



Wallingford Town Council

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To the Members of the Parks, Gardens, Allotments & Open Spaces Committee

Councillor Sue Hendrie
Councillor Steve Holder (Chairman)
Councillor Katharine Keats-Rohan
Councillor Mike Kidley
Councillor Rosslyn Lester (Vice-Chairman)
Councillor Christian Sinkinson
Councillor Deborah Whelan

The Mayor, Councillor Marcus Harris (ex-officio)

Officers:

Scott Wells, Parks and Estates Manager
Tracey Collins, Senior Local Government Officer

16 November 2022

Dear Councillors

You are hereby summoned to attend a meeting of the **Parks, Gardens, Allotments & Open Spaces Committee** on **Monday, 21 November 2022** at **7.00 pm** in **Wallingford Town Hall** for the transaction of business as set out on the attached agenda.

Apologies for the meeting should be sent to meetings@wallingfordtowncouncil.gov.uk

Yours sincerely

Michelle Taylor
Town Clerk & Responsible Finance Officer

MEETING OF THE PARKS, GARDENS, ALLOTMENTS & OPEN SPACES COMMITTEE
MONDAY 21 NOVEMBER 2022, 7.00 PM
WALLINGFORD TOWN HALL

AGENDA

1 MEETING PROTOCOL

The Chairman to advise those present of the protocol to be followed for this meeting

2 APOLOGIES

To receive apologies for absence

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 approve the minutes of the meeting of the Parks, Gardens, Allotments & Open Spaces Committee held on 25 July 2022 and authorise the Chairman to sign them

- DOCUMENT ATTACHED
- RESOLUTION REQUIRED

5 ACTIONS FROM PREVIOUS MEETING

The Chairman to run through the list of items to check for completion or receive an update

- DOCUMENT TO FOLLOW

6 PUBLIC PARTICIPATION

To hear from members of the public on any matter on the agenda

We welcome members of the public at our meetings. A total of 15 minutes has been set aside for this. The maximum length for an individual contribution is 10 minutes.

Members of the public who wish to speak at this meeting should email the Meetings Officer at meetings@wallingfordtowncouncil.gov.uk

7 TERMS OF REFERENCE

At the request of the Full Council, to review the Committee's terms of reference to determine whether they are satisfactory

- DOCUMENT ATTACHED

8 APPOINTMENTS

To note the appointment of Mr Scott Wells as Parks and Estates Manager and Mr Paul Douglas and Ms Zoe Wai as Parks and Estates Wardens

9 GENERAL UPDATE

To receive a report by the Parks Foreman

- DOCUMENT ATTACHED

10 CLIMATE ACTION

To consider and receive updates on the following:

- (a) Low mow areas
- (b) Queen's Green Canopy and tree scape
- (c) Field study by Wild About Wallingford

11 KINECROFT

To consider and receive updates on the following:

- (a) Horse chestnut tree, Coach & Horses

See also agenda item 22

12 BULL CROFT

To consider and receive updates on the following:

- (a) Rec room site
- (b) Ha-Ha wall
- (c) Planning applications
- (d) Funding
- (e) Working group

13 CASTLE GARDENS

To consider and receive updates on the following:

- (a) Castle ruins
- (b) Placement of Queen's Diamond Jubilee tree
- (c) Open and closing times

14 ALLOTMENTS

To consider and receive updates on the following:

- (a) Allotment holders' meeting
- (b) Boundary fence

15 RIVERSIDE

To consider and receive updates on matters relating the riverside

16 REST GARDEN

To consider and receive an update

- DOCUMENT ATTACHED

17 NEW ROAD SENSORY GARDEN

To consider and receive an update

- DOCUMENT ATTACHED

18 BRITAIN IN BLOOM

To consider action that needs to be taken, including autumn/winter hanging basket update

19 EVENTS

To consider and receive updates on the following

- (a) Forthcoming events
- (b) Hatwells Fair – who have requested a longer period
- (c) Parking

20 FUTURE AGENDA ITEMS

To identify items for future meetings

21 EXCLUSION OF PRESS AND PUBLIC

To resolve that the press and public be excluded from the meeting due to the confidential nature of the business to be transacted

22 KINECROFT

November 5th firework displays

To review these events from an Estates perspective

The next scheduled meeting of the Parks, Gardens, Allotments & Open Spaces Committee will be held on Monday, 6 February 2022

Distribution: Town Council noticeboards and website

Non-confidential supporting documents may be made available upon request.

We welcome members of the public at our meetings. Any member of the public wishing to speak at the meeting should contact the Meetings Officer in advance by emailing meetings@wallingfordtowncouncil.gov.uk