



Okehampton Town Council

Town Hall
Fore Street
Okehampton
Devon
EX20 1AA

01837 53179

townclerk@okehampton.gov.uk

10th November 2025

Dear Councillor

You are summoned to attend a meeting of the Parks Committee to be held on Monday 17th November 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 & RFO

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.

Councillors are reminded that to avoid the risk of being seen as predetermined or biased, they should consider all debate prior to deciding on how to vote on items of business.

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 29th September 2025
7. **Simmons Park**
 - 7.1 **Bookings** - Events that have either taken place or are scheduled to take place in Simmons Park, subject to receipt of the necessary paperwork. To consider an application for an inflatable theme park
 - 7.2 **Memorial Tree** – To consider proposal for the planting of memorials including one for former Councillor Jill Lower
 - 7.3 **Green Flag** – To consider feedback from the Mystery visit in October and the V1 of the draft application for 2026
8. **Cemetery**
 - 8.1 **Burials** - To note an update
 - 8.2 **Extension** – To consider an update on progress
9. **Other Outdoor Areas**
 - 9.1 **Clapps Wood** – To note that the permissive footpath through Clapps Wood was closed from 0800 on 28th October until 0800 on 29th October 2025.
 - 9.2 **Skatepark Lighting and CCTV** – To note that a grant application has been submitted
10. **Zoning Map** – To consider current maintenance schedules, including for areas not owned by the Council
11. **Finance**
 - 11.1 **Payment Schedule** - To resolve to approve the payment schedule.
 - 11.2 **2026/27 Budget** – To consider any amendments to V1 of the draft 2026/27 Budget including for replacement equipment and health & safety improvements
12. **Reports of Council Working/Task and Finish Groups** – To receive reports:
 - 12.1 **Cemetery Management** (Cllrs Fisher, Hart, Marsh and Tolley) To note that Cllr Hart has resigned from the working group and nominations for replacement will be requested at Full Council
 - 12.2 **Projects** (Cllrs Ireland, Marsh, Tolley and Weekes)
 - a) Putting Green 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) - To note that Cllr Mott, WDBC, is the Link Member, the consultations were recently considered by the Council's Planning Committee.
 - 13.4 Okehampton Community Recreation Association (OCRA) (Cllr Tolley)
 - 13.5 Parklands Leisure Centre User Group/Meet the Manager (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. Damage to Bench** – To note an update and consider a plan for compensation to be paid to the Council
- 16. Jubilee Bridge Repairs** – To consider quotations received.
- 17. Football Club** – To consider any response from the Football Club and action to be taken

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