



*Okehampton Town Council*

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Paul R Snell  
Town Clerk

20 March 2017

Dear Councillor

You are summoned to attend a meeting of the Parks Committee to be held on Monday 27 March 2017 at 7.00 pm in the Council Chamber, Town Hall, Fore Street, Okehampton preceded by a site visit to the College Playing Field at 6.30 pm to hear proposals concerning security at the field neighbouring Simmons Park. Meet at the College Skills Centre at 6.30 pm.

Yours faithfully

Paul R Snell  
Town Clerk

### **AGENDA**

**Declarations of Interest - Members are reminded that they should declare any relevant interest regarding items on the agenda.**

**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.**

1. **Apologies for Absence** - To receive apologies for absence from those Members unable to attend.
2. **Deferment of Business** - For comment by the public
3. **Members' Questions** - To receive questions from Members regarding the workings of the Committee.
4. **Minutes** - To confirm, approve and sign the minutes of the Parks Committee meeting held on 23 January 2017.
5. **Matters Arising** -
  - 5.1 Litter bin at Macey's Terrace (Clerk)
  - 5.2 Skate Park improvements & maintenance (Chairman)

- 5.3 Civic Service in the Park (7 May) will not take place.
- 5.4 Park office fridge purchased.
- 5.5 To note that the Tennis Courts will continue to operate under a joint agreement between the College and the Tennis Club with effect from 1 April 2017 and subject to formal termination of the existing agreement. To further note that the Town Council will temporarily continue to hold the Maintenance Fund for tennis court repairs until the College status has been changed.

6. **Park Bookings** - To note requests received:

- 6.1 Request from Okehampton and Hatherleigh Children's Centre for Big Wiggle Event on Friday 24 March 2017
- 6.2 Request from Funlands Funfair to bring fair to Simmons Park from Sunday 9 July to Sunday 16 July 2017, operating Thursday, Friday and Saturday.
- 6.3 Request for Rowland and Anderton Fair to use Simmons Park (Car Park based) from 24 – 29 April 2017 (operating dates to be confirmed), noting set up for Rotary May Fair.
- 6.4 Request from Mr David Rowland for Family Funfair from 8 – 15 May 2017 (operating Thursday, Friday & Saturday).
- 6.5 Request from Okeford Vets for a dog show in the Park on 18 or 25 June 2017.

7. **Park CCTV** - The working group to make a verbal report on trial of alternative IR camera equipment and to discuss and agree the quality presented for recorded imagery and, if appropriate, to progress to procurement of equipment as a stand-alone system.

8. **Transfer of Assets** –

- 8.1 To consider a letter from Okehampton Hamlets Parish Council requesting assignment of Old Town Park from West Devon Borough Council.
- 8.2 See Part Two

9. **Drones Policy** - To consider if a drone flying policy at Simmons Park is appropriate or necessary and, if so, to consider what form the policy should take.

10. **Exclusive Burial Rights Policy** - To consider revisions to the existing policy and fee structure for the purchase of exclusive burial rights at Okehampton Cemetery.

11. **Annual Safety Inspections** - To note that annual safety inspections and reports have been provided for play areas and skate park, with no immediate issues for attention.

12. **Maintenance Agreement with Bowling Club** - To note that the previous agreement for the maintenance of the Bowling Green had expired and a new draft has been discussed and agreed between the Town Council and the Bowling Club had been discussed and prepared for ratification by each party.

13. **College Proposals for Securing College Site** - To note the earlier site visit and proposals by Okehampton College for amendments to right of way and introduction of fencing and secured areas.

14. **Mural at East Street** - To consider the report for maintenance and preservation of the mural at East Street and other organisations participating.

15. **Public Benches** - To consider cost of refurbishment of public benches within the town but outside Simmons Park and possible funding sources to assist with a phased refurbishment.
16. **Borough Boundary Stone** - To note that the old borough boundary stone on New Road was broken in February and to consider what, if any, work is to be undertaken to repair or replace it.
17. **Members' Reports and Reminder for Agenda Items** - To receive reports from Members attending other organisations on behalf of the Council.
- (i) Children's Centre - Councillor Leech.
  - (ii) North Dartmoor Search and Rescue Group - Councillor Ireland.
  - (iii) Okehampton Community Archive - Councillors Stephens & Vachon.
  - (iv) Okehampton Community Recreation Association (OCRA) – Councillor Tolley.
  - (v) Parklands Leisure Centre Users' Group - Councillors Leech & Marsh.
  - (vi) Tennis Court Management - Councillor Marsh & Town Clerk.
  - (vii) Youth Issues/Room 13 - Councillor Marsh.

## **PART TWO**

Items which may be taken in the absence of the press and public.

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 as they involve the likely disclosure of sensitive and confidential information.'

- 8.2. **Transfer of Assets** - To note legal advice provided referring to the amended Heads of Terms from WDBC.
18. **Simmons Park Car Park** - To consider quotes for selective surface repairs at Simmons Park Car Park.