

**Minutes of Okehampton Town Council Parks Committee held on
Monday 21 November 2016 in the Council Chamber, Town Hall, Okehampton at 6.30 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 (from 7.55 pm)
Councillor T Leech (Chairman, Planning)
Councillor B Stephens (Chairman, P & R)

Other Members Present: Councillor Mrs V Cushing

In Attendance: P R Snell (Town Clerk)

	Action
<p>342. <u>Apologies for Absence</u> - Apologies were presented on behalf of Councillors Weekes and Goffey.</p>	
<p>343. <u>Deferment of Business</u> - (i) CCTV - It was not possible to demonstrate the CCTV equipment on this occasion due to technical malfunction and it was agreed to defer the trial to a later date to be notified. (ii) No public presence.</p>	
<p>344. <u>Members' Questions</u> - None.</p>	
<p>345. <u>Minutes</u> - The minutes of the Parks Committee meeting held on 3 October 2016 were approved and signed by the Chairman on the proposition of Councillor Ireland, seconded Councillor Leech.</p>	
<p>346. <u>Matters Arising</u> - 346.1 <u>Town Benches</u> - Councillor Marsh reported on a trial of turning the oak seat planks as a trial solution. It was anticipated that if this methodology was applied to the town seat benches it could prolong their life for a further 10-15 years. Councillor Rush had obtained costs for alternative recycled materials for these benches. This option would require an additional block for centre support. It was agreed to investigate further.</p>	<p>Cllr Marsh Cllr Rush</p>
<p>346.2 <u>Litter Bin at Macey's Terrace</u> - The Clerk reported that there had been no representations from near neighbours at the proposed site and it was agreed to purchase a Royale bin (total cost ex VAT approximately £190) for this location on the proposition of Councillor Marsh, seconded Councillor</p>	

Ireland.

- 346.3 Water Supply to Bowling Club** - It would be necessary to convene a meeting with the Bowling Club Officers as the current agreement had recently expired. Clerk
- 346.4 Car Parking Arrangement with White Hart** - The hotel had made alternative arrangements and the matter was now concluded.
- 346.5 Jubilee Bridge Repainting** - The project had been awarded to Jeffery and Pengelly for their undertaking at a time to be approved by the Environment Agency in 2017 in accordance with EA Licence.
- 346.6 Transfer of Assets** - It was agreed to discuss recent information received from the Solicitors in part two of the meeting.
- 347. Correspondence Received** -
- 347.1** A letter had been received from Mrs Sandercock concerning anti-social behaviour in Simmons Park and welcoming the prospect of CCTV. The letter was noted by the Committee.
- 347.2** The Chairman reported on a request for a coloured pictorial addition to the installation of the Hodgson memorial headstone in the new cemetery. Consultation had come through the Reverend Cook and the request had been agreed on the basis that the proposed headstone was not in conflict with the new cemetery layout. It was noted that any such request would be considered on its own merits and that no precedent was being set.
- 348. Park Bookings** - A request had been received from Wren Music for a lantern procession and associated activities on Friday 17 February 2017. The request was agreed in principle subject to provision of a full management plan, risk assessments and confirmation of public liability insurance as usual.
- 349. Projects in Progress - play surface repair** - The Clerk reported that, as a result of the delamination of materials at the site, a representative from HAGS/SMP had attended a site meeting at the Parklands play area in early October. A follow up response was awaited.
- 350. Park CCTV** - The Chairman reported that the Park CCTV Working Group had viewed the equipment and recording capability from the lowest tenderer. The trial period was continuing. The Policy and Resources Committee had agreed to the additional funding required and the demonstration of the equipment's capabilities would be sampled by the Committee before a purchase order would be issued.
- 351. Offer of Assistance** - Councillor Marsh declared a personal interest.

The Okement Rivers Improvement Group (ORIG) noted that the Town Council were in discussion with West Devon Borough Council concerning the possible transfer of land beside the West Bridge. ORIG wished to convey to the Town Council their readiness to sponsor the area and work with the Town Council in maintaining it. On the proposition of Councillor Ireland, seconded Councillor Leech it was agreed to accept the offer of assistance from ORIG in principle.

352. Application for Exclusive Burial Rights - In response for a need for an administrative change, the Committee agreed to transfer the burial rights application for Mr & Mrs Fisher from Row 11 Plot 7 to Row 12 Plot 7, this on the proposition of Councillor Stephens, seconded Councillor Leech. The Clerk would issue a letter documenting the change.

Clerk

353. Proposed Under-lease to Fusion - A request had been received from West Devon Borough Council for the Town Council to consider agreement in principle for an under-lease to Fusion subject to lease detail. Legal advice had been sought and received and it was agreed to report this under part two.

354. Budget 2017-18 - The Chairman asked Members for any specific matters for budget consideration for the next round. The Committee first considered the suggestions submitted by the Park-keeper. (Annex A to the Archive Minutes). In general it was agreed to include these in the first draft of the budget except for the old bandstand project, this on the proposition of Councillor Stephens, seconded Councillor Holt. Although the Committee saw some merit in a possible rebuild of the bandstand, it was agreed that this could not be a priority for the Town Council. It was suggested that this might be a focus for a separate local interest group.

Councillor Stephens reported that he was working on a possible project concerning the putting green.

With reference to the Skate Park, the Chairman reported that, following the Skate Park Group presentation to the Council, she had consulted a contractor on the cost of delivering some of the suggestions. The Committee also noted a letter expressing concerns of anti-social behaviour at the Skate Park from a resident.

355. Items for Next Meeting -The Committee noted that a review of Exclusive Rights of Burial fees would be brought to the next meeting.

356. Members' Reports and Reminder for Agenda Items -

(i) **Children's Centre** - Councillor Leech said that he would forward a report to the Clerk for further circulation.

- (ii) **North Dartmoor Search & Rescue Group** - Councillor Ireland reported that the mezzanine floor was being installed at the new centre and the previous buildings were currently used for storage. Group members had supported road closures for Hatherleigh Carnival, Okehampton Carnival and would again be engaged at the Edwardian Evening in Okehampton.
- (iii) **Okehampton Community Archive** - Councillor Ireland reported that the group was maintaining a positive financial state, in part due to the success of coffee mornings.
- (iv) **Okehampton Community Recreation Association (OCRA)** - Councillor Tolley reported that he had attended his first meeting as the Council's Stakeholder Trustee on 9 October - the new General Manager, Mandy Kenyon, had started in role this day.
- (v) **Parklands Leisure Centre Users Group** - No meeting.
- (vi) **Tennis Court Management** - No meeting.
- (vii) **Youth Issues/Room 13** - Councillor Marsh reported that activity was currently focused on the Skate Park and had been reported on above.

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 Marsh, seconded by Councillor Ireland.

- | | |
|---|---------------|
| <ul style="list-style-type: none"> 346.6 <u>Transfer of Assets (continued)</u> 353. <u>Under-lease to Fusion (continued)</u> 354. <u>Urgent Information under Part Two Referring to Budget Item Above (continued)</u> | Action |
|---|---------------|

Councillor Mrs C Marsh
Chairman