



Okehampton Town Council

Town Hall
Fore Street
Okehampton
Devon
EX20 1AA

01837 53179

townclerk@okehampton.gov.uk

12th May 2025

Dear Councillor

You are summoned to attend a meeting of the Parks Committee to be held on Monday 19th May 2025 at 7pm (or at the arising of the Property Committee meeting, whichever later) in the Council Chamber, Town Hall, Fore Street, Okehampton

Committee Membership consists of the following:

Councillor B Tolley (Chairman)	Councillor R Colman (Mayor)
Councillor C Marsh (Vice-Chairman)	Councillor L Bird (Chairman, Property)
Councillor F Hart	Councillor T Leech (Chairman, Planning)
Councillor C Holt	Councillor J Yelland (Chairman, Policy & Resources)
Councillor M Ireland	
Councillor D McNeill	
Councillor S Weekes	

Yours faithfully

E James

Emma James
Town Clerk

AGENDA

This meeting will be livestreamed through the Council's Facebook page. Persons attending will be captured on film except when seated in the public seating area, with the exclusion of the first row. Any speech may be picked up and broadcast.

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 to the meeting point in Red Lion Yard and await further instructions.

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.

Please ensure mobile phones are turned off or to silent.

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 10th March 2025.
7. **Simmons Park**
 - 7.1 **To note the following updates:**
 - a) **Bookings** - Events that have either taken place or are scheduled to take place in Simmons Park, subject to receipt of the necessary paperwork.
 - b) **Lighting Column Stability Inspections** – Stability inspections in Simmons Park have been undertaken and no actions are required to be undertaken.
 - 7.2 **Unauthorised Vehicles Accessing Formal Side of Simmons Park** – To note feedback from DCC Highways Officer and consider action to be taken including the provision of 'no authorised vehicles' signage on the access road surface inside the gates
 - 7.3 **Simmons Park Carpark** – To note that the parking fees have increases and that work in relation to the parking orders and agreements is ongoing and information is awaited from WDBC.
 - 7.5 **Events** – To consider a verbal report from the Park-Keeper about recent and planned wildlife events
 - 7.6 **Management Plan** - To consider the revised management plan.
 - 7.7 **Riverbank Repair** – To consider an update
 - 7.8 **Ash Tree** – To consider a report from the Park-Keeper
 - 7.9 **Putting Improvements** – To consider a report from the working group and any actions rising
 - 7.10 **River Risk Assessment** – To consider the Risk Assessment and statement in relation to river safety
8. **Skatepark and BMX Track**
 - 8.1 **BMX/Pump Track Improvements** – To consider comments from members of the public and an update in relation to the tender award
 - 8.2 **Fires** – To consider action to be taken following recent fire/s at this location.
9. **Cemetery**
 - 9.1 To note the burial details for the year to date
 - 9.2 To consider an update in relation to assessment of land suitability for as a future cemetery
10. **Other Areas and Updates**
 - 10.1 **Vehicles** – To consider any available update in relation to the Council's Van which is out of action following an electrical issue.
 - 10.3 **Parklands Leisure Centre** – To consider correspondence from a member of the public.
 - 10.3 **Allotments** - Correspondence received from Okehampton United Charities requesting that the Council assumes responsibility for the day-to-day management of three allotment sites in Okehampton (Fatherford Road, Castle Road and North Street) from September 2026
 - a) To resolve that the Cemetery Working Group is expanded to include Allotments and that they report back to the July meeting with recommendations
11. **Finance** - To resolve to approve the payment schedule.

12. **Reports of Council Working/Task and Finish Groups** – To receive reports:
- 12.1 Cemetery Management (Cllrs Fisher, Hart, Marsh and Tolley)
 - 12.2 Projects (Cllrs Ireland, Marsh, Tolley and Weekes)
 - a) Putting Green Improvements
 - b) BMX Track Improvements
13. **Members' Reports and Requests for Agenda Items** - To receive reports from Members attending other organisations on behalf of the Council
- 13.1 Business Improvement District (Cllr Tolley)
 - 13.2 DCC Regeneration Board (Cllr Tolley)
 - 13.3 Dartmoor National Park Forum (Cllr Marsh)
 - 13.4 Okehampton Community Recreation Association (OCRA) (Cllr Tolley)
 - 13.5 Parklands Leisure Centre User Group (Cllrs Tolley and Marsh)

PART TWO – CONFIDENTIAL ITEMS

14. **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.'
15. **Commercial Use of Simmons Park** – To consider correspondence received from a local business
16. **Incidents in Simmons Park**
- 16.1 To consider an update regarding the incident in February when a bench was destroyed by a vehicle and recovery of replacement costs.
 - 16.2 To consider an update in relation to other recent incidents, including arson and intimidation of staff resulting in the reintroduction of Body Cam use
17. **Simmons Park Lighting Column Electrical Inspections** – To consider feedback and quotations

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