



Okehampton Town Council

Town Hall
Fore Street
Okehampton
Devon
EX20 1AA

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2nd December 2024

Dear Councillor

You are summoned to attend a meeting of the Parks Committee to be held on Monday 9th December 2024 at 7pm (or at the arising of the Planning Committee meeting, whichever later) in the Council Chamber, Town Hall, Fore Street, Okehampton

Committee Membership consists of the following:

Councillor B Tolley (Chairman)	Councillor A Fisher (Mayor)
Councillor F Hart	Councillor T Leech (Chairman, Planning)
Councillor C Holt	Councillor R Colman (Chairman, Property)
Councillor M Ireland	Councillor J Yelland (Chairman, Policy & Resources)
Councillor C Marsh	Councillor S Weekes

Yours faithfully

E James

Emma James
Town Clerk

AGENDA

This meeting will be livestreamed through the Council's Facebook page. Persons attending will be captured on film except when seated in the public seating area, with the exclusion of the first row. Any speech may be picked up and broadcast.

A fire alarm drill is not planned. In the event that the alarm sounds, please make your way out of the building using either staircase to the meeting point in Red Lion Yard and await further instructions.

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.

Please ensure mobile phones are turned off or to silent.

Business to be Transacted

- Apologies for Absence** - To receive apologies for absence from those Members unable to attend.
- Declarations of Interest** – To receive disclosures of interests from Councillors on matters to be considered at the meeting. The disclosure shall include the nature of the interest. If a Member becomes aware, during the course of the Meeting, of an interest that has not been disclosed they must do so immediately.

3. **Public Participation** – To receive questions or comments from members of the public. (Please note that decisions cannot be made on items not detailed on the agenda.)
4. **Park-Keeper** – To receive a report from Mr McGahey, if present
5. **Members' Questions** - To receive questions from Members regarding the workings of the Committee.
6. **Minutes** - To confirm, approve and sign the minutes of the Parks Committee meetings held on 9th September and 2nd December 2024.
7. **Appointment of Committee Vice-Chairman** – To consider appointing a Vice-Chairman following the resignation of Cllr Rogers.
8. **Simmons Park**
 - 8.1 **To note the following updates:**
 - a) **Bookings** - Events that have either taken place or are scheduled to take place in Simmons Park, subject to receipt of the necessary paperwork.
 - b) **Okehampton College/DMAT Signage** – Trustees of Simmons Park Charity will be considering a proof design at the next meeting
 - c) **Putting Improvements** – A meeting of the working group to review the survey results will be held in early 2025.
 - d) **Christmas Free Parking** – In accordance with the resolution made in November 2023 the following is being offered: Free parking Monday to Friday from 12noon, all day Saturdays and Bank Holidays from Monday 2nd December until Wednesday 1st January 2025 (inclusive)
 - e) **Tree Survey** - A survey of trees in Simmons Park due to be undertaken on 21st November was rescheduled to 16th December due to the inclement weather
 - 8.2 **Signage** – To consider a request from Nibbles Cafe to place advertising signage in Simmons Park
 - 8.3 **Trees** - To consider a request from a member of the public for the planting of a Copper Beech Tree
 - 8.4 **Car Park Fees and Charges**
 - a) To review parking fees, recommended date of any changes to be implemented from the date of a revised agreement with WDBC
 - b) To review parking permit charges and associated conditions or any restrictions, recommended date of any changes to the charges to be implemented from the date of a revised agreement with WDBC
9. **Skatepark and BMX Track**
 - 9.1 **BMX/Pump Track Improvements** – To note that the project will be progressed in early 2025
 - 9.2 **Skatepark**
 - a) To note correspondence received from a member of the public
 - b) To consider a request from a PSCO to hold a graffiti teaching class at the skatepark including use of some ramps for this purpose
10. **Cemetery**
 - 10.1 **Burials** - To note the details for the year to date
 - 10.2 **Scattering Lawn** – To note creation of the service is complete
 - 10.3 **Consultation** – To consider a response to the consultation as recommended by the Cemetery Working Group <https://consult.justice.gov.uk/law-commission/burial-and-cremation/>
 - 10.4 **Cemetery Fees and Charges 2025/26** – To review the fees and charges for the coming financial year, the recommendation of the Cemetery Working Group being that they remain as existing.

11. Other Areas and Updates

11.1 To note the following:

- a) **Vehicles** – To consider any available update in relation to the Council's Van which is out of action following an electrical issue.
- b) **Lighting Column Inspections** – To note light column inspections in Simmons Park and the Skatepark are required to be undertaken, quotations will be sought in early 2025
- c) **Clapps Wood Annual Footpath Closure** – To note the footpath through Clapps Wood was closed from 8am Tuesday 29th October to 0800am Wednesday 30th October 2024
- d) **Snow/Ice** – To note that the Council's Snow and Ice Policy was implemented during a spell of inclement weather towards the end of November which had resulted in the closure of the formal side of Simmons Park due to falling tree branches
- e) **Bench Behind Lidl** – The individuals responsible for deliberately destroying the bench by fire in October 2023 were identified by the CCTV system, have been found guilty of Arson and dealt with by the Court. The outcome of which includes orders to pay compensation towards the cost of the lost bench and community reparation, potentially undertaking work within Simmons Park.

11.2 **Dog Waste Bin** – To consider a request from a member of the public for the provision of an additional or larger bin to provided at the junction of Chichacott Lane and Crediton Road.

11.3 **Bus Shelter** – To consider a proposal for the installation of a bus shelter in Exeter Road

12. Finance –

12.1 **Payment Schedule** - To resolve to approve the payment schedule.

12.2 **2025/26 Budget** – To consider any further requirements for 2025/26.

13. Reports of Council Working/Task and Finish Groups – To receive reports:

13.1 **Cemetery Management** – Cllrs Fisher, Marsh, Tolley and Weekes

13.2 **Putting Green Improvements** – Cllrs Ireland, Marsh, Tolley and Weekes

13.3 **BMX/Pump Track** – Cllrs Colman, Hart and Weekes

14. Members' Reports and Requests for Agenda Items - To receive reports from Members attending other organisations on behalf of the Council

14.1 Dartmoor National Park Forum - Cllr Marsh

14.2 Everything Okehampton – Cllr Marsh

14.3 Okehampton Community Recreation Association (OCRA) – Cllr Tolley

14.4 Okehampton & District Community Transport Group – Cllr Leech

14.5 Okehampton Ukraine Support Group – Cllr Ireland – Note, there is no longer a formal support group

14.6 Parklands Leisure Centre User Group – Cllrs Tolley and Marsh

14.7 Twinning Association – No representative

PART TWO – CONFIDENTIAL ITEMS

15. 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 which are CONFIDENTIAL by virtue of relating to legal and/or commercial matters, staffing and/or the financial or business affairs of a person or persons other than the Council.'

16. Simmons Park Riverbank Maintenance – To consider quotations received for work to the riverbank

17. Cemetery Extension – To consider an update in relation to potential land purchase

18. **Simmons Park Carpark** – To receive an update in relation to the lease and agreements associated with the carpark.

To resolve to exit Part 2, ratify decisions made therein and re-admission of the Press and Public