

Minutes of Okehampton Town Council Parks Committee held on Monday 5 October 2015
in the Council Chamber, Town Hall, Okehampton at 7.00 pm

Committee Members Present: Councillor Mrs C Marsh (Chairman)
Councillor Dr M Ireland
Councillor Mrs J Carpenter
Councillor R Rush
Councillor B Tolley
Councillor P Vachon (Town Mayor)
Councillor Mrs J Goffey (Chairman, Property)
Councillor T Leech (Chairman, Planning)
Councillor B Stephens (Chairman, P&R)

Other Members Present: Councillor Mrs V Cushing
Councillor Miss C Holt

In Attendance: P R Snell (Town Clerk)

		Action
202	<u>Apologies for Absence</u> - Apologies were presented on behalf of Councillor Weekes.	
203	<u>Deferment of Business</u> - No public presence.	
204	<u>Members' Questions</u> - None.	
205	<u>Minutes</u> - The minutes of the Parks Committee meeting held on 10 August 2015 were approved and signed by the Chairman on the proposition of Councillor Ireland, seconded by Councillor Vachon.	
206	<u>Matters Arising:</u>	
206.1	Feature in Okehampton Times - The Clerk reported that a third article focussing on Clapps Wood and Platt Meadow was in preparation by Tom French, after meeting with the Park-keeper and the Clerk. It was agreed that these articles assisted in profile-raising for both the Town Council and their park assets.	
206.2	Donation of seat in Simmons Park - The Clerk reported that he had now obtained a cost estimate for the re-instatement of the original seat on the woodland walk and would convey this to the party wishing to donate funds for a particular seat.	Clerk
206.3	Repairs to Simmons Car Park entrance road - The Clerk reported on the proposed use of Ralumac for the car park repair. Advice indicated that it would not be the appropriate material for this area of repair and it was	

agreed to seek quotations based on a tarmac hot-lay specification.

Clerk

207 Park Bookings -

207.1 OCRA Devon Youth Games - Councillor Marsh declared a personal interest. The Committee noted a request from Mr Stuart Lord on behalf of OCRA seeking permission to hold the Devon Youth Games using Simmons Park and the Skate Park on either the weekend of 9-10 July or 16-17 July 2016. The Committee agreed the request subject to provision of appropriate risk assessments and confirmation of public liability insurance cover.

207.2 OCRA Monthly Run in the Park - Councillor Marsh declared a personal interest. The Committee noted a request that OCRA co-ordinate a monthly Run in the Park (using a route both inside and outside Simmons Park). The Committee agreed the request subject to provision of appropriate risk management, safety cover and confirmation of public liability insurance.

207.3 Battle of the Bands - A request had been received from Mr Jay Hadland on behalf of the Battle of the Bands Committee that the final event and Party in the Park be held in Simmons Park on 6 August 2016, noting an earlier start time of 2 pm. The Committee agreed the request subject to provision of appropriate risk assessments and confirmation of public liability insurance cover.

208 Transfer of Assets - The Chairman reported that she and the Clerk had met with WDBC officers and the Member responsible for assets to discuss progress on the assets under consideration for possible transfer. With the new Borough Council team in place, it was noted that there was an element of revision of plans. It was emphasised that no decisions had been made by either party at this stage, but that a further meeting would be required to obtain the details to enable the Town Council to make informed decisions.

209 Budget 2016-17 - The Chairman asked Members of the Committee to consider any capital or works items for consideration in the 16-17 Budget. The Clerk reported that the Park-keeper had identified a number of areas of expenditure, including resurfacing and re-lining of the Simmons Car Park, tree inspections, machinery replacement and replanting. More detailed discussion would take place between Clerk and Park-keeper to inform the Committee further in advance of the budget meeting. The Committee expressed support for re-seeding the green area at West Bridge (currently owned by WDBC).

210 Urban Highway Grass Cutting - The Clerk reported on the offer received from the County's Highway Asset Senior Officer, concerning the opportunity to take over the responsibility for cutting the urban verges within the town parish. An indication of the contribution was reported, and that the contribution was expected to be a one-off. After discussion, it was agreed

that the potential liabilities significantly outweighed the associated financial contribution and resolved that the responsibility should remain with the County in this instance, this on the proposition of Councillor Ireland, seconded Councillor Goffey.

211 Play Area Inspection Reports - The two play areas and the skate park had been inspected during September and the Clerk made a preliminary report on the findings. Some areas for repair and maintenance had been identified, but there appeared to be no instances where immediate action was required. The Committee noted the report.

212 Unauthorised Gateway let into Park Boundary to rear of Station Road - The Clerk reported on a gateway that created an unauthorised entrance into Simmons Park at the rear of 89 Station Road. The Clerk had visited the premises concerned and written a letter to the occupants. It was agreed that the Clerk should write further to request that the access be fully secured as a fence to inhibit any access over Simmons Park property.

Clerk

213 Members' Reports and Requests for Agenda Items -

- (i) **Children's Centre** - Nothing to report.
- (ii) **North Dartmoor Search & Rescue Group** - Councillor Ireland reported on roof repairs to be undertaken at the new HQ, helicopter safety instruction to be completed by all members as a result of change of SAR service provider, a review of standing orders and forthcoming community events to be supported by the team.
- (iii) **Okehampton Community Archive** - Councillor Vachon reported on a successful collaboration with Okehampton United Charities in sharing a display tent at the Okehampton Show, the re-instatement of the electricity supply, the need to upgrade display boards and storage boxes to house the Okehampton Times archive. Coffee mornings were providing an essential income, the next scheduled for 7 November.
- (iv) **OCRA** - Councillor Marsh reported that the next Trustees' meeting would take place in two weeks and that Councillor Weekes was the Council's nominated Trustee.
- (v) **Parklands Leisure Centre Users Group** - No meeting.
- (vi) **Tennis Court Management** - No meeting, but Councillor Marsh reported that the work to resurface the courts was scheduled to commence imminently.
- (vii) **Youth Issues/Room 13** - No report.

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 Ireland and agreed.

214 Licence for Fair

Action

The meeting was closed at 7.47 pm.

Councillor Mrs C Marsh
Chairman