

To: **Members of the Leisure Services Committee**

Councillors: D. Bragg (Chairman); N. Al-Sanjari; K. Gilder; A. Heap; R. Horskins;  
C. Jewell; V. Lewis; B. Soane; D. Smith; A. Swaddle.

**NOTICE IS HEREBY GIVEN that a meeting of the Leisure Services Committee is to be held at the Oakwood Centre at 8:00pm on Tuesday 11 April 2023, at which your attendance is requested.**

**The Town Council reserves the right to record and broadcast this meeting. Anybody attending the meeting will, by virtue, consent to having their image and audio recorded for this purpose.**



Kevin Murray  
Deputy Town Clerk

---

## **AGENDA**

1. **APPOINTMENT OF CHAIRMAN**  
In the absence of the Chairman and Deputy Chairman, Members are asked to nominate and appoint a Chairman for this meeting.
2. **APOLOGIES**
3. **DECLARATIONS OF INTEREST**  
To receive any declarations of interest from Members on agenda items.
4. **MINUTES OF THE MEETING HELD ON 17 JANUARY 2023**  
To approve the minutes of the meeting of the Leisure Services Committee held on 17 January 2023 and for the Chairman to sign them as a true and accurate record. *(These minutes were provided in the Full Council agenda of 7 February 2023)*
5. **BUDGETARY CONTROL**  
To note **Report No. LS 7/23.**

6. **WOODFORD PARK LEISURE CENTRE, SPORTS DEVELOPMENT AND ACTIVITIES**  
To receive **Report No. LS 8/23.** Page 5
7. **PARKS AND BUILDINGS**  
To receive **Report No. LS 9/23.** Page 7
8. **YOUTH SERVICES**  
To receive a verbal update from the Deputy Town Clerk on the current position relating to the procurement of a new Youth Services provider.
9. **FUTURE AGENDA ITEMS**  
To propose future agenda items for the Committee's consideration.
10. **PUBLICITY & WEBSITE**  
To consider which items to publicise.

**LEISURE SERVICES COMMITTEE**

**BUDGETARY CONTROL**

**2022/23**

**Report No. LS 7-23**

EXPENDITURE	Revised Budget	Actual Exp	Actual Exp	Actual Exp	
	2022/23	as at 28/02/2022	as at 28/02/2023	as % of Budget	
<b>Woodford Park LC &amp; 3G pitch</b>	394,836	295,578	328,736	83%	Uniforms/stationery/certification over 92%
<b>Grounds Maintenance</b>	45,762	27,457	45,991	101%	Energy/PPE/Repairs/Equipment over 92%
<b>Football</b>	21,352	16,599	19,593	92%	
<b>Cricket</b>	13,473	10,694	12,407	92%	
<b>Bowling Green</b>	16,941	13,184	15,583	92%	
<b>Woodford Park</b>	46,691	31,838	44,947	96%	Repairs/supplies over 92%
<b>Garden of Remembrance</b>	7,634	6,166	6,974	91%	
<b>Play areas and open spaces</b>	13,653	10,472	12,565	92%	
<b>Coronation Hall</b>	28,726	23,733	24,338	85%	Water/certification//repairs over 92% Energy under 92%
<b>Chapel Hall</b>	24,154	17,831	17,055	71%	Water/certification//repairs over 92% Energy under 92%
<b>Allotments</b>	21,349	9,879	13,142	62%	water/repairs over 92% Lease not yet invoiced
<b>Amenities</b>	5,744	4,157	5,845	102%	Energy/repairs over 92%
<b>Events</b>	16,166	2,137	11,048	68%	
<b>Public toilet</b>	5,343	2,421	4,886	91%	
<b>Youth Services</b>	0	0	0	0%	
<b>TOTAL</b>	<b>661,824</b>	<b>472,146</b>	<b>563,110</b>	<b>85%</b>	

<b>Month</b>
<b>11</b>
<b>92%</b>

<b>INCOME</b>	<b>Revised Budget 2022/23</b>	<b>Actual Inc as at 28/02/2022</b>	<b>Actual Inc as at 28/02/2023</b>	<b>Actual Inc as % of Budget</b>	
<b>Woodford Park LC &amp; 3G pitch</b>	368,804	342,775	371,907	101%	Rent/sports hall/courses/hard surface/3G all over 100%
<b>Grounds Maintenance</b>	430	501	358	83%	
<b>Football</b>	9,790	10,866	8,423	86%	Pitch income at 86%
<b>Cricket</b>	5,871	4,505	5,871	100%	Pitch income at 100%
<b>Bowling Green</b>	7,932	7,534	7,407	93%	
<b>Woodford Park</b>	6,609	3,587	7,557	114%	Income from memorial benches/trees over 100%
<b>Garden of Remembrance</b>	1,300	1,225	2,390	184%	Incription income over 100%
<b>Play areas and open spaces</b>	0	0	0	0%	
<b>Coronation Hall</b>	35,000	19,465	35,519	101%	
<b>Chapel Hall</b>	30,000	31,707	29,987	100%	
<b>Allotments</b>	14,280	12,594	14,502	102%	
<b>Amenities</b>	0	0	0	0%	
<b>Events</b>	0	0	479	0%	
<b>Public toilet</b>	500	580	297	59%	
<b>Youth Services</b>	0	0	0	0%	
<b>TOTAL</b>	<b>480,516</b>	<b>435,339</b>	<b>484,697</b>	<b>101%</b>	
<b>NET</b>	<b>181,308</b>	<b>36,807</b>	<b>78,413</b>	<b>43%</b>	
<div style="border: 1px solid black; padding: 5px; display: inline-block;"> <b>Month 11 92%</b> </div>					

## **PARKS AND BUILDINGS**

### **REPORT OF THE DEPUTY TOWN CLERK**

---

#### **Purpose of Report**

To inform Members of matters concerning the Town Council's buildings and maintenance of the facilities.

#### **Woodford Park Leisure Centre**

##### VAT on sports facilities

Following a recent court ruling, HMRC has conceded that charges for local authority sports facilities falls outside the scope for VAT. This affects most bookings at the leisure centre and associated facilities. Officers have looked in detail at the implications for individual hirers, which differ depending on the status of the hirer, the activity being undertaken and the way in which bookings are made. There is very little published guidance at present and there remain questions regarding certain booking types. Officers are obtaining specific advice on this through HALC (Hampshire Association of Local Councils). The principle being followed is to minimise the impact on hirers in this financial year e.g. by offering a block booking discount to replace the block booking VAT exemption that regular hirers have been benefitting from, to avoid an instant, significant increase in charges. Other charges will remain as per the charges agreed by the Council, with hirers being advised that the VAT element is no longer part of the charge. This change can then be considered fully when the Council considers the charges for 2024/25.

The Council may be able to claim back VAT paid to HMRC in relation to sports provision, going back four years. On that basis an initial claim has been submitted for the quarter ending March 2019. The amount that may be reclaimable for the 4-year period has not yet been calculated and submissions will be made for each quarter. Members will be updated as this progresses.

##### Paddling Pool

The new pump and filter have been installed. It is planned to open the pool for the early May bank holiday, as in previous years. This was funded from the Capital Programme.

#### **Woodford Park**

##### Bowls Green

Installation of the new irrigation system is complete, including renovation of the maintenance shed on site.

##### Wild flowers

Wild flower areas have been prepared and re-seeded

##### Play area repairs

The access gates and the multiplay jeep in the new play area have been repaired by the supplier after faults were identified. All items remain safe and in use.

##### Equipment

The following new items of equipment have been delivered and are in use – funded from the Capital Programme;

- Tractor mounted Spiker
- Tractor mounted Cutter deck/topper
- Mower for bowling Green

## **Funfair**

Beaches funfair visited the Memorial Ground – operating over two weekends in March.

## **Signage**

New signage has been installed across the Council's facilities.

## **Town Centre garden**

The water supply to the garden has been further delayed by Thames Water. Thames Water has moved to a new contractor resulting in scheduled works being cancelled, pending rescheduling by the new contractor from April. Officers are continuing to chase this but we do not have a date confirmed for the work at this time.

## **Allotments**

Maintenance work to a number of water troughs has been carried out. Further works will be carried out through the Spring/Summer to install concrete bases for each water trough. Small leaks and overflows on numerous troughs were found to be the cause of increased water consumption, previously thought to be a potential underground leak. The maintenance works will address this and will be monitored going forwards.

## Allotment Tenants Association AGM

The Allotment Tenants Committee AGM was held at the Oakwood Centre on 27 March. There was a good turnout of tenants and it was a very positive meeting. The Deputy Town Clerk and the Amenities Manager also attended.

## Waiting List

The current waiting list for a plot is 24.

## Pest control

Rats continue to be a problem at the site and officers are looking at options for implementing some level of outsourced pest control at the site.

## Planting

The Council's Amenities Team will be installing a polytunnel on the site for use in growing on plug plants for planting in the Council's parks and open spaces.

## **Recommendations**

- ◆ **That Members note the contents of the report.**

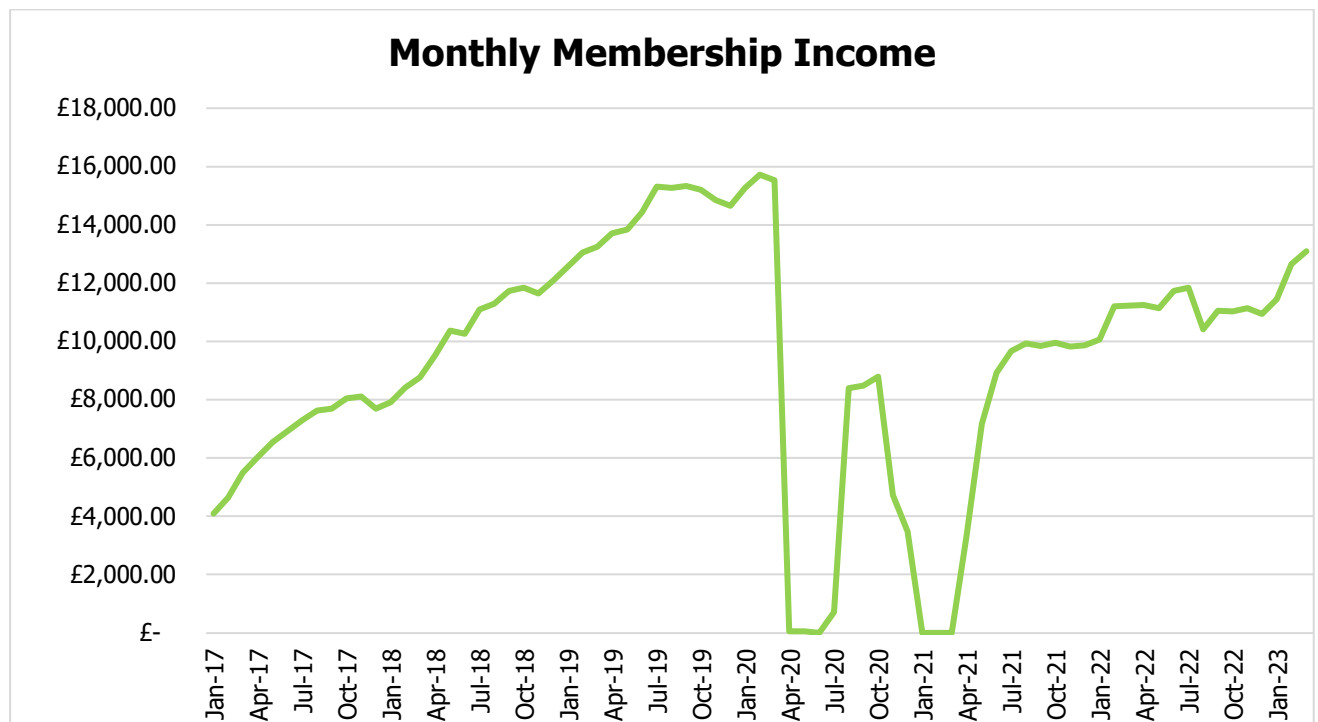
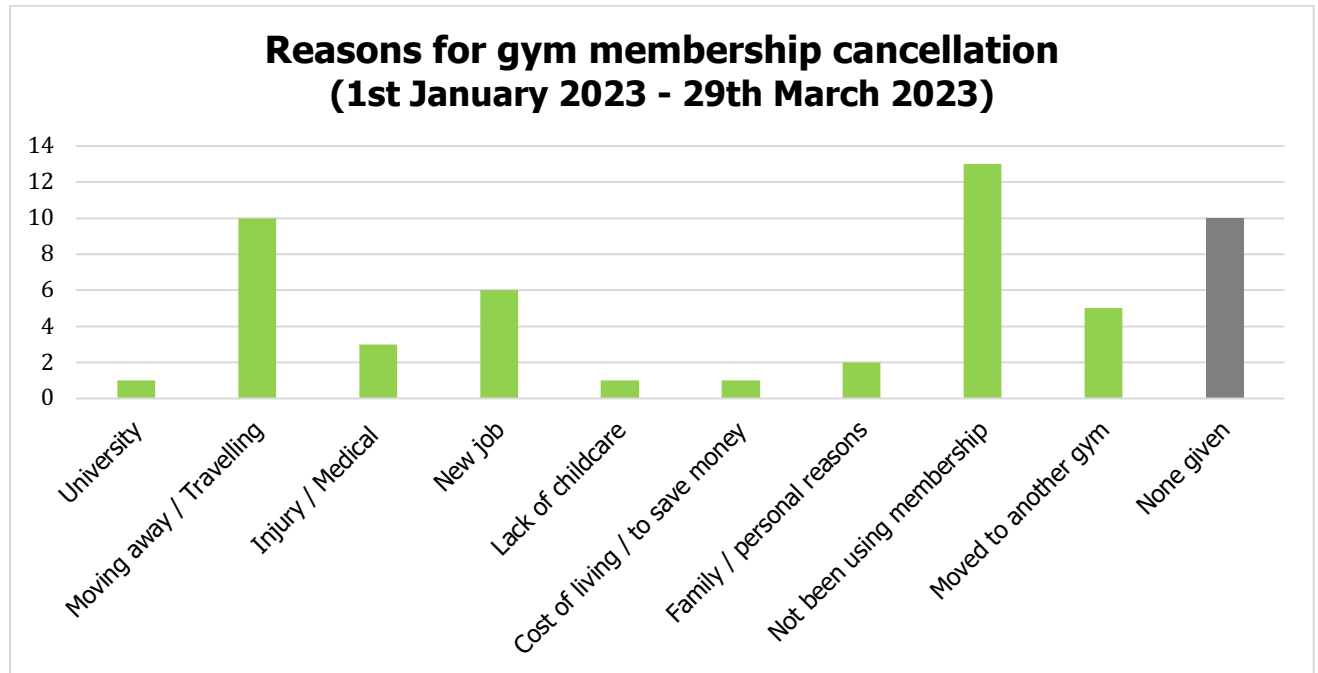
**WOODFORD PARK LEISURE CENTRE, SPORTS DEVELOPMENT AND ACTIVITIES**

**REPORT OF THE LEISURE SERVICES MANAGER**

**PURPOSE OF REPORT**

To inform and update Members on developments at Woodford Park Leisure Centre.

**The Gym on the Park**



## **Woodford Park Leisure Centre**

### **Family Racket Attack**

A total of 193 individual transactions were recorded through February half-term for Family Racket Attack (£1.00 per person, per hour for any family playing sport with an under 18).

### **Feel Good Membership**

A total of 97 new members joined in the month of January and took advantage of our Feel Good Membership promotion (£20.00 per month).

### **Pickleball**

We have been working with a local individual to try and launch a new Pickleball session at Woodford Park Leisure Centre. A successful trial took place on 17<sup>th</sup> March and there is a positive feeling that a regular weekly session will be launched after the Easter break.

Pickleball is a racket or paddle sport played on a court the same size as badminton but with similar rules to tennis. The sport is played with a hard plastic ball that produces significantly less bounce than a tennis ball which means the game is played at a unique pace.

### **Treadmill Repair**

Repairs have been made to a temperamental treadmill in the gym, including the installation of a new belt. The treadmill was out of action for a few days but since repair has had no issues reported or logged.

### **Paddling Pool**

Work has begun on preparing the Paddling Pool for a May half term opening. Both the main pump and filter have been replaced already and additional works to remove the winter debris and fencing from the pool will begin after the Easter holidays.

### **Woodley Schools Sports Week**

Provisional plans are now in place for Woodley Schools Sports Week that will be taking place the week commencing Monday 22<sup>nd</sup> May. Woodford Park Leisure Centre will be hosting the opening ceremony dance festival, the Paralympics festival, the kwik cricket tournament and a multi-skills event.

### **Wildlife Trust Visits**

We hosted the Wildlife Trust again on four dates throughout March. They provided information on wildlife gardening, volunteer opportunities and promoted membership with the trust.

### **Easter Hide 'N' Seek**

The First Days Children's Charity will be organising a family Easter trail throughout Woodford Park across the school holidays. Families will be able to purchase maps from both the Oakwood Centre reception and Woodford Park Leisure Centre reception for a suggested donation of £2.00 and then head off around the park to find different animal markers. Once completed, families can then head back to either reception to receive an Easter treat.

## **RECOMMENDATIONS**

- ◆ **That Members note the contents of the report.**