

**Minutes of Okehampton Town Council Parks Committee held on Monday 1<sup>st</sup> August 2016**  
**in the Council Chamber, Town Hall, Okehampton at 8.00 pm**

**Committee Members Present:** Councillor Mrs C Marsh (Chairman)  
Councillor Miss C Holt  
Councillor Mrs J Carpenter  
Councillor Dr M Ireland  
Councillor R Rush  
Councillor B Tolley  
Councillor Mrs J Goffey (Mayor)  
Councillor T Leech (Chairman, Planning)  
Councillor Mrs J Yelland (Vice Chairman, P&R)

**Other Members Present:** Councillor Mrs V Cushing

**In Attendance:** P R Snell (Town Clerk)

	<b>Action</b>
<b>138. <u>Apologies for Absence</u></b> - Apologies were presented on behalf of Councillors Stephens and Weekes.	
<b>139. <u>Deferment of Business</u></b> - No public presence.	
<b>140. <u>Members' Questions</u></b> - In response to a question about the small Church Path gate, Councillor Marsh reported that the gate had been repaired and replaced by the Okement Rivers Improvement Group. In answer to a question from Councillor Ireland, it was confirmed that the Park CCTV Working Group would meet on Wednesday 10 August at 2 pm.	
<b>141. <u>Minutes</u></b> - The minutes of the Parks Committee meeting held on 6 June 2016 were approved and signed by the Chairman on the proposition of Councillor Ireland, seconded Councillor Leech.	
<b>142. <u>Matters Arising</u></b> - It was agreed to maintain a record of members of the public attending public meetings of the Council.	
<b>143. <u>Proposal for Car Parking Arrangement with the White Hart Hotel</u></b> - The Mayor noted that, as the White Hart Hotel now had 23 guest rooms, the lack of off-road parking in the immediate vicinity could create a problem and proposed that an arrangement be discussed with the hotel management for a permit arrangement with the Town Council for the Simmons Park car park. After discussion, the Mayor proposed taking forward her preliminary discussion with the hotel and report back to the next Policy and Resources meeting. The proposition was seconded by Councillor Leech and agreed.	
<b>144. <u>Park Bookings</u></b> - None received.	

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<p><b>145. <u>Projects in Progress</u> -</b></p> <p><b>145.1 Transfer of Assets</b> - The Chairman reported that West Devon Borough Council had agreed to undertake necessary maintenance to the Fairplace and Market Street toilet blocks in preparation for possible transfer. The legal documentation drafts were awaited from the Borough Council.</p> <p><b>145.2 Telephone Box</b> - The Clerk reported that, due to other priorities, the Park-keeper would be able to address this in the autumn.</p> <p><b>145.3 Jubilee Bridge</b> - The Clerk reported that, to date, only one quotation to undertake the specification of work had been received. It was agreed to discuss this further in part two.</p> <p><b>145.4 Installation of Waste Bin at Maceys Terrace</b> - The Clerk reported that he was investigating costs of installation of a litter bin rather than a dog bin at Maceys Terrace. He would report back further when costs and permissions had been obtained. Further on litter and cleanliness in the town, the Chairman had noted that town signage was no longer being maintained from West Devon Borough Council resources and offered a volunteer group to clean the signs if the Parks staff could assist with providing a transportable water bowser. It was agreed that this was both feasible and desirable and the Chairman would co-ordinate further with the Clerk.</p> <p><b>145.5 Tree Report for Skate Park</b> - The Clerk reported that a tree report for the skate park had been commissioned and very recently received. The recommendations were being studied, but at first reading it appeared that there was no urgent work to be undertaken.</p> <p><b>145.6 Park CCTV Project</b> - The Chairman reported that a meeting of the group had been scheduled for Wednesday 10<sup>th</sup>.</p> <p><b>145.7 Simmons Car Park Approach Resurfacing</b> - This was still being investigated, but it was likely that it would need to take place during a school holiday period.</p> <p><b>145.8 Simmons Park Leaflet</b> - The Chairman reported that a draft leaflet was in progress in collaboration with OCRA.</p> <p><b>146. <u>Sophia Simmons Memorial Headstone</u></b> - As a quotation had been received it was agreed to discuss this in part two.</p> <p><b>147. <u>Damage to stone wall between Football Pitch and College Field</u></b> - It had been noted that stones had fallen out of place through damage to the wall between the football pitch and the College field. It was understood that this</p>	<p>Cllr Marsh Clerk</p>

	wall was the responsibility of the College and it was therefore agreed to write to the Property Manager to request repair.	<b>Action</b>  Clerk
<b>148.</b>	<p><b><u>Clerk's Report</u></b> - The Clerk reported on the following:</p> <ul style="list-style-type: none"> <li>• items of play equipment had now been repaired and were in use</li> <li>• tradesmen costs for the reconstruction of the bench in the woodland walk were awaited</li> <li>• the repair of the fence at the cemetery had now been completed</li> <li>• the second pump at the water garden had failed earlier in the summer and had now been replaced.</li> </ul>	
<b>149.</b>	<p><b><u>Matters Arising from Walk-around</u></b> - The walk-around had not taken place on this occasion due to inclement weather. However, the Committee discussed the general state of the oak benches belonging to West Devon Borough Council situated within the town, the fact that they were receiving no maintenance and were now in a poor state. It was agreed that Councillors Marsh, Ireland and Rush would investigate possible options for replacement of these benches and report back to the Committee.</p>	
<b>150.</b>	<p><b><u>Members' Reports and Reminder for Agenda Items</u></b> -</p> <p>(i) <b>Children's Centre</b> - Councillor Leech reported no meeting, but he had requested a meeting with the administrator and officers of the Children's Centre now based in Hatherleigh.</p> <p>(ii) <b>North Dartmoor Search &amp; Rescue Group</b> - Councillor Ireland reported the next meeting would be on 4<sup>th</sup> August. The table at the Mayor's charity coffee morning had been successful and the fund-raising officer, together with Mrs Cann, were working to create a profile of the organisation in the town. It was planned to invite former members of the group to the opening of the new centre.</p> <p>(iii) <b>Okehampton Community Archive</b> - Councillor Ireland reported that a fund-raising coffee morning in the Church Hall had been successful, and that Mr P Barlow had offered Mr Barlow senior's archive to the group. A grant cheque for new display boards had been presented by the Mayor and the boards would be in use at the Okehampton Show.</p> <p>(iv) <b>Okehampton Community Recreation Association (OCRA)</b> - Councillor Marsh reported that the next meeting would be on 10<sup>th</sup> August and that the Devon Youth Games had had such a successful event in 2016 that they were requesting to come again to Okehampton in 2017.</p> <p>(v) <b>Parklands Leisure Centre Users Group</b> - Councillor Leech reported</p>	

<p>that the last meeting had focused on the appointment of the new contractor (Fusion). Once contracts had been signed, Councillor Leech reported that Fusion would be very willing to meet with the Town Council and explain their plans. The main challenge at the Leisure Centre continued to be addressing cleanliness.</p> <p>(vi) <b>Tennis Court Management</b> - No meeting.</p> <p>(vii) <b>Youth Issues/Room 13</b> - Councillor Marsh reported that she was trying to arrange a meeting with the new skate group.</p>	<b>Action</b>
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## **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 Goffey, seconded by Councillor Ireland.

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| <p><b>145.3</b>    <b><u>Jubilee Bridge</u></b> (continued)</p> <p><b>146.</b>     <b><u>Simmons Memorial</u></b> (continued)</p> <p><b>151.</b>     <b><u>Insurance Claims</u></b></p> | <p><b>Action</b></p> |
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On the proposition of Councillor Ireland, seconded Councillor Goffey, it was agreed to return to part one and to ratify decisions made.

The Chairman closed the meeting at 9.15 pm.

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**Councillor Mrs C Marsh**  
**Chairman**