

**Minutes of an Okehampton Town Council Parks Committee Meeting held on  
Monday 4<sup>th</sup> April 2022 at 7.15pm in the Charter Hall, Okehampton**

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

**Other Members Present:** Councillor J Goffey  
Councillor B Matravers  
Councillor J Yelland

**In Attendance:** Mrs E James (Town Clerk)  
1 Member of the Public

	<b>Action</b>
865 <b><u>Apologies for Absence</u></b> – Apologies from Cllr Travers and Jessop were <b>approved</b> on the proposition of Cllr Tolley, seconded Cllr Abbots.	
866 <b><u>Deferment of Business</u></b> – None	
867 <b><u>Mr McGahey, Park-Keeper</u></b> – A report from Mr McGahey who was unable to be present was read by the Clerk. The report included an update on the preparation of the wildflower area, planting of the Jubilee Oak tree, and the growing of plants for the hanging baskets and tubs.	
868 <b><u>Members’ Questions</u></b> – None	
869 <b><u>Minutes</u></b> - Minutes of the Parks Committee meeting held on 7 <sup>th</sup> February 2022 were <b>APPROVED</b> to be signed by the Chairman on the proposition of Cllr Sanger, seconded Cllr Holt.	
870 <b><u>Updates for Noting</u></b> –	
870.1 <b><u>Zip Wire</u></b> – The Committee noted that a date for installation was awaited.	
871 <b><u>Park Bookings</u></b> – The bookings for future and recent events were noted: 26 <sup>th</sup> March Wren Lantern Procession 4 <sup>th</sup> June Queens Platinum Jubilee Celebrations 5 <sup>th</sup> June Rotary May Fair 6 <sup>th</sup> -13 <sup>th</sup> June Anderton Rowland Fair	
872 <b><u>Play Equipment Safety Inspection</u></b> – Annual safety inspections of the play areas in Simmons Park, the Skate Park and BMX Track had been undertaken in March 2022. Some minor repairs were required to the play areas and to the skate park.  It was noted that resurfacing of the skate park would be needed in 2023/24.	
873 <b><u>Memorial Tree Request</u></b> – On the proposition of Cllr Leech, seconded Cllr Tolley, it was <b>RESOLVED</b> to approve a request from the Museum of Dartmoor Life to plant an Oak Tree in Simmons Park marking 40 years	Park-Keeper/ Clerk

	of the museum. The location and time for the planting to be agreed with the Park-Keeper.	
874	<b><u>Replacement Simmons Park Bench</u></b> – The Clerk reported that one of the original park benches had been damaged by a delivery van and was no longer usable. A claim for its replacement cost had been agreed and £749 had been received, the replacement bench to be ordered by the Clerk.	Clerk
875	<b><u>Dog Waste Bin</u></b> – Cllr Leech reported that a dog waste bin located on the junction of Crediton Road with Chichacott Road was well used and often overflowing despite increased collections by WDBC.  The Clerk was requested to check on collection rates and to contact Okehampton Hamlets Parish Council to see if they were considering providing a bin in the locality due to the housing increase.	Clerk
876	<b><u>Reported Crimes</u></b> – The Committee noted that the following crimes had been committed during February and March. They had been reported to the Police who were reviewing CCTV footage. <ul style="list-style-type: none"> <li>• Criminal Damage – Fairplace Gardens</li> <li>• Criminal Damage to a bin – Simmons Park</li> <li>• Criminal Damage to a stone wall – Simmons Park</li> </ul>	
877	<b><u>Cemetery</u></b>	
877.1	It was noted that in the period 01/04/2021 to 31/03/2022 15 burials had taken place within the Cemetery; 10 of those having been in new graves and 5 burials in existing graves.	
877.2	Cllrs Marsh, Ireland and Tolley declared interests being Okehampton United Charity Trustees.  The Clerk reported that initial enquiries into the purchase of land for a future cemetery site had been made with Okehampton United Charity and the Diocese.	
878	<b><u>Simmons Park Information Boards</u></b> – The artwork was considered, and amendments requested. It was agreed to defer a decision about the purchase of the boards until the outcome of a grant application was known.	Clerk
879	<b><u>Bus Shelters</u></b> – On the proposition of Cllr Ireland, seconded Cllr Abbots it was <b>RESOLVED</b> that the Clerk obtain further information about the potential for anti-social behaviour if advertising screened the inside of the shelter.	Clerk
880	<b><u>Parklands Leisure Centre</u></b> – Cllr Leech reported that concerns had been raised at WDBC. An update to be provided at the next meeting of the Committee.	Clerk
881	<b><u>Tennis Club Agreement</u></b> – Cllr Marsh reported that OTC's involvement had ceased in around 2016/17 along with that of WDBC. The meeting had not formally been approved by WDBC and therefore the agreement had not been correctly dissolved. WDBC's legal department were aware and investigating.	

- 882** **Tree Work Planning Applications** – The following applications for tree work in Simmons Park submitted by the Clerk in response to recommendations within the Tree Inspection undertaken earlier in the year were noted:
- 0769/22/TEX – Exemption Granted for works to T1 Sycamore that fell in Simmons Park during recent storms
  - 0548/22/TPO – Works to two TPO trees
  - Works to trees in a conservation area
- 883** **Payment of Invoices** – The item was deferred to Part 2.
- 884** **Reports of Council Working/Task and Finish Groups -**
- 884.1** **Open Space, Sports & Recreation (OSSR)** – Remove from future agendas
- 884.2** **Cemetery Management** – An update had been provided above
- 885** **Members' Reports and Requests for Agenda Items -**
- 885.1** **Dartmoor National Park Forum** – Cllr Sanger advised she had attended a meeting on 17<sup>th</sup> February and outlined the discussion which included an increased focus on preserving biodiversity and reducing the impact of climate change. Promoting understanding and enjoyment of DNP, funding and development options, and governance.
- 885.2** **Everything Okehampton** – Cllr Marsh reported that a fundraising Gala dinner had been postponed until later in the year. The anchor bolts and cables for the Christmas lights were due for renewal.
- 885.3** **North Dartmoor Search & Rescue Team** – Cllr Ireland reported that a presentation about the work of the group had been given at the Annual Town Meeting at the end of March.
- 885.4** **Okehampton Community Archive** – Cllr Marsh advised the group had met and it had been proposed that a virtual archive be created.
- 885.5** **Okehampton Community Recreation Association (OCRA)** – Cllr Tolley advised there had been no meeting since the AGM.
- 885.6** **Parklands Leisure Centre Users Group** – No meeting had been held.
- 885.7** **Cycle Track Sticklepath to Okehampton** –No meetings had been held.
- 886** **Urgent Item - Simmons Park Painting** – The Committee were pleased to view a painting of Simmons Park that had been donated to the Council by a relative of the late artist, Mr S Tyler, and noted that it would be framed.

Clerk

(Member of the public left the meeting)

## **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.

- 887**     **Payment of Invoices** – Cllr Yelland declared a pecuniary interest and left the room, Cllr Goffey declared a personal interest having submitted a claim for expenses.
- The Clerk outlined the origin of one of the invoices on the schedule of payments. On the proposition of Cllr Tolley, seconded Cllr Marsh (1 abstention) it was **RESOLVED** to pay the invoice as the issue was not the fault of the contractor.
- On the proposition of Cllr Tolley, seconded Cllr Marsh it was **RESOLVED** to approve the rest of the schedule.
- Clerk
- 888**     **Simmons Park Tree Works** – On the proposition of Cllr Leech, seconded Cllr Tolley, it was **RESOLVED** to request confirmation of the lowest quotation and that it would be valid in the autumn. Subject to this, the Clerk to accept the quotation in principle, noting that approval of a planning application would be required.
- Park-Keeper/  
Clerk
- 889**     **Benches Behind Lidl** – On the proposition of Cllr Tolley, seconded Cllr Leech, it was resolved to purchase a disability recycled plastic picnic bench from DCW at the cost of £525 to replace an existing bench. Purchase of a second replacement bench to be considered in 2023/24.
- Clerk
- 890**     **Land Registry** – On the proposition of Cllr Ireland, seconded Cllr Marsh, it was **RESOLVED** to approve the Solicitors fee of up to £1,250 for the registration of Simmons Park Charity and any other land in Simmons Park with Land Registry. No other quotations had been sought as the solicitor had been working on other related elements of work.
- Clerk
- 891**     **Bin Liners** – On the proposition of Cllr Holt, seconded Cllr Button, it was **RESOLVED** to approve the purchase of square bin liners at the cost of £670, other quotations had not been sought as they were not of a standard size and easily obtainable.
- Park-Keeper/  
Clerk
- A motion to suspend Standing Order 3 (bb) to permit extension of the meeting was proposed by Cllr Abbots, seconded Cllr Marsh, and agreed.
- 892**     **Granite Trough** - On the proposition of Cllr Button, seconded Cllr Ireland, it was **RESOLVED** to approve the quotation of £1391.79 for specialist repair work to the Coronation trough in Simmons Park.
- Clerk
- 893**     **Land Adjacent to Skate Park** – On the proposition of Cllr Marsh, seconded Cllr Ireland it was **RESOLVED** to agree in principle a proposal for use of the land, subject to approval of a formal lease and planning permission being granted. All of the costs to be covered by the proposer.
- Clerk

On the proposition of Cllr Leech, seconded Cllr Sanger, it was **RESOLVED** to exit Part Two and ratify decisions made therein. The meeting was closed at 9pm.

---

**Councillor Travers**  
**Chairman**