

**Minutes of a Meeting of the Okehampton Town Council Parks Committee
held on Monday 26 January 2015 in the Council Chamber,
Town Hall, Okehampton at 7.00 pm**

Committee Members Present: Councillor Mrs C Marsh (Chairman)
Councillor K Ball (Vice Chairman)
Councillor Revd M Davies
Councillor Dr M Ireland
Councillor D Weekes
Councillor P Vachon (Town Mayor)
Councillor A Leech (Chairman, Planning)
Councillor Mrs J Goffey (Chairman, Property)
Councillor Mrs M McDonald (Chairman P & R)

Other Members Present: Councillor B Tolley

In Attendance: P R Snell (Town Clerk)

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| 461. <u>Apologies for Absence</u> - Nil. | |
| 462. <u>Deferment of Business</u> - Although there were no members of the public present, a letter had been received this day on behalf of Okement Rivers Improvement Group. As its author was unable to attend, the Chairman agreed the letter could be read under this agenda item. The letter, entitled Pride in our Town, sought to enlist the Council's support to engage with the town supermarkets to address the amount of litter in their car parks. After comment it was agreed that Destination Okehampton would include the car parks in their next town walkabout survey and report back to the Council or write to appropriate organisations with their observations. | |
| 463. <u>Minutes</u> - The minutes of the Parks Committee held on 1 December and 8 December 2014 were approved and signed by the Chairman on the proposition of Councillor Ireland, seconded by Councillor McDonald and agreed. | |
| 464. <u>Matters Arising</u> - | |
| 464.1 <u>Open Spaces/Transfer of Assets</u> - The Clerk reported that he had begun the compilation of a more detailed register of the assets under discussion and this continued as work in progress. | |
| 464.2 <u>Machinery and Equipment</u> - The Clerk reported that the park staff and he had recently received training on the recording of data to provide an appropriate method to manage hand held equipment under the Control of Vibration at Work Regulations. Appropriate measuring equipment had been identified and, subject to specific clarification awaited, would be purchased imminently. | Clerk |
| 465. <u>Offer of Memorial Bench</u> - The Chairman reported that events had now | |

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<p>moved on and the offer was being considered by West Devon Borough Council in connection with Old Town Park. It was agreed that in the event that negotiations on this failed, that Clapps Wood might provide a suitable alternative subject to further consideration.</p>	
<p>466. <u>Park Bookings</u> -</p>	
<p>466.1 OCRA - The Committee noted the amended request for the use of the park for Dartmoor Cricket Cup for Primary Schoolchildren Final on Tuesday 2 June 2015.</p>	
<p>466.2 Wren Music - The Committee agreed a request for a Lanterns Procession on Friday 20 February subject to consultation with the Park-keeper and forward notice for car park closure as required.</p>	Clerk
<p>466.3 Rotary Club of Okehampton - The Committee agreed a request for the holding of the annual May Fair on Sunday 3 May 2015.</p>	
<p>467. <u>Access to Alms Houses in Simmons Park by Utilities</u> - The Chairman reported on a request from Simmons Homes Charity for agreement in principle to run a gas main to the alms houses in Simmons Park. After discussion, agreement in principle was approved on the proposition of Councillor McDonald, seconded by Councillor Ball.</p>	
<p>468. <u>Dog Fouling</u> - The Clerk reported on actions taken in concert with West Devon Borough Council Officers and the Police to discourage the prevalence of dog fouling at Portugal Way. The Committee advocated renewal and relocation of the signage on Simmons Park litter bins to discourage dumping of dog waste.</p>	Clerk
<p>469. <u>Administration of Burial Grounds</u> - The Clerk reported on a recent meeting with Reverend Stephen Cook and clarified that two systems were currently in operation; one for exclusive rights of burial (existing policy September 2009) and one for ad hoc burials. The Committee agreed that a review of fees and costs should be undertaken, to be reported to a future meeting.</p> <p>The Clerk further reported that as a faculty for the replacement for the Sophia Simmons' memorial had now been received, it would be necessary to refresh any existing quotes concerning supply of a replacement headstone. The faculty also required the DAC's approval of memorial detail and stonemason's credentials prior to any work being undertaken. The Chairman noted that provision would need to be made for removal of the spoil heap. The Clerk was requested to look into options.</p>	Clerk Clerk Clerk
<p>470. <u>Removal of Council Waste from Park</u> - The Clerk reported that some bulky items were currently stored at the park pending disposal. It was agreed to investigate other commercial avenues for removal of other town council waste materials which could no longer be taken at the town's recycling centre.</p>	Clerk

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<p>471. <u>Members' Reports</u> -</p> <p>(i) Children's Centre - No report.</p> <p>(ii) North Dartmoor Search and Rescue Group - Councillor Ireland</p> <p>reported that nine new trainees had attended a training day at the new centre and that helicopter training had taken place locally with the Royal Air Force.</p> <p>(iii) Okehampton Community Archive - Councillor Vachon reported that two successful coffee mornings had been held and that the group had been successful in being awarded £1,000 from Okehampton United Charities.</p> <p>(iv) Okehampton Community Recreation Association (OCRA) - Meeting to take place 24 February.</p> <p>(v) Parklands Leisure Centre Users' Group - No meeting.</p> <p>(vi) Tennis Court Management - No meeting.</p> <p>(vii) Youth Issues/Room 13 - Councillor Davies reported that a meeting was to be arranged. The Committee was keen to hear of any progress on the garden tidying after the financial grant and noted that the required exterior decoration of Room 13 was the responsibility of the Devon County Council lease.</p>	

PART TWO ITEMS

It was 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 item as it involves the likely disclosure of sensitive and confidential information. Proposed by Councillor Leech, seconded by Councillor Goffey and agreed.

472. <u>Fairground Bookings - Longer Term Agreement</u>	Action <i>Clerk</i>
473. <u>Staffing</u>	<i>Clerk</i>

On the proposition of Councillor Leech, seconded by Councillor Goffey, the Committee returned to part one to ratify decisions made in part two.

The meeting was closed at 7.58 pm.

Councillor Mrs C Marsh
Chairman