



Okehampton Town Council

Town Hall
Fore Street
Okehampton
Devon
EX20 1AA

01837 53179

townclerk@okehampton.gov.uk

13th July 2026

Dear Councillor

You are summoned to attend a meeting of the Parks Committee to be held on Monday 20th July 2026 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 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.)
 - 3.1 Representatives from OCRA and/or Okehampton College to provide information about their request to improve sporting facilities (agenda item 7.1)
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 18th May 2026
7. **Simmons Park**
 - 7.1 **Sporting Facilities** – To consider a request from OCRA and Okehampton College to improve facilities
 - 7.2 **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 note information about recent bookings and consider any actions required, noting that the P&R Committee have recommended to Full Council that a copy of the Bylaws be included with the Terms & Conditions of Hire
 - 7.3 **Footpath reinstatement** – To note work is commencing later in July
 - 7.4 **Riverbank Repairs** – To note work is commencing during the last week of July
 - 7.5 **Diesel Spill** – To note an update in relation to spillage of diesel from a train
 - 7.6 **Sponsorship** – To consider a report from Cllr Marsh
 - 7.7 **Playing Field Signage** – To consider correspondence from Okehampton College
 - 7.8 **Wildlife Events** – To receive an update regarding events held to date and those that are upcoming
 - 7.9 **Green Flag Community Award** – To note the outcome of the award
8. **Cemetery**
 - 8.1 **Burials** - To note an update
 - 8.2 **Row 19 Memorial Alignment** – To consider an update
 - 8.3 **Access Road to Carpark** – To consider correspondence from the Church Wardens of All Saints Parish Church
9. **Skate Park Improvements** – To resolve to approve the draft tender documentation, as reviewed by the working group.
10. **Town Passport** – To consider the size of the passport which for which a grant has been awarded
11. **Dartmoor National Park Dynamic Landscapes Project** – To note an update
10. **Payment Schedule** – to resolve to approve the payment schedule.
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 DCC Regeneration Board (Cllr Tolley)
 - 12.4 Okehampton Community Recreation Association (OCRA) (Cllr Tolley)
 - 12.5 Devon Town Champion (Cllr Marsh)

- 12.6 Okehampton Carnival Committee (Cllrs Weekes and Ricketts)
12.7 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 Quotations** – To consider a quotation for replacement parts for the Multiplay Galaxy play equipment
15. **Pest Control** – To receive an update.
16. **Cemetery Land Purchase** – To consider quotations for required surveys and inspections to enable submission of the planning application
17. **Simmons Park Management Agreement** – To consider the draft agreement
18. **Football Club** – To consider feedback relating to the Football Club and any action to be taken