



Okehampton Town Council

Town Hall
Fore Street
Okehampton
Devon
EX20 1AA

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townclerk@okehampton.gov.uk

11th May 2026

Dear Councillor

You are summoned to attend a meeting of the Parks Committee to be held on Monday 18th May 2026 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 C Holt	Councillor T Leech (Chairman, Planning)
Councillor M Ireland	Councillor J Yelland (Chairman, Policy & Resources)
Councillor D McNeill	
Councillor M Ricketts	
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 16th February 2026
7. **Simmons Park**
 - 7.1 Bookings
 - a) To note events that have either taken place or are scheduled to take place in Simmons Park, subject to receipt of the necessary paperwork.
 - b) To review the booking policy, terms and conditions and form/checklist
 - 7.2 To consider maintenance responsibilities for the access road to OCRA
 - 7.3 Footpath reinstatement – To note an update
 - 7.4 Riverbank Repairs – To note an update
 - 7.5 Sporting Facilities – To consider a request from OCRA and Okehampton College to improve facilities
 - 7.6 Diesel Spill – To note an update in relation to spillage of diesel from a train
 - 7.7 Wildlife events – To note the dates of planned events
 - 7.8 Simmons Park Car Park - To consider the offer of free parking in December as previously, and for the Saturday of Ten-Tors in 2027
8. **Play Equipment** - To consider the annual play area inspection reports (Simmons Park, Parklands and Skatepark/BMX Track) undertaken by an independent inspector in March
9. **Cemetery**
 - 9.1 **Burials** - To note an update
 - 9.2 **Row 19 Memorial Alignment** – To consider an update
 - 9.3 **New Land Purchase** – To consider any action required
10. **Payment Schedule** - To resolve to approve the payment schedule and to note BACS payments during the week commencing 11th May 2026 totalling £4115.17 excluding VAT.
11. **Reports of Council Working/Task and Finish Groups** – To receive reports:
 - 11.1 Cemetery Management (Cllrs Ricketts, Marsh and Tolley)
 - 11.2 Projects (Cllrs Ireland, Marsh, Tolley and Weekes)
12. **Members' Reports and Requests for Agenda Items** - To receive reports from Members attending other organisations on behalf of the Council
 - 12.1 Business Improvement District (Cllr Tolley)
 - 12.2 Dartmoor National Park (Cllr Marsh)
 - 12.3
 - a) DCC Regeneration Board (Cllr Tolley)
 - b) Farmers Market Sub-Group
 - 12.4 Okehampton Community Recreation Association (OCRA) (Cllr Tolley)
 - 12.5 Dartmoor National Park Forum (Cllr Marsh)
 - 12.6 Devon Town Champion (Cllr Marsh)
 - 12.7 Okehampton Carnival Committee (Cllrs Weekes and Ricketts)
 - 12.8 OCRA (Cllr Tolley)
 - 12.9 Parklands Leisure Centre User Group/Meet the Manager (Cllrs Tolley and Marsh)

PART TWO – CONFIDENTIAL ITEMS

13. 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.'
14. **Play Equipment** - To consider the removal of a piece of play equipment following correspondence from a member of the public
15. **Mower Replacement** – To resolve to approve a quotation for the replacement of a mower
16. **Nibbles Café** – To consider a request from Nibbles for permission to place tables on council land
17. **Simmons Homes** – To consider requests from residents
 - 17.1 Permission to replace a storage container in the garden area of the property
 - 17.2 Permission to create a wildlife pond in the garden area
18. **Football Club** – To consider feedback relating to the Football Club and any action to be taken.

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