



Wallingford Town Council

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31 May 2023

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

Councillor Mike Acreman
Councillor Susan Hendrie
Councillor Stephen Holder
Councillor Katharine Keats-Rohan
Councillor Ros Lester
Councillor Diana Margarido

The Mayor, Councillor Dan Beauchamp (ex-officio)

Dear Councillors

You are hereby summoned to attend the **Parks, Gardens, Allotments and Open Spaces Committee** on **Monday, 5 June 2023** at **7.00 pm** in the **Town Hall** for the transaction of business as set out on the attached agenda.

Apologies for the meeting should be sent to Luke Whitcomb, Meetings Officer, at meetings@wallingfordtowncouncil.gov.uk

Yours sincerely

Michelle Taylor
Town Clerk & Responsible Finance Officer

**MEETING OF THE PARKS, GARDENS, ALLOTMENTS AND OPEN SPACES COMMITTEE
MONDAY, 5 JUNE 2023, 7.00 PM
WALLINGFORD TOWN HALL**

AGENDA

1 ELECTION OF CHAIRMAN

To elect a Committee Chairman for the 2023-2024 Municipal Year

2 ELECTION OF VICE-CHAIRMAN

To elect a Vice-Chairman for the 2023-2024 Municipal Year

3 MEETING PROTOCOL

The Chairman to explain the protocols to be followed for the meeting

4 APOLOGIES

To receive apologies for the meeting

5 DECLARATIONS OF INTEREST

To receive and record declarations of interest

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 their 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.

6 MINUTES

To approve the minutes of the meeting held on 6 February 2023 and authorise the Chairman to sign them

- DOCUMENT ATTACHED
- RESOLUTION REQUIRED

7 ACTIONS FROM PREVIOUS MEETINGS

To review progress on 'open' actions agreed at previous meetings

- DOCUMENT ATTACHED

8 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 at the discretion of the Chairman.

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

9 GENERAL OVERVIEW

Councillor Holder and the Head of Parks and Estates to give a brief overview of the Council-owned parks, gardens, allotments and open spaces

PRINCIPAL ITEMS FOR DISCUSSION AND INPUT

10 ALLOTMENTS

To consider the timing, adoption and management of the new allotments.

The allotments as part of the Highcroft Estate development are due to be handed over in July 2023

11 ANTI-SOCIAL BEHAVIOUR

To consider how the Council responds to and mitigates anti-social behaviour in Council outdoor spaces

12 BULL CROFT – PLANNING UPDATE

To receive an update on planning applications (and responses) for the Bull Croft and to consider next steps

ITEMS PRIMARILY FOR INFORMATION

13 SEASONAL REPORT

To receive a seasonal report from the Parks and Estates Manager

- DOCUMENT ATTACHED

14 TEAM UPDATE

To receive an update on the Parks and Estates Team

15 CLIMATE ACTION

To receive updates on the following

- (a) Climate change and ecological pledge
- (b) Queen's Green Canopy and tree scape
- (c) Low mow areas
- (d) Plant species study by Wild About Wallingford
- (e) Wildflower area for Rec Room

16 KINECROFT

To receive updates on the following:

- (a) Coach and Horses Pub, horse chestnut tree
- (b) Draining (Oxfordshire County Council)
- (c) Historic earthworks

17 BULL CROFT

To receive updates on the following:

- (a) Football pitches – funding proposal from Football Association
- (b) Tennis courts
- (c) Lighting strategy, as part of wider consideration of lighting in parks
- (d) Graffiti strategy
- (e) Volunteer and landscape management plan

18 CASTLE GARDENS

To receive updates on the following:

- (a) Castle ruins – opening, plus decision on railings or hedging
- (b) Queen’s Diamond Jubilee tree
- (c) Water feature and flint folly

19 ALLOTMENTS

To receive updates on the following:

- (a) Combination lock gate
- (b) New posts, filling and hedging
- (c) Waiting list
- (d) Footpath and track to/from Highcroft Estate
- (e) Annual meeting with allotment holders (on Ac

20 RIVERSIDE

To receive updates on the following:

- (a) Wallingford Accessible Boat Club
- (b) Tree management

21 BRITAIN IN BLOOM

To receive an update on plans for Wallingford’s submission and preparation

The Full Council have approved the establishment of a dedicated Ad Hoc Working Group (Minute 39/23(b))

22 EVENTS

To note events taking place on Council-owned outdoor spaces over the coming months

- DOCUMENT TO BE TABLED AT THE MEETING

23 FUTURE AGENDA ITEMS

To identify items for future meetings.

The following have been identified already:

- Castle Motte
- Electric vehicles to replace diesel ones
- Policy for new allotments

The quorum for the Full Council is **4**

The next meeting of the Parks, Gardens, Allotments and Open Spaces Committee will be held on **Monday, 4 September 2023**. The summons and agenda papers for that meeting will be issued by email on Wednesday, 30 August 2023. Items for the agenda need to have been received by the Meetings Officer at meetings@wallingfordtowncouncil.org.uk by 23 August 2023.

Distribution: Town Council website and Town Hall noticeboard

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