

Woodley Town Council

Minutes of a meeting of the Strategy & Resources Committee held at the Oakwood Centre on Tuesday 31 January 2012 at 7.30 pm

Present: *Councillors E. Rowland (Chairman); A. Chadwick; P. Challis; R. Duncan; K. Gilder; K. Haines; D. Mills; S. Outen*

Officers present: *D. Mander, Town Clerk; K. Murray, Service Support Manager*

Apologies: *Councillor K. Baker*

62. **DECLARATIONS OF INTEREST**

D. Mander, Town Clerk	Agenda Item 20 Oakwood Centre Catering Service	Prejudicial Interest Daughter is employed part time by JAC Youth Opportunities CIC
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The Town Clerk withdrew from the meeting during the consideration of this item.

Councillor K. Gilder	Agenda Item 5 Charges	Prejudicial Interest Councillor Gilder hires the pool at Bulmershe Leisure Centre on a regular basis to run octopush and snorkelling clubs.
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Councillor Gilder withdrew from the meeting during the consideration of this item.

Councillor K. Haines	Agenda Item 7 Community Services Estimates 2012/13	Personal Interest regarding ARC
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63. **MINUTES OF THE MEETING HELD ON 22 NOVEMBER 2012**

RESOLVED:

- ◆ That the minutes of the Strategy and Resources Committee meeting of 22 November 2011 be approved and signed by the Chairman as a correct record.

64. **FINANCE**

a) **Budgetary Control**

RESOLVED:

- ◆ To note Report No. SR 1/12.

b) **Payments**

RESOLVED:

- ◆ To approve the following payments as set out in Appendix 4b:

	Current account	Imprest account
November 2011	£81,118.47	£53,455.19
December 2011	£84,091.37	£52,487.22

c) **Short term investments**

RESOLVED:

- ◆ To note the following investment of balances since the meeting of 22 November 2011:

Lloyds TSB High Interest Deposit account for a period of 3 months: £300,000 on 12 January at an interest rate of 1.01%.

65. **CHARGES 2012/13**

During the consideration of the 2012/13 charges recommended by the Leisure Services Committee questions were raised on swimming charges remaining at the same level when, apart from public swimming, income from these activities had been increasing. The Town Clerk agreed to respond to the detail of the questions posed outside the meeting and explained that the Leisure Services Manager had made recommendations based on his aim to retain and increase bookings as well as comparative charges elsewhere.

RECOMMENDED:

- ◆ That the 2012/13 Charges for Town Council leisure facilities, as set out in the Proposed Charges Appendix (pages 1-6), be approved.

(votes for: 4 abstentions: 3)

66. **REVISED ESTIMATES 2011/12**

- a) The Town Clerk presented Report No. SR 2/12.

RESOLVED:

- ◆ To note the contents of the report.
- ◆ To approve the 2011/12 Revised Estimates for the Strategy and Resources Committee as set out in the Budget Appendix.

- b) **Leisure Services and Community Services Committee Revised Estimates 2011/12**

RESOLVED:

- ◆ To approve the 2011/12 Revised Estimates of the Leisure Services and Community Services Committees, as set out in the Budget Appendix.

67. **BUDGET ESTIMATES 2012/13**

Members considered the information provided in Report No. SR 3/12 and the recommendations from the Leisure Services and Community Services Committee for the 2012/13 Budget Estimates. In response to a question it was noted that the additional staff costs at the Oakwood Centre included part funding for a new post, yet to be approved. The Town Clerk confirmed that staffing levels at the centre would continue to be monitored in line with booking levels as they had been this year. Councillor Haines referred to losses at the Council's facilities and expressed concern that expenditure was rising more quickly than income. It was noted that the increase in energy costs had played a significant part in the increase in running costs and at Bulmershe Leisure Centre steps had been taken to mitigate this by installing a pool cover. There had also been an additional staff cost to expand the successful Swim School.

In response to a question on the justification for a 37% increase in grant funding to ARC while not funding the Mobile Information Centre the Chairman of the Community Services Committee explained that the committee had agreed to meet the grant levels requested by both ARC and CAB in full because support for individuals with problems was considered to be paramount and limited were funds better targeted to meet this need. The information service provided in the town centre on a Monday by MICE could be accessed at the library, the Town Council offices or via the internet.

At this point Councillor Haines declared a prejudicial interest in this item, as a representative on behalf of Wokingham Borough Council to Readibus, and withdrew from the meeting for the remainder of the consideration of this item.

In response to a question about transparency on the awarding of grants the Town Clerk explained that the full applications were available at the meetings at which this matter was considered and that the Community Services Committee had received a summary of applications at its meeting within the agenda and which was provided to all Members of Council.

RESOLVED:

- ◆ That the 2012/13 Budget Estimates for the Strategy and Resources, Leisure Services and Community Services Committee form the proposed 2012/13 Budget and be presented for approval.

Budget and Precept 2012/13

The Town Clerk presented Report No. SR 4/12.

RESOLVED:

- ◆ To note the contents of the report.

RECOMMENDED:

- ◆ That the 2012/13 Budget, as presented in the Budget Appendix, be approved.
- ◆ To recommend that a precept of £1,132,983 for the 2012/13 financial year, as presented in the Budget Appendix, be approved.

(votes for: 5 abstentions: 3)

68. **OAKWOOD CENTRE**

The Town Clerk presented Report No. SR 5/12. In response to a question about artwork in the centre the Town Clerk confirmed that Councillor Lawley was willing to contact Waingels College again about displaying artwork in the centre.

Members discussed the proposed renewal of the agreement with Thames Valley Police in respect of the police office in the centre and agreed that this arrangement was of real benefit to the community.

RESOLVED:

- ◆ To note Report No. SR 5/12.
- ◆ To seek a new agreement with Thames Valley Police in respect of the police office at the centre and that this be on similar terms to the existing agreement.

RECOMMENDED:

- ◆ That the charges for the Oakwood Centre for 2012/13, as set out in the Proposed Charges Appendix (page 7), be approved.

69. **SECTION 106 DEVELOPERS CONTRIBUTIONS**

The Service Support Manager presented Report No. SR 6/12.

During the discussion on this item it was agreed to include completed forms proposing projects to the Section 106 projects list with the report to the committee.

RESOLVED:

- ◆ To note Report No. SR 6/12.
- ◆ To add the proposed projects of a BMX track and the extension of the Woodford Park Leisure Centre play area provision for younger children to the Section 106 project list.
- ◆ To apply for £28,000 of Section 106 monies from developments at Butts Hill Road and Headley Road to fund new play equipment for younger children at the Woodford Park Leisure Centre play area.

70. **RISK MANAGEMENT**

The Town Clerk presented Report No. SR 7/12. During the discussion on the strategy and process it was agreed that the working party would have the ability to review these within its remit and that this be included within the overall purpose as set out in the terms of reference.

RESOLVED:

- ◆ To approve the Risk Management Strategy, as presented.
- ◆ To establish a Risk Management Working Party and approve the terms of reference (as amended), as attached.
- ◆ To appoint Councillors Baker, Challis and Outen to the working party.

71. **URGENCY COMMITTEE**

The Town Clerk explained the background to the Urgency Committee meeting that had taken place on 16 January 2012 and the reason for this matter having been considered by the committee. This was because of the short deadline for the submission of proxy information and voting instructions on proposals being put to a meeting of Lifemark bondholders, of which the Council was one. The Chairman confirmed that the committee's decision to vote in favour of the proposals would not affect sums already received in respect of the Council's complaint about advice received when the investment was made.

RESOLVED:

- ◆ To note the report and the minutes of the Urgency Committee meeting held on 16 January 2012.

72. **DIAMOND JUBILEE**

The Chairman explained the background to the report and the proposal to present children at primary schools in Woodley with a mug to celebrate the Diamond Jubilee. During the discussion on this proposal the Chairman agreed to contact the primary schools to make sure they are not planning to mark the Diamond Jubilee in a similar way.

RESOLVED:

- ◆ To note Report No. SR 8/12.
- ◆ To approve the purchase of mugs in presentation boxes for all children at primary schools in Woodley subject to this not being duplicated by the schools and subject to Council approval of the 2012/13 Budget Estimates.

73. **WAR MEMORIAL**

The Service Support Manager presented Report No. SR 9/12 and informed Members that he had received a quote from the landscape architect of £1,045 to carry out the initial work on the redesign of the Memorial Ground on the Headley Road side which would include the proposed war memorial.

It was proposed and

RESOLVED:

- ◆ To commission Ellen Bramhill to provide initial designs for the project to site the war memorial and enhance the Memorial Ground area next to Headley Road.
- ◆ To allocate £1,200 from the Projects Reserve to fund this work.

74. **GRANTS**

RESOLVED:

- ◆ To note receipt of letters of thanks from Cruse Bereavement Care, Home-Start Wokingham District, Woodley & Earley Art Group, Berkshire County Blind Society and the Woodley Pilot Light Trust.

75. **WOKINGHAM DISTRICT ASSOCIATION OF LOCAL COUNCILS**

The Chairman reported that she and Councillor Storry had attended the most recent meeting in January where the interim Chief Executive at Wokingham Borough Council had been invited to speak. It had been clear at the meeting that relationships between the Borough and Parish Councils was difficult and this was something the association hoped could be worked on to improve.

RESOLVED:

- ◆ To note receipt of the minutes of the Wokingham District Association of Local Councils meeting on 27 October 2011 and the report of the meeting held in January.

76. **STRICTLY LOCALISM – JOINT LCA AND NALC EVENT**

The Chairman proposed and it was

RESOLVED:

- ◆ That Councillors Challis and Rowland and the Town Clerk attend the event and report back to the committee.

77. **PUBLICITY AND WEBSITE**

RESOLVED:

- ◆ To publicise the following:
War memorial and redesign of the Headley Road area of the Memorial Ground.

78. **RESOLVED:**

- ◆ That in view of the confidential nature of the business about to be transacted in relation to legal, business and commercial matters, it is advisable in the public interest that the public and press are temporarily excluded and they are asked to withdraw for the following two agenda items.

79. **OAKWOOD CENTRE FLOORING**

The Service Support Manager presented Report No. SR 10/12. Members discussed the report and it was confirmed that Councillors Challis, Haines and Rowland would be provided with the relevant information before further action was taken on this matter.

RESOLVED:

- ◆ To note Report No. SR 10/12.

80. **OAKWOOD CENTRE CATERING SERVICE**

Members considered Report No. SR 11/12 and discussed the matters reported. It was noted that the Just Around the Corner Youth Opportunities Community Interest Company (JACYOCIC) had decided to withdraw from providing catering services at the Oakwood Centre from the end of April 2012 to concentrate efforts and resources on other projects.

RESOLVED:

- ◆ That the Council proceed with a tendering process to seek a catering provider for the Oakwood Centre.
- ◆ To establish a Catering Working Party on the terms of reference (as attached).
- ◆ To appoint Councillors Chadwick, Challis and Rowland to the Catering Working Party.
- ◆ To appoint ACL Consulting Services to provide support and advise the Council through the tendering process and that £4,950 for this work be funded from the Oakwood Centre Repairs and Renewals fund.

The meeting closed at 10.02 pm
