



Wallingford Town Council

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2022-01-24 Parks - EP

19th January 2022

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, Sinkinson and Whelan

Dear Councillors,

You are hereby summoned to attend a meeting of the Parks, Gardens, Allotments and Open Spaces Committee on **Monday 24th January 2022 at 7p.m at The Town Hall** for the transaction of business as set out on the agenda below.

Yours sincerely,

Town Clerk/ RFO

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. MINUTES

To resolve that the Minutes of the Parks Committee meeting held on the 4th October 2021 as set out on pages 89-96 of the Minute Book are a true record of this meeting and can be signed as such (previously circulated to members)

RESOLUTION REQUIRED

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

6. **ALLOTMENTS**

The Estates Officer and Councillor Holder to update Members on the Highcroft development and the footpath running adjacent to the allotment site

RECOMMENDATION REQUIRED

7. **KINECROFT**

To discuss charging for the use of the Kinecroft for events

RECOMMENDATION REQUIRED

8. **BULL CROFT**

(i) The Estates Officer to give an update on the recreation room site and recent meetings with Historic England

9. **CASTLE GARDENS**

The Estates Officer to update on the following:

(i) Additional Reinstatement Insurance requirement for Castle Gardens, boundary and retaining walls, steps and bridges

(ii) Castle Ruins Project – vegetation removal and safety fencing

(iii) Memorial benches, including the request by Lynda Atkins

(iv) Music in Castle Gardens

10. **OPEN SPACES**

(i) The Estates Officer to update on Market Place Electrics

(ii) Members to note additional tree works:

- Removal of tree falling towards Footbridge by Castle Mound
- Pollarding Sycamore at South End of Kinecroft
- Pollarding Lime Trees by Council Offices
- Christmas Tree Removal

(iii) The Estates Officer to update Members on the bins outside Bean and Brew

(iv) Members to discuss the locations and bulb types for spring flowers to be planted in late 2022 in reflection of the COVID-19 pandemic

RESOLUTION REQUIRED

11. **CLIMATE CHANGE ACTIONS**

(i) Councillor Holder to update Members on low mow areas; Members to discuss potential new low-mow locations

(ii) The Estates Officer to update Members on a composting trial and location: in or near Castle Gardens

(iii) Members to discuss possibility of and potential locations for sowing wildflower seeds

12. **MOORINGS**

- (i) Members to note the moorings riverside work completed by Greenford
- (ii) Members to discuss matters regarding Winter Moorings

13. ESTATES AND PARKS TEAM

- (i) Councillor Holder to give an overview of achievements from the Estates Officer and Parks Team
- (ii) Councillor Holder to report on the biannual walk-around that has been carried out alongside the Estates Officer and Parks Team
- (iii) The Estates Officer to give a tractor service update
- (iv) Members to discuss the possibility of purchasing an electric utility vehicle to replace one of the tractors, using S106 and grant funding

RECOMMENDATION REQUIRED

14. RIVERSIDE WORKING GROUP

Councillor Whelan to give an update

15. ELECTING NON-COUNCILLOR MEMBERS

Members to approve Councillor Holder inviting two non-Councillors to join the Parks, Gardens, Allotments and Open Spaces Committee

RESOLUTION REQUIRED

16. JUBILEE PLANS

- (i) To receive an update from Councillors Holder and Lester, and the Parks Foreman
- (ii) To agree the location and type of tree to be planted by the Mayor at the end of March

RECOMMENDATION REQUIRED

17. QUEENS GREEN CANOPY

Councillor Keats- Rohan to give an update

18. FUTURE AGENDA ITEMS

Members to consider any future agenda items:

- Market Place use – The Mayor, Councillor Marcus Harris
- Community Gardens/Low mow – Councillor Holder
- Queens Green Canopy (rolling item) – Councillor Keats-Rohan
- Gate in Castle Lane – Councillor Keats-Rohan, Monument update - ongoing
- Lidl Bench and Notice Board Update – Councillor Lester
- Spring bulbs to be planted in reflection of the COVID-19 pandemic
- Allotment updates
- Castle gardens updates
- Update on flooding by the Coach and Horses
- Climate change update
- Update on water fountain following 13th July 2020
- Moorings signs
- Tree Management Plan and independent tree survey

19. EXCLUSION OF PRESS AND PUBLIC

To resolve that due to the confidential nature of the items about to be transacted, members of the press and public are asked to leave the meeting

RESOLUTION REQUIRED

20. CASTLE GROUNDS (CONFIDENTIAL)

The Estates Officer to update Members on an unauthorised encampment

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