

WALLINGFORD TOWN COUNCIL

MINUTES

of the

Parks, Gardens, Allotments and Open Spaces Committee Meeting held in the Town Hall,
Wallingford on
Monday 21st January 2019

PRESENT

Councillors Baroni, Davidson, Hughes, Kidley and McGregor
The Chairman, Councillor Lester
The Mayor, Councillor Upcraft

The Town Clerk, Mrs Paula Lopez
Mr Bryan Gilbey, The Park's Foreman
Mrs Barbara Atkins, Senior Officer and Minute Taker

476. APOLOGIES

Apologies were received from Councillor Hughes.

477. ADMISSION OF THE PUBLIC

There were no admissions of the public.

478. 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).

There were no declarations of interest.

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

Claire Elkin reported that she was organising the children's races (aged 6-7 years) for the Cycling Festival in July. Ms Elkins stated that they would like to use the perimeter path

of the Bull Croft and that the races would be fully marshalled. She added that she hoped that it would help to make more people aware of the Bull Croft Park and help with its regeneration.

Councillor Lester asked what the date was for the children's races and how many children would be involved – Sunday 15th July 2019 and 300 children and added that it would be covered under the Cycling Festival Insurance and event 'umbrella'. Councillor Lester stated that she would like to have a copy of the route.

It was Proposed by The Mayor, Seconded by Councillor Baroni and RESOLVED: THAT agenda item 8 be moved up the agenda to be discussed after the Minutes.

480. PLANNING MINUTES

To sign as a correct record the Minutes of the Parks, Gardens, Allotments and Open Spaces Meeting held on the 10th September 2018, as set out on pages 99-105.

It was Proposed by the Mayor, Seconded by Councillor Kidley and RESOLVED: THAT the Minutes of the of the Parks, Gardens, Allotments and Open Spaces Meeting held on the 10th September 2018, as set out on pages 99-105 of the Minute Book, copies circulated to Councillors, be signed as a correct record.

481. WALLINGFORD FESTIVAL OF CYCLING

Members discussed and considered the proposal from the Festival of Cycling to use the Bull Croft Park for the children's races as outlined in Minute 479 above. Members had the following concerns: the main organiser had not been aware of the request, the amount of children, how the grass would be affected, health and safety, whether the area would be coned off and they would like to see advance warning signage erected prior to the event.

It was Proposed by The Mayor, Seconded by Councillor Kidley and RECOMMENDED: THAT Members wished to support the Cycling Festival's request to use the Bull Croft Park for the children's races. Condition: full written report, route and risk assessment to be submitted to the Town Council by the 24th February prior to the Full Council meeting on 11th March 2019.

482. ALLOTMENTS

a) Water - An update from the Allotment Officer. **Deferred.**

b) Plots 29 to 40 - The Town Clerk/Parks Foreman reported that the plots can be extended.

It was Proposed by The Mayor, Seconded by Councillor Baroni and RESOLVED: THAT allotments 29 -40 can be extended (reinstated to original size) but that a footpath must be maintained.

c) Allotment Officer's Report. Deferred

483. PARKS STAFF

a) Castle Garden Pond - Minutes 167/07/2016 & 29/9/2016 refers – The Park’s Foreman had distributed a copy of his proposal and drawings in advance of the meeting and he outlined these to Members stating that the new pond would remedy the water leaks, that the components of the existing fountains could be reused and that it would be possible to add features to the fountains. The Town Clerk gave an overview of what funds available in the budget. It was noted that there was some repair work to a wall in the Castle Gardens still to be carried out. Members discussed and Councillor Baroni stated that the bench by the pond might be a suitable project for the Arts Working Party.

It was Proposed by Councillor Lester, Seconded by Councillor Baroni and RESOLVED: THAT Members supported the new proposals for the pond and that work could commence using the funds that are left in the repairs and maintenance budget for the Castle Gardens. The bench to be progressed by the Arts Working Party.

b) Update from the Parks Foreman – Mr Gilbey stated that all Health and Safety requirements were progressing well, that a member of his team was picking up the extra shifts caused by a staff member who was on long term sick leave and that during the current months the staff were concentrating on required work in the Castle Gardens. Mr Gilbey reported that last year there had been no vandalism in the Castle Gardens.

There had been no damage caused to the Kinecroft following fireworks last year and this had been as a direct result of the Foreman’s discussion with the organiser of the event.

Councillor Lester asked if the pre-school were still using the Castle Gardens for forest school? Mr Gilbey confirmed that they were but this use had caused damage to the wild area and as a consequence this would be returned to grass for a couple of seasons.

Members asked that their thanks to the parks staff be recorded in the Minutes.

484. BULL CROFT PARK’S PLAY EQUIPMENT

Councillor Baroni reported to Members that the original consultation with the public regarding the Bull Croft Park’s play equipment took place almost a year ago at the St George’s Day Celebrations. Since that date a revised plan for the area has been received and the town green deregistration is complete. LAPD are working on the concept designs for the replacement buildings. The Bull Croft Working Group would like to ask 3 companies to give quotations based on the play equipment plans and therefore would ask town council to start the tendering process (required for projects over £25,000). The Town Clerk asked if the working party had consulted Historic England on the proposed revised plans for the play equipment and if not she would strongly advise that they did before recommending that the tendering process is started. Full Council need to be fully informed of all the proposed plans. The Mayor stated that eibe and LAPD were talking to each other. Mr Gilbey asked about the

play surfaces, replacement parts and maintenance issues had been considered, Councillor Baroni indicated that this was in hand. It was suggested that the Crowmarsh Parish Council's advice/recommendations be sought. Members concluded that LAPD would be asked when the plans for the Pavilion and Recreation Rooms would be ready and once these were received Historic England's comments on all the plans would be sought.

485. TO RECEIVE AN UPDATE REGARDING A RECENT MEETING WITH CROWMARSH FOOTBALL REPRESENTATIVES

The Mayor reported that he and the Town Clerk had met with representatives of Crowmarsh Football Club and had discussed how the club had grown in recent years and it now catered for 350 youngsters. Topics covered were St George's Road playing field (not within the Town Council's remit), help to source funding for an all-weather turf pitch at the Hithercroft (any Section 106 monies available money has been allocated), the possibility of a Crowmarsh Football representative joining the Bull Croft Working Party, if the allocation of green spaces in the local plan has changed and if the football club could be kept informed of any changes and progress that might affect the club.

Members briefly discussed other possible sites for football pitches such as Wilding Road and Radnor Road green spaces.

486. KINECROFT

a) Kinecroft Terms of Conditions/Agreements – Following a noise complaint in relation to music on a Sunday during the Cycling Festival. Members considered the current terms and the suggested amendments attached. All open spaces agreements to be of the same format. Members were in agreement with the alteration but **it was Proposed by The Mayor, Seconded by Councillor Lester and RECOMMENDED: THAT Number 5 should also refer to any other disturbances between the agreed times.**

b) Kinecroft Trackway – Minute 253/09/2018 refers – Recommendation to purchase trackway for Kinecroft has been deferred to next financial year. Estimates based on quantity to be obtained nearer the time. Mr Gilbey stated that cost of trackway was expensive and that he had been considering obtaining estimates for second hand trackway. Possible purchase deferred to next financial year.

c) Perry Hatwell's Fairs – Members considered a request from Hatwell's Funfairs to open for an extra day. **It was Proposed by The Mayor, Seconded by Councillor Baroni and RESOLVED: THAT Perry Hatwell's Fairs may open an extra day (Sunday 12noon to 7pm) and may involve additional costs however this will be reviewed following a further charges review**

d) Michaelmas Fair – The Town Clerk appraised Members of two complaints against The Michaelmas Fair which had occurred in September 2018. The District Council and The Showman's Guild had been involved and both had taken the allegations very seriously. The

Town Clerk was instructed to write to the Michaelmas Fair stating that the Town Council would be keeping a watchful eye on the fair next year, that the local police would be asked to visit and that they hoped relations would be better in 2019.

To note forthcoming events on the Kinecroft – None until May

487. OPEN SPACES

a) Charges – Minute 256/09/2018 refers – Members noted that the majority of the charges for open spaces have been finalised – see attached charges list - those highlighted in yellow have been adopted. Charges relating to small fairs and circuses highlighted in blue to be finalised. The Michaelmas Fair requested that their rent be reduced but this was declined – Minute 163 (b)/7/2018 to be reviewed. Members had a lengthy discussion and concluded, following a failed to be carried recommendation, with: **It was Proposed by Councillor Lester, Seconded by the Mayor and RESOLVED: THAT the smaller fairs and circuses charge should be increased to £1,089.00 (hirer to provide their own skip)**

2015 – Here Councillor Baroni left the meeting

b) (i) Deposits relating to Open Spaces Agreements to be reviewed – See attached – Proposal – Should all agreements be standardised so that all organisations are requested to pay the same deposit. Members discussed and concluded with **it was Proposed by Councillor Lester, Seconded by Councillor Davidson and RESOLVED: THAT small groups should be charged a deposit of £100 and large groups/commercial should be charged a deposit of £500.**

b) (ii) Charges Revisited: Councillor Davidson requested that the recommendation in Minute 487a above should be revisited. Following a lengthy discussion on a fair and accountable way to establish charges for small fairs/circuses which included consideration of daily rates, possible damage to the Kinecroft and how much area (proportion in percentage) of the Kinecroft is used for the event, Members concluded that the recommendation in 487(a) above is cancelled and it was agreed that charges for smaller fairs and circuses would be revisited following the completion of The Town Clerk's research into how and what other towns and parishes are accounting for and charging the fairs/circuses.

c) Flower Displays – The Chairman reported that a thank you letter from visitor regarding the flower displays had been received. **Future Displays** – The Town Clerk asked if the parks department could work with the office/Councillors regarding colour schemes/planting prior to each season. The Park's Foreman stated that this would have to be a year in advance and it was agreed that Members of this committee should be consulted.

d) Market Place – Councillor Lester brought to Members attention the increase in parking on the Market Place and noted that police assistance with reinforcement was rare as this was not a priority. Councillor Davidson gave an overview of the work that she had been carrying

out with regards reinforcement, police numbers and decriminalization. Members concluded that the Town Clerk should establish that the Market Place is definitely owned by the Town Council and if so which parking company the District Council used and if it was possible for them to enforce fines for illegal parking on the Market Place.

e) Christmas Decorations – Councillor Lester stated that she had been disappointed with the Christmas decorations this year and would like to propose that the Arts Working Party source replacements. The Town Clerk stated that the Arts Grants money could not be used for this purpose and that funding for replacements would have to be included in the budget. Mr Gilbey stated that the tree lights had been damaged and that he believed this was because of the shape/style of the tree and that a different style might be better. Members concluded that Councillor Lester would look into this and that she would also contact the Town Council's present contractor.

To note forthcoming events in Open Spaces – Pancake Race – 5th March 2019, St Georges Day Celebrations- 27th April 2019

488. CASTLE GARDENS

a) Flower Displays – The Town Clerk stated that she would like to have a larger budget for flower displays and photographs of previous displays in the Castle Gardens were shown to Members. Mr Gilbey reported the number of parks staff had been much greater when these photographs had been taken and he also reported to Members how the cost of plants had increased over the years. In recent years the hanging baskets in the town had been introduced during the summer months which replaced the bedding in the Castle Gardens. Mr Gilbey stated that flowering plants could be -introduced near to the pond and that it might be possible to have some smaller flowering beds by the current rose bed.

b) Open Air Cinema – Minute 255(a)/09/2018 refers – Members noted that this recommendation had been deferred.

To note forthcoming events in Castle Gardens –

Band concerts on the 2nd and 23rd June, 14th July and 11th August 2019.

489. USEFUL INFORMATION

Earth Trust September 2018 newsletter attached for information

490. FUTURE AGENDA ITEMS

Deposits/charges for small fairs and circus on the Kinecroft – Full Council

2050 Hours – Meeting Closed.

2019.01.21- Ba

Chairman