

**Okehampton Town Council  
Parks Committee 10<sup>th</sup> March 2025  
Meeting Report**

<b>Date:</b>	27 <sup>th</sup> February 2025
<b>Name:</b>	Emma James and Abi Horn

**7. Simmons Park**

**7.1 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.**

Booking Name	Group Name	Start Date
Okehampton Primary school PTEA Bouncy castle kingdom	Community Links	Sat 12/04/2025 11:00
Tea In A Tent - Shelter Box Fund Raiser	The Rotary Club Okehampton	Sat 19/04/2025 09:00
VE Day celebration	Everything Okehampton	Thu 08/05/2025 08:00
Skate Park Event		Sat 17/05/2025 09:00

**7.2 Chalet Treloar - To consider a request from a resident of Chalet Treloar in relation to planting in the garden area**



**7.3 Unauthorised Vehicles Accessing Formal Side of Simmons Park – To consider the provision of signage stating ‘no unauthorised vehicles’ and a speed limit**

The Parks staff advise that people sometimes members of the public drive through this entranceway looking for the carpark.

Consideration is requested to be given to:

- a) the provision of a ‘no unauthorised vehicles’ sign at the entrance or painted on the road surface just inside the entrance gates.
- b) A speed limit of 5 or 10 mph for vehicles needing to access this area of the park be implemented.



9. **Cemetery**  
 9.1 To note the burial details for the year to date

## Grave Summary

### Okehampton Cemetery

Grave Number	Interment No	Grave Usage	Denomination	Consecrated ?	Surname
B02-05	1	Burial - New Dou	C of E	<input type="checkbox"/>	Heard
B03-09	1	Burial - New Singl		<input type="checkbox"/>	Cornish
B04-08	2	Burial Re-Open f	C of E	<input type="checkbox"/>	King
B06-02	2	Ashes		<input type="checkbox"/>	Mowlam
B06-08	2	Burial - New Singl	C of E	<input type="checkbox"/>	Palmer
B12-02	2	Burial - New Dou		<input type="checkbox"/>	Brown
B19-06	1	Burial - New Dou		<input type="checkbox"/>	Bond
B20-02	1	Burial - New Dou	C of E	<input type="checkbox"/>	Barkwill
B20-04	1	Burial - New Dou	C of E	<input type="checkbox"/>	Tushingam
B20-07	1	Burial - New Dou	C of E	<input type="checkbox"/>	Woolacott
B20-08	1	Burial - New Dou	C of E	<input type="checkbox"/>	Curtis
S08S	1	Ashes	_Unknown	<input type="checkbox"/>	Reynolds

Total Burials                    10  
 Total Interment of Ashes      1  
 Total of Scattered Ashes      1

## Graves Purchased

### Okehampton Cemetery

Grave Number	Interment number	Purchase date
B19-07	1	06/08/2024
B20-03	1	27/08/2024
B20-05	1	26/09/2024
B20-08	1	16/11/2024
Total number =		4

# Memorial Details

Date of burial	Grave No.	Memorial type	Deceased Surname	Deceased Forenames
03/09/2021	B16-07	Lawn Memorial	Midgley	David Arthur
01/02/2023	B18-05	Lawn Memorial	Mansbridge	Peter Robert
07/02/2023	B13-08	Additional inscription	Kelly	Michael Frederick George
15/06/2023	B19-01	Lawn Memorial	Osman	Alisha May
27/07/2023	B12-01	Additional inscription	Drew	Trevor
15/09/2023	B19-08	Lawn Memorial	Compton	Robert John
10/11/2023	B19-05	Lawn Memorial	Thomson	Robert Mowatt

Total New Headstones 5

Total Additional Inscriptions 2



## 9.2 To consider feedback from the post-Christmas inspection and tidy-up

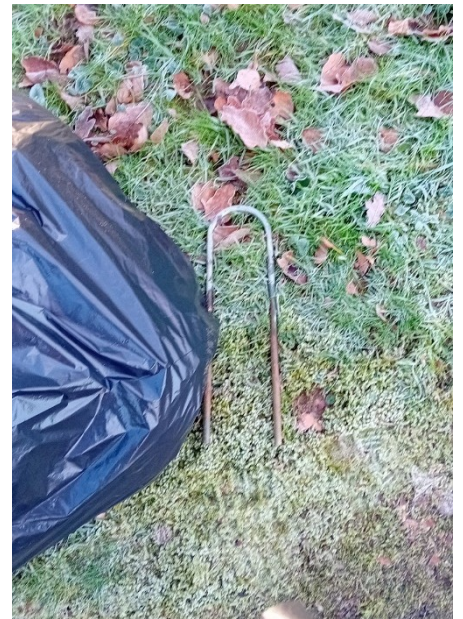
On undertaking a post-Christmas inspection of the Cemetery material amounting to approximately 8 large black bin bags was removed.

Items removed included large metal stakes that had been used by visitors to secure Christmas wreaths and other items, see photograph, right. Such items could severely damage mowers and other equipment.

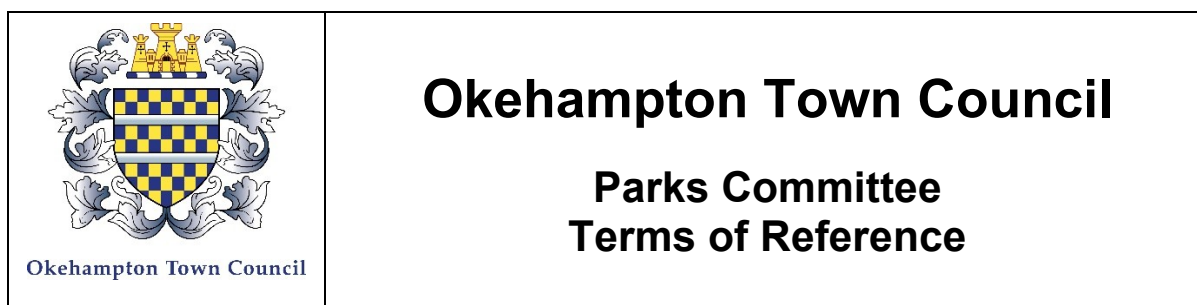
Additionally, it was found that several items have been placed on some graves, including prohibited within council policy; for example ceramic pots and ornamental items, plastic windmills and solar lights.

Unfortunately, such items are a health and safety issue, as for example ceramic items break and can cause both injury and damage to machinery. In some cases these items are not confined to the head of the grave, but spread down the length which causes maintenance difficulties.

**The Committee is requested to consider action to be taken.**



13. **Committee Terms of Reference** – To consider the ToR for the 2025/26 Mayoral Year and make recommendation to Full Council for consideration at the appropriate meeting



### Responsibilities

To carry out the Council's responsibilities for the following:

- i. The provision of grounds maintenance services for:
  - a. Simmons Park, Kempley Meadows, Platt's Meadow, Putting Green;
  - b. Simmons Park car park and approach road;
  - c. Skate Park/BMX Track; Clapps Wood, Fairplace, land behind Lidl, grass verge at West Bridge, and all land in the ownership/responsibility of Okehampton Town Council (except the footprint of the Town Hall, Charter Hall, Cinema, Lower Market Hall and Public Toilets at Fairplace and in Market Street)
  - d. Land owned by others including the raised flower bed and seating area in New Road, the Gateway Mural area at the junction of East Street and Crediton Road and the planted area off the roundabout in School Way
  - e. Cutting of the grass in the open Church owned Graveyard, adjacent to All Saints Church (no other responsibility for this service/facility); and
  - f. some wayside seats and bins
- ii. The provision of grounds maintenance services within the Council owned Cemetery adjacent to All Saints Church, **and any other council cemetery**, and to act as Burial Authority for all burials and interments, including cremated remains, within the cemetery.
- iii. **Roofed structures, including shelters and the Parks Office and Workshop will be the responsibility of the Facilities Officer, once appointed.**

### Budget

To have authority for spending within the allocated budget.

### Fees

To determine and keep under review the fees and charges for the committee's services where statutory authority exists for the levying of such charges.

### Payment of Expenses

To have authority to authorise cheque and BACS payments for all invoices and expenses **relevant to the business of the Council.**