



Okehampton Town Council

Town Hall
Fore Street
Okehampton
Devon
EX20 1AA

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townclerk@okehampton.gov.uk

7th July 2025

Dear Councillor

You are summoned to attend a meeting of the Parks Committee to be held on Monday 14th July 2025 at 7pm 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 19th May 2025 with an amendment at Min Ref 28.3 correcting the word 'authorised' to 'unauthorised'.
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
 - 7.2 **Trees** – To receive update from the Park-Keeper in relation to an Ash tree and consider action required in relation to a Beech tree
 - 7.3 **Simmons Park Carpark** – Work relating to the parking orders and agreements is ongoing, to consider actions if information has been received from WDBC
 - 7.4 **Riverbank Repair** – To consider an update
8. **Skatepark and BMX Track**
 - 8.1 **BMX/Pump Track Improvements** – To consider an update from the Park-Keeper and the provision of an opening event
 - 8.2 **Lighting Column Stability Inspections** – Stability inspections in Simmons Park have been undertaken and no actions are required to be undertaken
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 and recommendations from the working group.
10. **Other Areas and Updates**
 - 10.1 **Vehicles** – To consider any available update in relation to the Council's Van
 - 10.2 **Waterwheel** – To consider a verbal proposal from the Museum of Dartmoor Life that the Committee considers accepting the waterwheel free of charge. The committee would need to facilitate its removal and move, consider where it would be sited and the health and safety implications.
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** – To note that a S106 application was submitted and a response is awaited
 - 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. **Apprenticeship** – To note an update
16. **Green Flag Award** – To note the outcome of the 2nd year of the award, publication of which is embargoed until 15th July 2025.
17. **Unauthorised Vehicles Accessing Formal Side of Simmons Park** – To consider a quotation for the provision of 'no unauthorised vehicles' signage on the access road surface inside the gates

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