

Minutes of Okehampton Town Council Parks Committee held on Monday 3 October 2016
in the Council Chamber, Town Hall, Okehampton at 7 pm

Committee Members Present: Councillor Mrs C Marsh (Chairman)
 Councillor Miss C Holt (Vice Chairman)
 Councillor Mrs J Carpenter
 Councillor Dr M Ireland
 Councillor R Rush
 Councillor B Tolley
 Councillor D Weekes
 Councillor Mrs J Goffey (Mayor)
 Councillor T Leech (Chairman, Planning)
 Councillor Mrs J Yelland (Vice Chairman, P&R)
 from 7.30 pm

Other Members Present: Councillor Mrs V Cushing

In Attendance: P R Snell (Town Clerk)

	Action
239. <u>Apologies for Absence</u> - Apologies were presented on behalf of Councillor Stephens.	
240. <u>Deferment of Business</u> - No public presence.	
241. <u>Members' Questions</u> - None.	
242. <u>Minutes</u> - The minutes of the Parks Committee meeting held on 1 st August 2016 were approved and signed by the Chairman on the proposition of Councillor Weekes, seconded Councillor Carpenter.	
243. <u>Matters Arising</u> -	
243.1 Proposed Litter Bin at Macey's Terrace - The Clerk reported that consultative letters had been sent out to occupiers of properties immediately adjacent to the proposed site requesting a response by 25 October.	
243.2 Repair of Wall at College Field - The Clerk reported that the repairs had been undertaken by the College during the summer holidays.	
243.3 Proposed Car Parking Arrangement with the White Hart - Councillor Goffey reported that she was awaiting a response through the Area Manager.	
243.4 Sophia Simmons' Headstone - The Clerk reported that the Diocesan Advisory Committee had given approval for a replica headstone to proceed.	

The contractor would be instructed accordingly.

244. Parking Charges in December - The Committee agreed to dispense with some parking charges at Simmons Park car park during December 2016 to encourage and facilitate visitors to the town. The parameters would be free to park after 3 pm Monday to Friday and free on Saturday mornings. The dispensation was proposed by Councillor Weekes, seconded Councillor Leech and agreed.

245. Park Bookings -

245.1 Carnival Fair - The Committee noted and agreed the proposed dates for the operation of the Carnival Fair as 13-15 October 2016. Vehicles would arrive on Sunday 9 October and will have departed by Monday 17 October.

245.2 Christians Together in Okehampton - An initial request had been received for a Christians Together in Okehampton event at Simmons Park on Sunday 4 June 2017. The request was noted, subject to provision of the usual insurance and risk assessment documentation in due course.

246. Projects in Progress -

246.1 Play Surface Repair - The Clerk reported that the toddler play area outside Parklands play surface had been subject to further delamination since repair. He and the Park-keeper would be meeting a representative of the contractor later in the week.

246.2 Telephone Box - The Clerk reported that the glazing of the telephone box would be undertaken in the course of the winter season.

247. CCTV in the Park - The CCTV Working Group met on 14 September and had agreed to request a product trial from the primary contractor selected. The Group noted that the contract quotation together with the provision of additional items of equipment and electrical services required prior to installation would exceed the earmarked fund available for the purpose. It was therefore agreed to request that up to £3,500 be made available from the Council reserves to meet the full cost of the installation on the proposition of Councillor Ireland, seconded Councillor Weekes and it was agreed to submit the request to the next Policy and Resources Committee.

248. Jubilee Bridge Works - A Committee Working Group was convened on 14 September to consider quotations received for the repainting of Jubilee Bridge. A contractor had been selected on the basis of price and would be instructed to proceed with the work in 2017 once permission from the Environment Agency had been obtained. The Clerk reported that the quotation was within the earmarked reserve for the purpose and was therefore fully funded.

Clerk

249. Stone Wall between Football Pitch and College Playing Field - The Clerk reported that, whilst the stone wall had been repaired during the summer, correspondence had been received from the College warning about tree growth and implications for the adjacent wall structure. The Committee opined that, for the most part, trees were adjacent to the wall and not growing in it. Various Members had observed individually that young people had used branches as aids to climbing the wall, thereby more likely causing dislodgement of the stone structure. It was also noted that the wall and trees marked the edge of the Okehampton Town Conservation Area. It was agreed to respond to the College accordingly.

Clerk

250. Simmons Park Leaflet - The Chairman reported that the new Parks leaflet, a copy of which had been circulated to Members, was now in circulation with the costs shared between the Parks Committee and OCRA.

251. Provision of Water Supply to Okehampton Bowling Club - The Clerk reported on the water supply to the Bowling Club, drawing on reports and resolutions from previous minutes. The agreement between the Town Council and the Bowling Club drawn up in 1995 had lapsed at the end of September. On the proposition of Councillor Marsh, seconded Councillor Leech, it was resolved that a new agreement was to be drawn up in consultation with the Bowling Club, together with a protocol for water extraction and provision for recharging water supply at South West Water supply and sewerage rates.

252. Matters Arising from Walk-around - Six Members had attended the walk-around preceding the meeting. There were questions concerning the cleaning and maintenance of the public toilets, which were deferred to part two. The walk-around had included all the town centre sites that were due for consideration under transfer of assets.

253. Budget 2017-18 - The Chairman reported that the Park-keeper was currently progressing his assessments for the Parks budget 2017-18 and reminded the Committee that business rates were now payable on Simmons Park car park and were likely to increase in 2017 for future years. After discussion, it was agreed to include provisional amounts for a possible Charter celebration and for tractor replacement as earmarked reserves within future budgets.

254. Correspondence - The Clerk reported on the following items of correspondence and replies sent as follows:

- (i) A letter had been received from a resident expressing concern about the amount of ragwort now flowering in Okehampton town centre. The enquirer had been referred to Devon County Council as the responsible authority for public highways.
- (ii) A letter had been received from a resident in Station Road requesting that the Council consider cutting back the branches of trees

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| <p>overhanging rear gardens. The Committee agreed that the householder was responsible for the cutting back of branches, subject to regulations concerning works to trees in a conservation area, West Devon Borough Council being the relevant planning authority. The Clerk awaited the Park-keeper's report on further aspects of this request. The Clerk would respond to the enquirer accordingly.</p> <p>(iii) The Committee noted a letter from a West Country visitor who had commented very favourably on the wild flower display at West Bridge in 2014. The letter had been acknowledged.</p> | Clerk |
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255. Members' Reports and Reminder for Agenda Items -

- (i) **Children's Centre** - Councillor Leech reported he had been unable to attend the last meeting. It was reported that a local community event was planned by the Children's Office which was now an off-shoot of the Hatherleigh Centre.
- (ii) **North Dartmoor Search & Rescue Group** - Councillor Ireland reported that the group would be supporting the Hatherleigh Carnival.
- (iii) **Okehampton Community Archive** - Councillor Vachon reported that recent coffee mornings had been successful and that the new hanging system and display boards had been used to good effect at the Okehampton Show.
- (iv) **Okehampton Community Recreation Association (OCRA)** - Councillor Tolley reported that he had attended two emergency meetings which would be commented on further under part two and the next meeting was scheduled for 19 October.
- (v) **Parklands Leisure Centre Users Group** - No report.
- (vi) **Tennis Court Management** - Councillor Marsh reported the next meeting would be on 19 October.
- (vii) **Youth Issues/Room 13** - Councillor Marsh reported on a recent well-attended meeting. The skate park group had attracted new activity where there was an interest in starting to fundraise for projects. Councillor Marsh had requested that a presentation be made to the next full Council meeting on 31 October by the skate park group.

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.

255. (iv) OCRA (report continued)

256. Transfer of Assets

Action

The meeting moved out of part two and on the proposition of Councillor Marsh, seconded Councillor Goffey, agreed to ratify all decisions taken in part two.

The Chairman closed the meeting at 8.17 pm.

Councillor Mrs C Marsh
Chairman