



Woodley Town Council

The Oakwood Centre
Headley Road
Woodley RG5 4JZ
Tel: 0118-969-0356

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

Councillors: B. Franklin (Chairman); T. Barker; P Challis; A, Chadwick; N. Cox;
A. Downes; S. Outen; S. Rahmouni; M. Willson

NOTICE IS HEREBY GIVEN that a meeting of the Leisure Services Committee is to be held at the Oakwood Centre on Tuesday, 5 November 2013, at 8pm, at which your attendance is requested.

Deborah Mander
Town Clerk _____

A G E N D A

1. **APOLOGIES FOR ABSENCE**
2. **DECLARATIONS OF INTEREST**
To receive any declarations of interest from Members on agenda items.
3. **MINUTES OF THE LEISURE SERVICES MEETING – 27 August 2013**
To approve the minutes of the meeting of the Leisure Services Committee held on 27 August 2013 and for the Chairman to sign them as a true and accurate record. *(These minutes were provided in the Full Council agenda of 24 September 2013).*
4. **BUDGETARY CONTROL**
To note **Report No. LS 21/13.**
5. **LEISURE CENTRES**
To receive **Report No. LS 22/13.**
6. **PARKS AND BUILDINGS**
To receive **Report No. LS 23/13.**

7. **FUTURE AGENDA ITEMS**
To consider any future agenda items for the committee to consider.
8. **PUBLICITY & WEB SITE**
To consider which items to publicise.

LEISURE SERVICES COMMITTEE**BUDGETARY CONTROL 2013/14**

EXPENDITURE	Budget 2013/14	Actual Exp as at 30/9/12	Actual Exp as at 30/9/13	Actual Exp as % of Budget	Information
WOODFORD PARK LC	256247	130487	120072	46.9	Rates, water, vending, certification and equipment hire over 50%. All other costs under.
BULMERSHE LC	466841	219428	234321	50.2	Staff, rates, fuel, counter sales, stationery, phone, skip and grounds maintenance over 50%. All other costs under.
GROUNDS MAINTENANCE	22303	10863	7672	34.4	Diesel costs over 50%.
FOOTBALL	16367	6352	6396	39.1	No expenditure on seed or equipment at this point.
CRICKET	8304	3483	3459	41.7	No expenditure on seed or equipment at this point.
BOWLING GREEN	10358	4992	4730	45.7	No expenditure on seed or equipment at this point, water rates higher than 50%
WOODFORD PARK	25230	12299	12811	50.8	Water, tournament and other supplies costs higher than 50%. Play equipment (inspection and repair costs) over budget.
MEMORIAL GROUND	6648	3140	3173	47.7	Play equipment costs over 50% at this point (inspection costs)
GARDEN OF REMEMBRANCE	4729	2248	2542	53.8	Inscription costs over 50% - demand led.
PLAY AREAS & OPEN SPACES	10436	4983	5294	50.7	Play equipment (inspection and repair costs) over budget.
CORONATION HALL	37010	17383	15205	41.1	Rates, equipment hire and water rates over 50%, other costs under.
CHAPEL HALL	21392	8405	10575	49.4	Rates, cleaning and equipment hire costs over 50%. Repairs cost include fencing repairs and insurance claim.
CAPITAL & PROJECTS	55900	1528	27950	50.0	First half of loans paid in September/October, second in March.
TOTAL	941765	425591	454200	48.2	

INCOME	Budget 2013/14	Actual Inc as at 30/9/12	Actual Inc as at 30/9/13	Actual Inc as % of Budget	Information
WOODFORD PARK LC	174646	97923	97228	55.7	Room hire, sports hall, tennis, counter sales (ice creams etc) income over 50%. Course income at 50%.
BULMERSHE LC	361901	216106	245204	67.8	All income streams apart from vending, pool exclusive hire and public hall hire over 50%.
GROUNDS MAINTENANCE	2430	2123	1934	79.6	Annual charge for maintenance at BLC applied. Income from Earley TC for grass cutting higher than 50%.
FOOTBALL	8600	6779	8003	93.1	New bookings.
CRICKET	3000	2280	2689	89.6	Season now over.
BOWLING GREEN	6505	6353	6764	104.0	Season now over.
WOODFORD PARK	2500	2314	6564	262.6	New fair visits.
MEMORIAL GROUND	200	198	202	101.0	Two bookings.
GARDEN OF REMEMBRANCE	300	100	200	66.7	Demand led.
PLAY AREAS & OPEN SPACES	0	0	0	0.0	
CORONATION HALL	32940	23067	19296	58.6	Payments in advance.
CHAPEL HALL	24400	13312	13925	57.1	Payments in advance.
CAPITAL & PROJECTS	0	0	0		
TOTAL	617422	370555	402009	65.1	
NET	324343	55036	52191		

Month 6 target 50%

WOODFORD PARK AND BULMERSHE LEISURE CENTRES

REPORT OF THE LEISURE SERVICES MANAGER

Purpose of Report

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

General Matters

Healthy Habits Card

Both leisure centres currently offer Woodley residents the opportunity to purchase a Healthy Habits card, which gives discounts on sports activities and courses and priority booking for badminton courts 7 days in advance. The card is currently valid for two years and costs £3 for adults and £1.50 for 18s and under, over 60s and people on benefits. Within very few visits to the Council's two leisure centres, the price of the card is paid back. With this in mind it is proposed that the card be valid for one year only with effect from 6 November 2013. Members are asked to consider this proposal.

Sports Development

Parkrun and Junior Parkrun

Parkrun's first birthday was celebrated last month when 225 runners turned up to mark the anniversary. The free weekly Saturday morning run in Woodford Park has seen 7731 runners take part over the year and its great success is down to a group of volunteers who give up their time to run the event. Woodley also runs a Junior Parkrun on the first Sunday of every month since February 2013, again staffed and run by a group of volunteers. After seeing average numbers of 55 – 60 runners for the first 8 race meetings, attendance reached 100 at October's race meeting.

Healthy Habits

Total number of members: **634** (382 at Woodford Park & 252 at Bulmershe) a total growth of 130 members since the last meeting.

Physical Activity Work Group

The Leisure Services Manager has recently been invited to be part of the Physical Activity Work Group which has been set up by Wokingham Borough Council's Sports Development Team with representation from Public Health, C-Salt, Finchampstead Baptist Centre and Woodley Town Council. The group will be looking at health and wellbeing in the borough. It was due to meet on 16 October, unfortunately the meeting was cancelled. A new date is to be arranged.

Meeting with Wokingham Health Improvement Officer

The Leisure Services Manager recently met with Wokingham's Health Improvement Officer to discuss working together in partnership on projects targeting the elderly, young adults and young families. The three projects discussed were a Kick Boxing class for 18 – 21 year olds at either Woodford Park or Bulmershe which would be funded through Sportivate money. The second project was delivering Healthy Habits classes for the elderly at Alexandra Place. The third project was delivering swimming lessons for 14 – 21 year olds from hard to reach families identified by the Health Improvements Officer through funding from Sportivate. All three of these projects are in the early stages of planning and Members will be updated on progress at the next meeting.

Bulmershe Leisure Centre

Free swimming for over 60s

On 1 October Bulmershe Leisure Centre launched free swimming for over 60s during selected sessions, as part of the borough wide free swimming initiative. In return the Council will receive up to £5,000 of Public Health funding, depending on take up. C-Salt has also signed up for the free swimming at both Loddon Valley and Carnival pools. Only Wokingham residents will be eligible by way of a library card. Wokingham Borough Council will work on the publicity to ensure that all residents over 60 receive information about the free swimming and how to access this.

Swim School

Three weeks into the third term 489 people have booked with Swim School to receive swimming lessons at Bulmershe Leisure Centre between October and December. Swim School is currently at 93% capacity, with income standing at £104K in mid October and with one term to go.

October half term holiday activities

During October half term the centre ran the following intensive activities – Football Camp, Trampoline Camp, Pre-school Camp, one week intensive swimming lessons, Swim for £1 for 16s and under on Monday to Friday between 11am – 3pm and Racquet Attack for a £1 per person. We have again seen a good uptake in all the camps and swimming lessons and Members will receive an update on final numbers at the meeting.

Members should also be aware that the Council received a request from Wokingham Borough Council to run free swimming sessions for 16s and under at Bulmershe pool during the October half term holiday, with no grant funding being provided. The borough council was asked if the balance of the (£5000) funds available for the similar offer in the summer could be used to fund this (we had 2700 swimmers and the grant was £1 per swimmer) but this is not an option.

The request to provide free swimming at half term came about because the contract manager at C-Salt offered to run free swimming during the half term at Loddon Valley and Carnival Pool with no grant funding. They benefited in the summer from secondary spending from adults accompanying under 8s, cafe sales, swimming merchandise and increased uptake at leisure centre courses within the centres. The Council does not have the same opportunity at Bulmershe Leisure Centre and we still need the income to off set the extra costs incurred through extra lifeguard costs. With these factors in mind the Council did not make this provision.

We will face competition in getting local people to swim in our pool but by running our standard swim for a £1 in the holidays I believe that Woodley residents will support their local pool as they won't have the added expense of petrol or bus fares to Loddon.

New Sports Officer

The centre recently appointed a new Sports Officer, to replace the previous postholder who left in September to take up a trainee teaching post at a primary school in Bracknell. The new member of staff is a qualified level 3 fitness instructor, personal trainer, group exercise instructor in Circuits, Kettle Bells, Spinning and Fitness Boot camps as well as holding other coaching qualifications in football and multi skills. He will start in post on 4 November.

Woodford Park Leisure Centre

Sid Hopkins Primary schools Football League Tournament

The Woodley primary schools' Sid Hopkins football tournament recently took place at Woodford Park. At the request of the schools, the format of the tournament was changed from a single day tournament to a weekly league on Tuesday afternoons from 4pm – 5pm played between 26 September and 15 October. The league was aimed at boys in years 4 and 5. A total of six

schools took part in the league: - Woodley C of E, Highwood, Willowbank, Early St Peters, Southlake and Beechwood.

The league winners were Highwood with Woodley C of E the runners up. The league was again run in partnership with the School Games Organiser at Bulmershe School, Berkshire Youth Development League and Woodley Town Council. Our thanks go to Berkshire Youth Development League for organising the matches each week and to Bulmershe School for providing the match day referees. The Town Mayor was in attendance on the final day of the league to present the trophies to the winning team and a medal to all the players who took part in the league. A separate girls' league will run in the new year after February half term.

October half term

Woodford Park Leisure Centre ran the following intensive sports courses during the October half term: Cheerleading, Badminton, Multi-skills and Racquet Attack for £1 per person. We have again seen a good uptake in all of the camps and Members will receive an update on the final numbers at the meeting.

Redevelopment - Woodford Park Leisure Centre

Since the last Leisure Services Committee meeting the Leisure Services Manager, Councillors Franklin and Outen and Paul Backman, Football Development Officer at Berks & Bucks Football Association, met with members of the football forum to highlight changes and get more clarity on areas within the football development plan that needed changing or required further information. It was agreed that the action points from the meeting would be circulated by Paul Backman to members of the football forum with a view to the plan being signed off by the end of October. Likely usage of the proposed 3G pitch looks promising with every night of the week currently required by Woodley teams.

Recommendations

- ◆ **That Members note the contents of the report.**
- ◆ **That Members approve the Woodley Healthy Habits card providing a one year membership with effect from 6 November 2013.**

Apprenticeship Opportunities

Following the success to date of our current Apprenticeship placement at Bulmershe Leisure Centre, the LSM has been contacted by the IOS (Institute of Swimming) about the possibility of continuing to offer a placement at Bulmershe Leisure Centre from April 2014 along with an additional placement at Woodford Park Leisure Centre.

The placement would be paid £90 per week for 30 hours worked, which works out a total of £4680 per year.

Any hours worked in addition to the 30 hours, would be paid at the normal rate for that job title.

By taking on an additional Apprentice at Woodford Park, would enable one of the sports officers to spend more time promoting and delivering the Healthy Habits brand in the community.

It is hoped that the current placement will continue to work for the council at Bulmershe Leisure Centre following the completion of the Apprenticeship programme in March.

Members are therefore asked to consider offering Apprenticeship places at both Leisure Centres.

- ◆ **That members consider continuing to offer Apprenticeship opportunities at Bulmershe Leisure Centre and also consider offering a placement at Woodford Park Leisure Centre as well**

Woodley Town Council

PARKS AND BUILDINGS

REPORT OF THE SERVICE SUPPORT MANAGER

Purpose of Report

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

Vandalism

Date	Details	Costs
	Graffiti – Woodford Park Sports Hall	£550

Woodford Park Leisure Centre

- Two fir trees in the play area have been removed – this was an item on the WPLC Entrance Improvements Working Party project list.
- Two items of outdoor gym equipment are currently out of action due to damage, pending repair or removal.

Woodford Park

Tree Damage

High winds overnight on 27 October resulted in the following damage to trees on Council property:

- 1 Poplar – adjacent to Woodford Park sports pitches –uprooted and felled
- 2 Oak adjacent to Woodford Park lake –split/blocking footpath
- 1 small tree – footpath from Headley Road to Coronation Hall – split/blocking footpath

There was also minor damage to numerous trees in Woodford Park and Malone Park. No Council or neighbouring properties were damaged by trees on Council land.

Malone Park

Play Equipment

£14,000 of Section 106 funding is currently available for new play equipment in Malone Park. Several play equipment companies have been requested to provide costed options for the new equipment and consultation will be carried out with local schools in the new year before the equipment is selected and installed. It is expected that the equipment will be installed by Spring 2014.

Memorial Ground

Civic Space/War Memorial

Initial estimates have been received from the landscape architect. These estimates are high and based on the project location near Headley Road. Revised estimates and alternative locations will be considered by the Woodley War Memorial Project groups and this be reported to the Strategy and Resources Committee for consideration at it's meeting on 26 November.

Community Halls

- The Caretaker at Chapel Hall has left the Council following many years of service. A review of caretaking duties at both halls is currently underway.

- New gas contracts have been agreed for both halls. Competitive prices were sought via an energy broker in the normal way.

Community Orchards

Transition Reading will be carrying out further site visits with the Head Groundsman in November to progress the community orchard scheme in Woodley.

Energy Metering

Smart Meters for electricity supplies are scheduled to be installed at all sites in November. The installation is free and will mean all electricity billing is based on actual consumption.

Capital Programme

The following issues are undergoing further investigation for inclusion in the Council's Capital Programme. The Capital Programme will be an agenda item at the Council meeting on 10 December 2013.

Woodford Park

- Replacement of old pitch fibre sewer pipes with plastic pipe
- Improvements to surface water drainage – car park/driveway/footpath near lake/adjacent to hard surface sports area/
- Repair of pathways near the lake/near the north entrance gate/adjacent to hard surface sports area

Woodford Park Leisure Centre

- Repair/replace sections of guttering and roof panels on Sports Hall
- Replacement of function room windows
- Replacement of old asbestos roofing – Function Room/Committee Rooms/Pub

Recommendations

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