



Okehampton Town Council

# Okehampton Town Council

## Parks Committee Terms of Reference 2025/26

### **Responsibilities**

To carry out the Council's responsibilities for the following:

- i. The provision of grounds maintenance services for:
  - a. Simmons Park, Kempley Meadows, Platt's Meadow, Putting Green;
  - b. Simmons Park car park and approach road;
  - c. Skate Park/BMX Track; Clapps Wood, Fairplace, land behind Lidl, grass verge at West Bridge, and all land in the ownership/responsibility of Okehampton Town Council (except the footprint of the Town Hall, Charter Hall, Cinema, Lower Market Hall and Public Toilets at Fairplace and in Market Street)
  - d. Land owned by others including the raised flower bed and seating area in New Road, the Gateway Mural area at the junction of East Street and Crediton Road and the planted area off the roundabout in School Way
  - e. Cutting of the grass in the open Church owned Graveyard, adjacent to All Saints Church (no other responsibility for this service/facility); and
  - f. some wayside seats and bins
- ii. The provision of grounds maintenance services within the Council owned Cemetery adjacent to All Saints Church, and any other council cemetery, and to act as Burial Authority for all burials and interments, including cremated remains, within the cemetery.
- iii. Roofed structures, including shelters and the Parks Office and Workshop will be the responsibility of the Facilities Officer, once appointed.

### **Budget**

To have authority for spending within the allocated budget.

### **Fees**

To determine and keep under review the fees and charges for the committee's services where statutory authority exists for the levying of such charges.

### **Payment of Expenses**

To have authority to authorise cheque and BACS payments for all invoices and expenses relevant to the business of the Council.