



**Okehampton Town Council**

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Emma James  
Town Clerk

26<sup>th</sup> September 2022

Dear Councillor

You are summoned to attend a meeting of the Parks Committee to be held on Monday 3<sup>rd</sup> October 2022 at 7pm in the Council Chamber, Town Hall, Fore Street, Okehampton

Committee Membership consists of the following:

Cllr Marsh (Chairman)	Cllr Tolley (Mayor)
Cllr Abbots (Vice-Chairman)	Cllr Jessop (Chairman, Planning)
Cllr Travers	Cllr Yelland (Chairman, Policy & Resources)
Cllr Holt	Cllr Wood (Chairman, Property)
Cllr Ireland	
Cllr Leech	

Yours faithfully

*E James*

Emma James  
Town Clerk

**AGENDA**

**A fire alarm drill is not planned. In the event that the alarm sounds, please make your way out of the building using either staircase and make your way to the meeting point in Red Lion Yard where you are asked to await further instructions.**

**Urgent items - items for information only can be brought to the attention of the Council 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.**

**Business to be Transacted**

1. **Apologies for Absence** - To receive apologies for absence from those Members unable to attend.
2. **Declarations of Interest** – To receive disclosures of interests from Councillors on matters to be considered at the Meeting. The disclosure shall include the nature of the interest. If a Member becomes aware, during the course of the Meeting, of an interest that has not been disclosed they must do so immediately.
3. **Public Participation** – To receive questions or comments from members of the public. (Please note that decisions cannot be made on items not detailed on the agenda.)

4. **Park-Keeper** – To receive a report from Mr McGahey, if present
5. **Members' Questions** - To receive questions from Members regarding the workings of the Committee.
6. **Minutes** - To confirm, approve and sign the minutes of the Parks Committee meetings held on 20<sup>th</sup> June and 22<sup>nd</sup> August 2022
7. **Parks Bookings** –
  - 7.1 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:
    - August/September Football Coach (commercial use - £100 fee charged)
    - 9<sup>th</sup> to 16<sup>th</sup> October Anderton and Rowland Fair
  - 7.2 To consider a request from an Artist to hold an Art Exhibition in Simmons Park in 2024
8. **Parkrun** – To consider an update and to resolve any actions arising
9. **Dog and General Waste Bins** –
  - 9.1 Crediton Road/Chichacott Road Junction - To note that feedback is awaited from Okehampton Hamlets Parish Council in relation to additional bins they are considering providing in this area
  - 9.2 To note that a response is awaited from WDBC about the possibility of adding a waste bin at the Westbridge Close end of Clapps Wood to their collection schedule
10. **Simmons Park Information Boards**
  - 10.1 To note that a grant of £2,913 has been awarded from GWR towards a project entitled 'From Platform to Town and Park' for the purpose of the provision of a range of informative wayfinding and information guiding pedestrians from the railway station through Simmons Park to the town centre.
  - 10.2 To resolve to approve the final version of the Simmons Park information boards, the approval of a planning application submission and to consider if permission needs to be obtained from Simmons Park Charity
11. **Bus Shelters** – To consider further information received in relation to a bus shelter advertising request
12. **Tennis Club Agreement** – To receive and consider an update from Cllr Leech in relation to the termination of the agreement.
13. **Drinking Water Fountains/Refill Points** – To consider a report regarding the provision of a drinking water fountains in Simmons Park
14. **Old Band Stand Base** – To consider a report to enhance the old band stand base creating a multiuse space utilising a sum of money (£5,731) previously bequeathed to the Town Council in 2018 specifically for a project in Simmons Park, and the Bandstand earmarked funds of £22,000
15. **Correspondence** – To consider correspondence received from members of the public in relation to the following topics:
  - 15.1 Cycling in Simmons Park
  - 15.2 Putting Green
16. **Planning Application 2670/22/TCA** – To note that a planning consent for an application submitted by the Clerk for work to the trees at Fairplace to enable better CCTV coverage of the area and pruning around the lighting column has been received

17. **Replacement Trees in Simmons Park** – To note that Fairplace Church are donating funding towards the purchase of Cherry Trees to replace some Ash Trees that are due to be felled due to Dieback Disease
18. **Cemetery** –
  - 18.1 To receive a summary of burials since 1<sup>st</sup> April 2022
  - 18.2 To note that annual routine inspection of the memorial stones was undertaken when two were found to be in need of maintenance
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 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
  - 21.6 Okehampton & District Community Transport Group – Cllr Leech
  - 21.7 Parklands Leisure Centre User Group – Cllrs Tolley and Marsh
  - 21.8 Beacon Path Sticklepath to Okehampton – Cllr Matravers

## **PART TWO – CONFIDENTIAL ITEMS**

22. **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 which are CONFIDENTIAL by virtue of relating to legal and/or commercial matters, staffing and/or the financial or business affairs of a person or persons other than the Council.’
23. **Land Adjacent to Skate Park** - To consider any further information or documentation received
24. **Cemetery Land Purchase** - To consider an update from the Clerk and any action required.
25. **Replacement Mower**- To receive an update from the Park-Keeper and consider quotations for the replacement of a mower
26. **Play Equipment Repair** – To consider quotations received for replacement parts for the Typhoon Swing seat
27. **Parks Office Heating** – To consider a quotation for the replacement of the night storage heaters with a ceramic core electric radiator
28. **Parking Permits** – To consider quotations for the purchase of parking permits for use in Simmons Park
29. **The Rest, Simmons Park** – To receive a report from the Clerk and consider any action