

**Minutes of Okehampton Town Council Parks Committee held on
Monday 27 March 2017 in the Council Chamber, Town Hall, Okehampton at 7.17 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 Mrs J Goffey (Town Mayor)
Councillor T Leech (Chairman, Planning)
Councillor Mrs J Yelland (Vice Chairman, Policy & Resources)

Other Members Present: Councillor T Cummings
Councillor Mrs V Cushing

In Attendance: P R Snell (Town Clerk)

	Action
551. <u>Apologies for Absence</u> - Apologies were presented on behalf of Cllrs Stephens, Tolley and Weekes.	
552. <u>Deferment of Business</u> - No public presence.	
553. <u>Members' Questions</u> - Cllr Cushing asked about progress in contacting the volunteer referred to in minute 448. The Clerk responded that a message had been sent, but thus far there had been no direct response and the Clerk was therefore unable to take this matter further.	
554. <u>Minutes</u> - The minutes of the Parks Committee meeting held on 23 January 2017 were approved and signed by the Chairman on the proposition of Cllr Ireland, seconded Cllr Leech.	
555. <u>Matters Arising</u> -	
555.1 <u>Litter Bin at Macey's Terrace</u> - The Clerk reported that the new litter and dog waste bin had been received and was awaiting installation by the Park-keeper.	
555.2 <u>Skate Park Improvements & Maintenance</u> - The Chairman reported that she and the Clerk had met with Room 13 officers and discussed skate park matters: lamp - should now have a supply reinstated and the electrical contractor contacted to confirm and repair; rounded cap on spine discussed with contractor - to be implemented with funding from skate park account; main surface - contractor had provided advice on material and Park-keeper to arrange for repairs to be carried out; other matters discussed subject to user-group fundraising.	
555.3 <u>Civic Service</u> - The Committee noted that as the Civic Service would now	

take place on 10 September, the reservation for Simmons Park on 7 May was no longer required.

555.4 Park-keeper's Shed - Fridge had been purchased.

555.5 Tennis Courts - The Committee noted 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. The meeting further noted that the Town Council will temporarily continue to hold the maintenance fund for tennis court repairs until the College status has been changed.

Public access sessions would continue to be available through the Tennis Club.

556. Park Bookings - The Committee had received requests for:

- A Big Wiggle Event organised by the Okehampton and Hatherleigh Children's Centre for Friday 24 March 2017.
- A request from Funlands Funfair to bring a fair to Simmons Park from Sunday 9 July to Sunday 16 July 2017, operating on Thursday, Friday and Saturday.
- A request from Rowland and Anderton Fair to use the Simmons Park car park from either 7 - 14 May 2017 (operating 10 - 13 May) or 4 - 11 June (operating 7 - 10 June). The Committee noted there was a Christians Together in Okehampton event booked on 4 June.
- A request from Mr David Rowland for a Family Funfair in May had since been withdrawn with a view to submitting a request for alternate dates.
- A request from Okeford Vets for a dog show in Simmons Park on 25 June 2017.

All requests were noted and approved by the Committee subject to provision of the usual insurance liability indemnities and documentation completed.

557. Park CCTV - The Chairman and Cllr Ireland reported on the recent meeting of the Park CCTV Working Group, whereby the quality of images using a higher specification night camera had been viewed. (Minute 452 refers.) It was again emphasised that the main purpose of the CCTV system was deterrence rather than intrusion, but that information that could be provided in assistance to the police, should it be required, would be helpful. The Clerk reminded the Committee that the purchase of the three higher specification night cameras would increase the purchase price by approximately £1,000. On the proposition of Cllr Ireland, seconded Cllr Goffey, it was agreed to proceed with the purchase of the stand-alone system, subject to prior confirmation of compliance with relevant regulations.

Clerk

558. Transfer of Assets - Cllrs Leech and Yelland declared personal interests as Members of West Devon Borough Council.

558.1 The Committee noted a letter from the Clerk to Okehampton Hamlets Parish

Council formally proposing that Old Town Park be transferred from West Devon Borough Council to the Parish Council. As this matter was part of the overall transfer of assets programme, on which legal advice had been received, it was agreed to discuss the matter under Part Two.

559. **Drones Policy** - Cllr Leech reported that West Devon Borough Council was drafting a policy to cover the flying of drones. On the proposition of Cllr Marsh, seconded Cllr Leech, it was agreed to liaise with West Devon Borough Council in order to ensure harmonisation of policy when applied to Simmons Park. Clerk
560. **Exclusive Burial Rights Policy** - The Clerk tabled a draft revised policy for exclusive burial rights at Okehampton Cemetery, reporting that the guidance from the previous Committee meeting had been incorporated and that he would seek comment from the Rector at All Saints for the next meeting to enable full consideration. Clerk
561. **Annual Safety Inspections** - The Clerk reported that safety inspections of the main play equipment area, Parklands toddlers' play area and the skate park and BMX track had been carried out by a certified assessor in March and the reports had subsequently been received. While the reports were being evaluated, there were no immediate or overriding issues to be addressed.
562. **Maintenance Agreement with the Bowling Club** - The Chairman reported that she and the Clerk had met with representatives of the Bowling Club and agreed a new draft maintenance agreement, circulated with the papers for this meeting. It was agreed to research regulations for stored water and to forward these for the attention of the Bowling Club with reference to the cold water tank used to water the green. The new agreement had been approved by the Bowling Club and was now approved by the Council on the proposition of Cllr Goffey, seconded Cllr Holt.
563. **College Proposals for Securing College Site** - Four Members of the Council and the Clerk had attended a briefing by Mr Alan King and Mr Joe Wood on the proposals to enhance security and safety during the College term-time day. The measures included the introduction of new fencing (some 'Protek' and some picket style) around the periphery of the cricket field and the relocation of the public footpath to the other side of the wall by the cricket pitch. The Committee expressed themselves sympathetic to the proposals with a preference for lower fencing levels wherever possible and open to the receipt of a formal application for relocation of the public footpath.
564. **Mural at East Street** - The Chairman reported on a possible project to maintain and preserve the East Street mural (DCC land) in conjunction with Okehampton United Charities and the Chamber of Trade. It was agreed to await a formal application. Cllr Goffey noted that there was now a national register for wall art and murals.
565. **Public Benches** - The Chairman reported that a number of oak benches had

been installed by West Devon Borough Council as part of the Okehampton enhancement work some years ago. These were now in need of refurbishment. The bench at Jacobs Pool had been refurbished at no cost and as a trial. There were five further benches and seats in central Okehampton, totalling a refurbishment cost of approximately £1,500. Cllr Leech agreed to take the matter up with Assets at West Devon Borough Council in the first instance.

Cllr Leech

566. Borough Boundary Stone - The Clerk reported that the Hamlets Parish Council had initiated a conversation about the broken boundary stone in New Road (car impact in February). After discussion, it was agreed that the boundary stone had heritage value despite its hidden location on the road bend and, on the proposition of Cllr Ireland, seconded Cllr Leech, agreed in principle to funding half the repair cost in partnership with Okehampton Hamlets Parish Council.

Clerk

567. Members' Reports and Reminder for Agenda Items -

- (i) **Children's Centre** (Cllr Leech) - Nothing to report.
- (ii) **North Dartmoor Search & Rescue Group** (Cllr Ireland) - At the Annual General Meeting, Mr Les Agar and Cllr Michael Ireland had been made life members. Mr Gavin Grimsey had been elected new chairman.
- (iii) **Okehampton Community Archive** (Cllr Ireland) - At the recent AGM Cllr Ireland had been re-elected as chairman and Cllr Marsh as treasurer. The coffee morning on the previous Saturday had made approximately £150 for funds and a collection of new photographs of Southern Region Trains was coming forward at present.
- (iv) **Okehampton Community Recreation Association (OCRA)** (Cllr Tolley) - No report.
- (v) **Parklands Leisure Centre Users Group** (Cllrs Leech & Marsh) - Cllr Leech reported that a meeting between Fusion and West Devon Borough Council was due to take place later in the week. There were several operational issues to discuss.
- (vi) **Tennis Court Management** (Cllr Marsh & Town Clerk) - Previously reported on and this item will now be dropped from the routine agenda.
- (vii) **Youth Issues/Room 13** (Cllr Marsh) - Previously reported on.

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 Cllr Leech, seconded Cllr Goffey.

558. Transfer of Assets (continued) - Cllrs Leech and Yelland had previously made declaration of personal interest as West Devon Borough Councillors.

The Committee noted the letter from Okehampton Hamlets Parish Council and decided to consider the comment and advice from the Council's solicitor first. The Clerk explained the relevance of the solicitor's comment and advice as applied to the draft Heads of Terms from West Devon Borough Council. After much discussion a proposal by Cllr Yelland that Old Town Park be removed from the asset transfer group under consideration was defeated on the Chairman's casting vote. Therefore, it was understood that the Clerk would write to West Devon Borough Council to inform that Old Town Park was still to be considered a part of the asset package unless West Devon Borough Council determined otherwise, in which case Okehampton Town Council would need to consider afresh which assets it was prepared to take forward. Okehampton Hamlets Parish Council would be informed accordingly that the Town Council continued to have an interest in acquiring Old Town Park as part of an asset transfer group and had reverted to West Devon Borough Council for decision.

Action

Clerk

568. Simmons Park Car Park Resurfacing - The Committee considered quotations received for patch resurfacing at Simmons Park car park (the entrance lane as far as the pay-and-display machine) three quotations had been received and, after consideration, the Committee agreed to select the lowest quotation (Kennford Tarmacadam Ltd at £5,790 + VAT) on the proposition of Cllr Goffey, seconded Cllr Holt. The Committee noted that white lining would be required after the resurfacing work had been completed and further quotations would be sought for this.

The Committee agreed to come out of Part Two and ratify the decisions made in Part Two on the proposition of Cllr Goffey, seconded Cllr Holt.

The Chairman closed the meeting at 9.28 pm.

Councillor Mrs C Marsh
Chairman