

Minutes of the Okehampton Town Council Parks Committee Meeting held on Monday
20th May 2013 in the Council Chamber, Town Hall,
Fore Street, Okehampton at 7 pm

Committee Members Present: Councillor Mrs C Marsh (Chair)
Councillor M Davies (Town Mayor)
Councillor Dr M Ireland
Councillor A Leech (Chair Planning)
Councillor P Vachon (Chair Property)
Councillor Mrs M McDonald (Chair Policy & Resources)

Other Members Present: Councillor R Boyce

In Attendance: Mrs J Gillard (Deputising for Town Clerk)
Mr D Whitfield (Park Keeper)

8. **Apologies for Absence** – Apologies for absence were presented on behalf of Councillors Mrs J Goffey, D Weekes, D Pledger, T Cummings and K Ball.
9. **Deferment of Business** – (for comment by the public) – There were no questions from members of the public.
10. **Members Questions** – There were no questions from Members.
11. **Minutes** – The minutes of the Parks Committee meeting held on 15th April 2013 were approved and signed by the Chair on the proposition of Councillor A Leech, seconded by Councillor Mrs M McDonald.
12. **Urgent Items brought forward by the Chair** – The Chair stated there was a PC and telephone line in the Park Keeper's hut but email was not available. Cost of setting this up will be a £50 set up fee, £5 monthly for the first 9 months then £11 monthly ongoing. It was proposed by Councillor Davies and seconded by Councillor McDonald to proceed and set up the facility at these costs. All members in favour.
13. **Matters Arising** –
 - 13.1 **Clapps Wood** - Councillor Davies reported confirmation has been received from Peter Peter & Wright that the completion statement previously received was correct but there was an error in the letter. Councillors acknowledged the agreed purchase price of £4000 was not for the entire Woods – just the part the Council was acquiring. It was proposed by Councillor Davies and seconded by Councillor Mrs Marsh that the balance due on the completion statement £6703.00 be paid to the Solicitors. All Councillors in favour with the exception of 1 councillor.
 - 13.2 **OCRA Sports Pavilion, Simmons Park** – Councillor Davies advised the paperwork to enable completion was due to be received tomorrow for Sealing by the Council.

- 13.3 Notice Board** – The Clerk reported Councillor Mrs J Goffey advised she would report to the next meeting when more information would be available.
- 13.4 Dog Bins** – Map of existing dog bin sites reviewed together with list of suggested new sites. Mr Whitfield to investigate costings for new bins for further discussion at next meeting.
- 13.5 Red Telephone Box, North Street/Bus Shelters** – Mr Whitfield reported the lean on the Telephone Box was not recent settlement and that it did require refurbishment. He suggested it be moved to an alternative site and used as a Notice Board/Information Point. Councillors were in favour, Clerk to investigate if Box can be moved. Mr Whitfield also advised the Bus Shelters were cleaned twice each year and he agreed to arrange cleaning on the next wet day.
- 13.6 Park Bookings** – It was agreed to accept the booking request from Paulo's Circus for 3 – 9 June at a fee of £1000 as per last year's charge and to request they complete a Booking form with Terms & Conditions on their arrival and more contact details obtained. Also agreed Bonds be taken from the Circus and Fair in future years, investigation to be undertaken with other Towns on the procedures used elsewhere for these types of bookings.

14. Play Equipment Simmons Park

- 14.1 Replacement/New Equipment** – Mr Whitfield advised there were no items requiring immediate replacement, he would report any issues and monitor items with high maintenance costs. The Chair Rocker could be replaced with a Sprung Tractor at a cost of approx £500. Budgets to be investigated prior to further discussion at next meeting.
- 14.2 Safety Inspection and Risk Assessment** – Report from Tony Mogford Associates received and reviewed. Agreed priority issues to be resolved were signage at Skateboard facility and reinstatement of guard rails that have been removed. Mr Whitfield to progress. Councillors also agreed quotes be obtained from alternative Consultants for future assessments.
- 15. Have A Field Day – 7 July 2013** – Councillor Mrs Marsh advised this date has been registered to tie in with OCRA Sports Week. It was agreed the QEII Plaque to be unveiled at the same time. Mr Whitfield suggested a revised position for the plaque – in from the car park on right side of river, all in favour of this change. Agreed Mr Whitfield investigate new position for dog bin with costings to be reviewed at next meeting.
- 16. Park Footpaths** – Mr Whitfield reported he was reinstating 3 paths that have been 'lost' over time in the Park. Councillors agreed this would be an enhancement to the Park and thanked him for his work.
- 17. Sophia Simmons Memorial** – Wording agreed – I know that my redeemer liveth Job 19:25. Resolved to now proceed with replacement headstone as previously discussed.

18. **East Street Bench** – Councillor Leech advised the site is owned by DCC and WDBC Planning not involved with bench.
19. **Mobile CCTV Cameras** – Councillor Mrs Marsh reported there are ongoing issues with vandalism, litter and large stones being moved in the Park. There is £4050 in the budget for CCTV and it was agreed further research and costings be undertaken for the possibility of using mobile cameras in the Park. To be further discussed at next meeting.
20. **Members Reports**
Parklands Leisure Centre Users' Group – no report.
Okehampton Community Recreation Association – Councillor Mrs Marsh reported Pavilion keys due to be handed over next week with opening planned for Sports Week.
North Dartmoor Search & Rescue Group – Cllr Ireland reported Group exploring EU Matched Funding Grants for replacement clothing. They are approx £20k short for purchase of new Centre. New Vehicle Officer in place. Okes Walk to be organised, Mayor accepted invitation to take part in a rescue exercise.
Tennis Court Management – no meeting
Okehampton Community Archive – Councillor Vachon reported Wardhayes photographs completed, a Heritage Walk is being discussed and planned and also research for the WW1 Centenary. Successful talk delivered to the Primary School.
Carnival committee – no report.
Youth Issues/Room 13 – no report.
Children's Centre – Councillor Leech reported a good Ofsted report had been received. Too early to see full effects of Benefit Changes. Most resources are being directed at first year children. Many 'education type' issues being tackled. They have offered to attend a Council meeting to give presentation. Councillors agreed to this idea.

Meeting closed at 8.50 pm.

Councillor Mrs C Marsh
Chairman