



Okehampton Town Council

Town Hall
Fore Street
Okehampton
Devon
EX20 1AA

01837 53179
townclerk@okehampton.gov.uk

30th January 2023

Dear Councillor

You are summoned to attend a meeting of the Parks Committee to be held on Monday 6th February 2023 **at 7pm** in the Council Chamber, Town Hall, Fore Street, Okehampton

Committee Membership consists of the following:

Cllr Marsh (Chairman)
Cllr Abbots (Vice-Chairman)
Cllr Holt
Cllr Ireland
Cllr Leech

Cllr Tolley (Mayor)
Cllr Matravers (Chairman, Planning)
Cllr Yelland (Chairman, Policy & Resources)
Cllr Wood (Chairman, Property)

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 meeting held on 5th December 2022
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:
 - 5th – 13th June Anderton & Rowland Amusements
 - 9th July Okehampton Celebrates in the Park
8. **2 Minute Foundation Litter Picking Station** – To receive and consider an update, if available, in relation to insurance and any other related action required
9. **Volunteer Group** – To consider recommendation of the Volunteer Group policy and other documentation to the Policy & Resources Committee
10. **Simmons Park Information Boards and Town Signage** – To receive an update and resolve any actions arising
11. **Bin and Bench Audit** – To note that the audit of bins and benches owned by the Council has been completed and to consider a recommendation in relation to those the council is, or should be, invoiced for emptying
12. **Wildflower Planting** –
 - 12.1 To receive and consider an update following a report from Cllr Marsh at the meeting on 5th December 2022
 - 12.2 To consider Wildflower seed options for the verge at Westbridge
13. **Old Band Stand Base Enhancement** – To receive a report on progress and consider any action necessary including, if available, the revised design
14. **Electricity Costs** – To consider options for reducing electricity usage and costs
15. **Simmons Park Trees** – To consider a request from a member of the public for the removal of saplings from alongside the edge of their property
16. **Cemetery**
 - 16.1 To receive a summary of burials since 1st April 2022
 - 16.2 To note that the offer made for the purchase of land in the vicinity of the existing Cemetery has not been accepted, consider any action to be taken in relation to this and/or to locate and suitable land for purchase
17. **Land Adjacent to Skatepark** – To consider future use of the land
18. **Payment of Invoices** – To resolve to approve payment of invoices as per the schedule
19. **Reports of Council Working/Task and Finish Groups** – To note reports:
 - 19.1 Cemetery Management – Cllrs Goffey, Marsh and Tolley
20. **Members' Reports and Requests for Agenda Items** - To receive reports from Members attending other organisations on behalf of the Council
 - 20.1 Dartmoor National Park Forum - Cllr Marsh
 - 20.2 Everything Okehampton – Cllr Marsh

- 20.3 North Dartmoor Search & Rescue Team – Cllr Ireland
- 20.4 Okehampton Community Recreation Association (OCRA) – Cllr Tolley
- 20.5 Okehampton & District Community Transport Group – Cllr Leech
- 20.6 Parklands Leisure Centre User Group – Cllrs Tolley and Marsh
- 20.7 Beacon Path Sticklepath to Okehampton – Cllr Matravers

PART TWO – CONFIDENTIAL ITEMS

- 21. **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.’
- 22. **Car Park Agreement** – To receive an update from Cllr Marsh and the Clerk and consider action to be taken
- 23. **Bridge Inspections** – To consider quotations received for the inspection of bridges
- 24. **Viewing Platform behind Lidl** – To consideration options for replacement/repair of the structure and fencing in that location
- 25. **Bowling Club Agreement** – To consider variation of the agreement between the Council and the Bowling Club including water usage

To resolve to exit Part 2, ratify decisions made therein and re-admission of the Press and Public