



Okehampton Town Council

Town Hall
Fore Street
Okehampton
Devon
EX20 1AA

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Emma James
Town Clerk

28th March 2022

Dear Councillor

You are summoned to attend a meeting of the Parks Committee to be held on Monday 4th April 2022 at 7.15pm (or at the arising of the full Council meeting, whichever later) 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 Leech
Cllr Jessop	

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 meeting held on 7th February 2022
6. **Zip Wire** – To receive an update on the installation of the zip wire
7. **Parks Bookings** – To note the following events that have either taken place or are scheduled to take place in Simmons Park subject to receipt of the necessary paperwork:

26 th March	Wren Lantern Procession
4 th June	Queens Platinum Jubilee Celebrations
5 th June	Rotary May Fair
6 th -13 th June	Anderton Rowland Fair
8. **Play Equipment Safety Inspection** – To note that the annual safety inspections of the play areas in Simmons Park, the Skate Park and BMX Track were undertaken in March 2022.
9. **Memorial Tree Request** – To consider a request from the Museum of Dartmoor Life to plant an Oak Tree in Simmons Park to mark 40 years of the opening of the museum
10. **Replacement Simmons Park Bench** – To note that one of the original park benches has been damaged by a delivery van, is no longer usable, and that a claim for replacement cost is being pursued
11. **Dog Waste Bin**– To receive and consider a report from Cllr Leech about the overflowing dog waste bin at the junction of Chichacott Road and Crediton Road
12. **Reported Crimes** – To note the following crimes during February and March that have been reported to the Police who are reviewing CCTV footage:
 - Criminal Damage – Fairplace Gardens
 - Criminal Damage to a bin – Simmons Park
 - Criminal Damage to a stone wall – Simmons Park
13. **Cemetery** –
 - 13.1 To receive a summary of burials during 2021/22
 - 13.2 To receive a report from the Clerk following initial enquiries about the purchase of land for future use as a Cemetery and consider any actions arising
14. **Simmons Park Information Boards** – To consider the amended artwork, quotations if available, and resolve to approve the submission of a planning application for a new board in the vicinity of Jubilee Bridge and the replacement of the board inside the pedestrian entrance
15. **Bus Shelters** – To consider a bus shelter advertising request
16. **Parklands Leisure Centre** – To receive and consider a report from Cllr Marsh
17. **Tennis Club Agreement** – To receive and consider a report from Cllr Marsh and the Clerk
18. **Tree Work Planning Applications** – To note the following planning applications that have been submitted for work to trees that are the responsibility of the council
 - 18.1 0769/22/TEX – Exemption Granted for works to T1 Sycamore that fell in Simmons Park during recent storms
 - 18.2 0548/22/TPO – Works to two TPO trees
 - 18.3 Works to trees in a conservation area

19. **Payment of Invoices** – To resolve to approve payment of invoices as per the schedule
20. **Reports of Council Working/Task and Finish Groups** – To consider, note reports and resolve any action required:
 - 20.1 Open Space, Sports & Recreation (OSSR) – Cllr's Leech and Marsh
 - 20.2 Cemetery Management – Cllr's Goffey, Jessop, Marsh and Tolley
21. **Members' Reports and Requests for Agenda Items** - To receive reports from Members attending other organisations on behalf of the Council
 - 21.1 Dartmoor National Park Forum - Cllr Sanger
 - 21.2 Everything Okehampton – Cllr Marsh
 - 21.3 North Dartmoor Search & Rescue Team – Cllr Ireland
 - 21.4 Okehampton Community Archive – Cllr Holt
 - 21.5 Okehampton Community Recreation Association (OCRA) – Cllr Tolley ceases 2024
 - 21.6 Parklands Leisure Centre User Group – Cllrs Tolley and Marsh
 - 21.7 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.'

22. **Simmons Park Tree Works** – To consider quotations for the work required, if received.
23. **Benches behind Lidl** – To consider quotations sought, as requested at the previous meeting, for replacement of the two benches
24. **Land Registry** – To ratify approval of Solicitors fees for the registration of land with Land Registry
25. **Bin Liners** – To consider quotations for the purchase of replacement liners for the square bins in Simmons Park
26. **Granite Trough** – To consider a quotation for refurbishment of a lettering on a granite trough in Simmons Park
27. **Land Adjacent to Skate Park** - To consider a proposal for use of the land