



Wallingford Town Council

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2021-10-04 Parks - EP

29<sup>th</sup> September 2021

**To All Members of the Parks, Gardens, Allotments and Open Spaces Committee: the Mayor Councillor Harris (ex-officio), Councillors Holford, Holder, Keats-Rohan, Kidley, Lester, and Sinkinson and Whelan**

Dear Councillors,

You are hereby summoned to attend a meeting of the Parks, Gardens, Allotments and Open Spaces Committee on **Monday 4<sup>th</sup> October 2021 at 7p.m at The Town Hall** for the transaction of business as set out on the agenda below.

Yours sincerely,

Town Clerk/ RFO

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**A G E N D A**

**1. TO ADVISE ATTENDEES OF PROTOCOL FOR THE MEETING**

The Chairman to advise attendees

**2. APOLOGIES**

Apologies to be received

**3. 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)

**4. COMMITTEE MINUTES**

To resolve that the Minutes of the Parks Committee meeting held on the 19<sup>th</sup> July 2021 as set out on pages 41-42 of the Minute Book are a true record of this meeting and can be signed as such (previously circulated to members)

**5. PUBLIC PARTICIPATION–NOTIFIED AND IMPROMPTU (Total 15 Minutes)**

Members of the public who wish to speak at this meeting must email the Senior Officer at [senioradmin@wallingfordtowncouncil.gov.uk](mailto:senioradmin@wallingfordtowncouncil.gov.uk)

- Ms. Lynda Atkins: to speak to Members with regard to Band Concerts and a Memorial Bench in Castle Gardens

**6. CHANGE FROM 'PARKS, GARDENS, ALLOTMENTS AND OPEN SPACES' COMMITTEE TO 'ESTATES' COMMITTEE**

Finance and Properties Committee Minute 225/21 refers; Members to recommend to Full Council that this Committee incorporates the Properties element of Finance and Properties to become the 'Estates' Committee

**7. ALLOTMENTS**

- (i) The Allotment Officer to give an update
- (ii) To review the allotment agreement to be sent to all tenants
- (iii) Discuss ways to improve the road track long term
- (iv) Members to note there have been no updates from Site B/Solicitor with regard to possible new allotments
- (v) Members to note the winner of the Allotment Trophy 2021

**8. KINECROFT**

- (i) To receive a report from the Senior Officer on the 2021 Michaelmas Fair
- (ii) To note forthcoming events: Bonfire and Fireworks, Saturday 6<sup>th</sup> November

**9. BULL CROFT**

- (i) To receive and note the RoSPA safety inspection report and the Health and Safety Officer's summary; documents previously circulated
- (ii) To consider and resolve the implementation of floor tiles in the junior play park; quotes previously circulated
- (iii) Councillors to note the works to the footpath at St Georges Road entrance have been completed
- (iv) Bull Croft Rec Rooms concrete update; Councillor Holder to report
- (v) To note: no forthcoming events

**10. CASTLE GARDENS**

- (i) To discuss band concerts
- (ii) To discuss a memorial bench
- (iii) Members to note: the Parks team will be notified to, under supervision, cut back ivy on the St. Nicholas' Ruins and neighbouring party walls. Town Clerk/RFO and Councillor Keats-Rohan to give an update
- (iv) To note: no forthcoming events

**11. OPEN SPACES**

- (i) Telephone boxes: To consider the costs involved in replacing all the Perspex panes in two telephone boxes. Councillor Holder to update members
- (ii) Councillor Lester to discuss adopting the telephone boxes at Wallingford Bridge and at the taxi rank

- (iii) Wilding and Radnor Road green spaces/ community gardens /low mow: Councillor Holder to give an update
- (iv) Platinum Jubilee Celebrations/Queens Green Canopy: Councillor Keats- Rohan to give an update
- (v) Tree Surveys: Councillors to note the medium risk works were completed as instructed and now the low risk works should be actioned
- (vi) To note forthcoming events: Remembrance Sunday, 14<sup>th</sup> November

**12. MOORINGS**

Full Council Minute 82/21 refers; to note that the license for works at the area of subsidence was granted in June 2021 but the works have yet to be completed by the contractor or the Riverside Working Group. Councillor Whelan to give an update

**13. TERMS OF REFERENCE**

To review and resolve to agree the Terms of Reference for the Parks Committee

**14. TRIANGLE SPACE ADJACENT TO KINECROFT**

To note that this Council is trying to establish ownership of this piece of land; Members have an opportunity to discuss

**15. MAPS OF SPACES**

Councillor Holder to present to Members the maps he has obtained of the Parks, Gardens and Open Spaces that this Committee has responsibility for

**16. FUTURE AGENDA ITEMS**

Members to consider any future agenda items

**17. EXCLUSION OF PRESS AND PUBLIC**

To resolve that due to the confidential items about to be transacted that Members of the public and press are asked to withdraw from the meeting

**18. ALLOTMENTS (CONFIDENTIAL)**

The Allotment Officer to give an update

Distribution: Town Council Website, Noticeboard

**Any member of the public wishing to attend the meeting should contact the Senior Administrator by email:**  
[senioradmin@wallingfordtowncouncil.gov.uk](mailto:senioradmin@wallingfordtowncouncil.gov.uk)