



Wallingford Town Council

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2019-10-21 Parks /tc

16<sup>th</sup> October 2019

**To All Members of the Parks, Gardens, Allotments and Open Spaces Committee – Councillors, Davies, Keats-Rohan, Kidley, Lester, McGregor, Rennie, Sinkinson, The Mayor, Councillor L. Upcraft and the Parks Foreman, Bryan Gilbey**

Dear Councillor,

You are hereby summoned to attend a meeting of the Parks, Gardens, Allotments and Open Spaces which is being held in the **Main Chamber of the Town Hall, Market Place**, Wallingford, on Monday 21<sup>st</sup> October 2019, for the transaction of business as set out on the agenda below.

Yours sincerely,



Town Clerk

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## AGENDA

### 1. **APOLOGIES**

Apologies for absence will be received  
Lesley Rennie

### 2. **DECLARATION OF INTERESTS**

A Councillor with voting rights who has a disclosable pecuniary interest or another interest as set out in our Council's Standing Orders code of Conduct (Item 13) in a matter being considered at a meeting is subject to statutory limitations or restrictions under code of conduct and his right to participate and vote on the matter (guidelines are available at the meeting and all Councillors have received a copy prior to the meeting)

### 3. **ADMISSION OF THE PUBLIC**

To consider whether members of the public should be excluded from the meeting.

4. **PUBLIC PARTICIPATION - NOTIFIED AND IMPROMPTU (15 MINUTES IN TOTAL)**

To be notified to The Town Clerk by 10am on Friday 18<sup>th</sup> October 2019.

**Jane Head** – Site B, Thames Water Pumping Station

**Stephen Verge** – Allotment Water Troughs

**Representative from Thames Water** – Site B, Thames Water Pumping Station.

5. **TERMS OF REFERENCE – TO BE REVIEWED AND AGREED BY MEMBERS**

6. **PARKS, GARDENS, ALLOTMENTS AND OPEN SPACES MINUTES**

To sign as a correct record the Minutes of the Parks, Gardens, Allotments and Open Spaces Meeting held on the 1st July 2019, as set out on pages 46-52.

7. **ACTIONS FROM PREVIOUS MINUTES**

- a. **Dog Waste Bins** - E-mail communication attached
- b. **Market Traders Policy. Properties/Responsibilities** – Policy is being reviewed by the Volunteer Tourism, Business and Community Development Manager.  
List of properties and responsibilities is attached.

8. **ALLOTMENTS**

- a. **Waiting list** - An update from the Allotment Officer
- b. **Allotment Trophy** – Winner announced at the WAGS show on 14<sup>th</sup> September
- c. **Bee Keeping** – Discuss and approve if appropriate request to keep bee hives on site

9. **PARKS STAFF**

- a. **Update from the Parks Foreman** with regard to his work and his team.

10. **KINECROFT**

- a. **Charges revisited – Minute 487b) (ii)/01/2019, 694(a)/04/2019, 109(a)/07/2019.** Volunteer Tourism, Business and Community Development Manager is reviewing all aspects of charging.
- b. **Michaelmas Fair** – problems incurred this year, including flyposting, gate-keeping, skip and toilet collection. Members to discuss options and approve if appropriate

### **To note forthcoming events on the Kinecroft**

Pinders Circus, 25<sup>th</sup> to 27<sup>th</sup> October

1155 Society, Bonfire Night, 2<sup>nd</sup> November

Santa Run, 1<sup>st</sup> December

### **11. BULLCROFT**

- a. **Councillor McGregor, Chairman of the Bullcroft Working Party** - to give an update.

### **12. CASTLE GARDENS**

- a. **Band Concerts** – Thank you to those that volunteered at this year's concerts especially to Councillor Whelan and her family who attended most dates.  
Next year's dates will be sent via e-mail Councillors to volunteer to organise chairs.

### **13. OPEN SPACES**

- a. **Flower Trough** – The trough outside Zaro's although planted up is being used as a litter bin, discuss options to move.
- b. **Insects and Bees** – discuss e-mail from member of the public to encourage insects and bees to flower beds, wild areas
- c. **PC Harper** – discuss e-mail from member of the public for a memorial tree
- d. **Radnor Road** - Chairman to give update on District Councillor involvement.

### **To note forthcoming events in Open Spaces –**

Christmas Shopping Event, 1<sup>st</sup> December

#### **14. FUTURE AGENDA ITEMS**

**20<sup>th</sup> January 2020 meeting.** Parks staff to Monitor usage of Castle Gardens Minute 696(b)15/4/19.

Councillor McGregor to discuss options for bike track in the woods in Shillingford Road.

**Distribution: Noticeboards, Library, Town Information Centre.**

**NON CONFIDENTIAL REPORTS ARE AVAILABLE ON REQUEST.**

**ANY MEMBER OF THE PUBLIC WISHING TO ATTEND THE ABOVE MEETING AND WHO HAS MOBILITY DIFFICULTIES IS REQUESTED TO CONTACT THE TOWN COUNCIL OFFICES ON 01491 835373 BY 10AM ON FRIDAY 18<sup>th</sup> OCTOBER 2019. ALL REASONABLE ATTEMPTS WILL BE MADE TO ENSURE THAT THEY HAVE ACCESS TO THE MEETING.**