legal issues.

Clerk

- 573** Simmons Park Car Park Light Replacement - On the proposition of Cllr Marsh, seconded Cllr Tolley, it was **RESOLVED** to appoint JT Greaves.

Park-
Keeper/
Clerk

574 **Simmons Park Tree Survey** - On the proposition of Cllr Leech, seconded Cllr Travers, it was **RESOLVED** to appoint Hi-Line to undertake the survey.

Park-Keeper/
Clerk

575 **Rowland and Anderton Fair Agreement** - On the proposition of Cllr Leech, seconded Cllr Travers, it was **RESOLVED** to approve a six-year agreement at the current fee and as set out in the report.

Clerk

On the proposition of Cllr Sanger, seconded Cllr Leech, it was **RESOLVED** to exit Part Two.

The meeting closed at 8.10pm

Councillor Travers
Chairman

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