



Woodley Town Council

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

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

Councillors: B. Soane (Chairman); T. Barker; B. Franklin; K. Gilder; M. Green;
R. Lay; S. Rahmouni; D. Stares; M. Willson.

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 8 November 2016, at which your attendance is requested.

Deborah Mander
Town Clerk

AGENDA

1. **APOLOGIES**
2. **DECLARATIONS OF INTEREST**
To receive any declarations of interest from Members on agenda items.
3. **MINUTES OF THE MEETING HELD ON 6 SEPTEMBER 2016**
To approve the minutes of the meeting of the Leisure Services Committee held on 6 September 2016 and for the Chairman to sign them as a true and accurate record. *(These minutes were provided in the Full Council agenda of 27 September 2016).*
4. **JUST AROUND THE CORNER**
To receive a verbal report from Just Around the Corner charity.
5. **BUDGETARY CONTROL**
To note **Report No. LS 20/16.** Page 4
6. **WOODFORD PARK LEISURE CENTRE, SPORTS DEVELOPMENT AND ACTIVITIES**
To receive **Report No. LS 21/16.** Page 6

7. **3G PITCH STEERING GROUP**
To receive **Report No. LS 22/16** of the 3G Pitch Steering Group meeting held on 4 October 2016. Page 9
8. **PARKS AND BUILDINGS**
To receive **Report No. LS 23/16**. Page 11
9. **COMMUNITY YOUTH PARTNERSHIP**
To receive **Report No. LS 24/16** of the Community Youth Partnership meeting held on 5 October 2016. Page 17

10. **ALLOTMENTS UPDATE**
Around 20 tenancies have been terminated due to non-cultivation and the plots allocated to those on the waiting list. There are currently around 15 people on the waiting list and more plots will become available when the invoices go out in January.

Officers continue to meet regularly with representatives of the tenants committee. The committee is looking to improve the way that payments are made for membership of the National Society of Allotment and Leisure Gardeners (NSALG) by offering tenants the opportunity to pay by bank transfer. These amounts have historically been collected in cash by the Council when tenants come in to pay their allotment rent and then passed on to the committee.

11. **BUS SHELTERS**
- a) To note that Wokingham Borough Council intends to install a bus shelter in Lytham Road and to consider adding this to the Town Council's maintenance schedule.
 - b) To note that Wokingham Borough Council is to replace the damaged bus shelter in Headley Road and to consider adding this to the Town Council's maintenance schedule.
 - c) To consider recommending to the Strategy and Resources Committee that Capital Programme funds be allocated to replace the bus shelter in Beechwood Avenue, at a cost of £5,000. The existing shelter is old and in poor condition.

The new bus shelters will be to the same specification that the Town Council has required in the past in order for shelters to be added to its maintenance schedule.

12. **FUTURE AGENDA ITEMS**
To propose future agenda items for the Committee's consideration.
13. **PUBLICITY & WEB SITE**
To consider which items to publicise.

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LEISURE SERVICES COMMITTEE

BUDGETARY CONTROL 2016/17

Report No. LS 20/16

EXPENDITURE	Budget 2016/17	Actual Exp as at 30/9/15	Actual Exp as at 30/9/16	Actual Exp as % of Budget	Information
Woodford Park LC	280667	143821	131840	47.0	Coaching, rates, phone, skip hire and vending costs over 50%. Other costs under. Fuel very low - billing issues.
3G Pitch	18500		1188	6.4	No expenditure at this point.
Grounds Maintenance	23628	11542	9043	38.3	Protective clothing, cleaning, equipment and diesel over 50%. Other costs under.
Football	16951	7904	6624	39.1	No expenditure on grass seed or equipment.
Cricket	8491	4555	3563	42.0	No expenditure on grass seed or equipment.
Bowling Green	10562	5049	4500	42.6	No expenditure on grass seed or equipment.
Woodford Park	27093	13457	11664	43.1	All expenditure under 50%, apart from water at 51%.
Memorial Ground	7522	3604	3470	46.1	No expenditure on grass seed.
Garden of Remembrance	5244	2529	2749	52.4	Inscription costs over 50% (demand led).
Play areas and open spaces	12616	6242	4884	38.7	No expenditure on rent at this point, other costs low.
Coronation Hall	30309	13646	15307	50.5	Rates and certification costs over 50%. Water rates costs very high following cistern problems, now repaired.
Chapel Hall	19464	7480	8388	43.1	Rates, certification and equipment hire over 50%. All other costs under.
Allotments	16805	8788	7899	47.0	Lease costs and repairs over 50%.
Amenities	10438	3430	5432	52.0	Streetlighting repairs costs over 50% at this point.
Events	6692	1157	8473	126.6	Grant paid to Woodley Carnival & costs of the Queen's 90th birthday medals to schoolchildren allocated to this code (agreed from reserves).
Public toilet	7864	0	0	0.0	Toilet not yet installed.
Youth Services	26820	11624	11609	43.3	Quarterly payments to Just Around the Corner Service Level Agreement paid in advance.
Capital and Projects	75700	0	42828	56.6	Most of loans are paid in September and March, loan for 3G pitch payable in June and December.
TOTAL	605366	244828	279461	46.2	
Month 6 - 50%					

INCOME	Budget 2016/17	Actual Inc as at 30/9/15	Actual Inc as at 30/9/16	Actual Inc as % of Budget	Information
Woodford Park LC	215961	136859	127938	59.2	All income lines, apart from hard surface football income, rent and sports equipment hire, are over 50%
3G Pitch	40500	0	14806	36.6	Pitch use over the summer months plus first month of the season.
Grounds Maintenance	1237	680	760	61.4	Income from Earley TC - grass cutting at Bulmershe Park.
Football	10500	4145	5466	52.1	Payments in advance
Cricket	3375	3214	3478	103.1	Season ended September.
Bowling Green	6848	6770	6936	101.3	Additional use of green by external organisation.
Woodford Park	3000	3645	3803	126.8	Two fair visits.
Memorial Ground	111	109	272	245.0	More bookings than anticipated.
Garden of Remembrance	800	300	550	68.8	Demand led.
Play areas and open spaces	0	0	0	0.0	
Coronation Hall	28000	21447	18612	66.5	Payments in advance
Chapel Hall	30090	16611	19590	65.1	Payments in advance
Allotments	10566	183	307	2.9	Income from new tenants - rents payable in January.
Amenities	0	0	0	0.0	
Events	0	0	0	0.0	
Public toilet	728	0	0	0.0	
Youth Services	0	0	0	0.0	
Capital and Projects	0	0	0	0.0	
TOTAL	351716	193963	202518	57.6	
NET	253650	50865	76943	30.3	
Month 6 - 50%					

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.

SPORTS DEVELOPMENTS AND EVENTS

Wokingham Schools Football Tournaments

We again hosted the Wokingham Schools year 5 and 6 girls' football competition on October 6th which saw over 150 children compete on the grass mini pitches at Woodford Park Leisure Centre. The eventual winners of the tournament were Sonning Primary. The Woodley schools that took part were Southlake, Willow Bank, St Dominic's and Beechwood.

We also hosted the year 3 and 4 mixed competition on October 20th with a similar number of children taking part. Woodley schools competing in this competition were Southlake, Willow Bank, St Dominic's and Woodley C of E.

Sixth form students from Waingels School volunteered and refereed all of the fixtures for both competitions.

Woodley 10km – Sunday 7th May 2017

Work has begun in relation to planning the 2017 Woodley 10km run. There are no major updates yet other than that Barnes Fitness will again be managing the event (with the same race route) and are already in discussions with traffic management companies and the police.

WOODFORD PARK LEISURE CENTRE

The Gym on the Park (including visuals)

At the time of writing this report everything is on schedule for a soft December opening of The Gym on the Park; with an official opening planned for January. Progress is being made on a daily basis to ensure that the project is completed and implemented smoothly. Key project areas that are progressing include:

- The installation of our back of house membership software **Club Manager**; which will manage our access control, monthly direct debit payments and all memberships. Club Manager allows us to closely monitor all incoming payments and will deny access to non-paying members as well as provide us with useful and detailed information on member attendance (such as busy days/times and age and gender trends).
- The terms and conditions of gym membership.
- The programming of our **group exercise/class timetable**. This includes a number of our current exercise classes with the addition of some new group fitness classes and also some new small group classes within the gym. All classes on the timetable will be free for The Gym on the Park members but will still be accessible for non-members.
- The design and ordering of our **marketing material**. So far we have designed a logo, an A5 flyer and we are also designing some large banners that we hope to display at key locations around the town. In addition, we have had some 3D visuals put together, which we have used to announce and promote the gym over social media. Work is also underway to design the member cards and a new uniform for gym/fitness staff.

- We are seeking a **new apprentice**; who will complete a level two fitness qualification during a 12 month, 30 hour per week contract with us. The aim is for the apprentice to learn how to work within a gym, gain experience in leading group exercise classes and also help with operational tasks including cleaning, admin duties and membership sales.
- The design, ordering and **installation of our gym equipment**; which is scheduled to be fully operational by Tuesday 6th December. The 3D drawings show our planned equipment layout and also the colour choices we made with the kit (crystal white frames and lime green upholstery wherever possible).
- The planning of **opening events and activities**; including free exercise classes, trial sessions, induction classes, promotional events and member of the month awards.

As this is the first time that The Gym on the Park has been included in my report to the Committee, Members are invited to ask questions about any area of the project that is unclear or that they would like more information on.

Bookings update

We have successfully secured five new regular bookings at Woodford Park Leisure Centre and work is currently underway to secure a sixth and potentially seventh. Details are as follows:

- **Walking Rugby.** We have teamed up with Reading Rugby Club to set up a regular walking rugby booking during the winter months in our sports hall (they will play on their own pitches when the weather improves in the Spring).
- **Sport in Mind Badminton.** Through the Wokingham Community Badminton Network we have been able to team up with Sport in Mind to set up a weekly badminton and table tennis session. Sport in Mind work with individuals who experience mental health problems and give them the opportunity to play sport in a supported environment.
- **Sport in Mind Circuits.** As above except a weekly circuits style fitness class outside on the 3G pitch for individuals with mental health problems.
- **JTK Freestyle Kickboxing.** An established group who will book one hour on a Wednesday night and one and a half hours on a Friday night from November.
- **Czech School Berkshire.** An organisation that teaches groups how to speak the Czech language and already hires out The Oakwood Centre. Will normally book twice a month but may change to a weekly booking in the future.

Unfortunately we have also lost some bookings this term including a long-standing toddler football booking, Little Kickers, who have struggled for numbers and coaches for a while now. We have also seen a large decrease in the number of weekend functions, however this was expected following the closing of the Inn on the Park.

Community Coaching Scheme (CCS)

Despite appearing for many months that the football scholarship programme would not go ahead due to a lack of numbers we have been able to launch the first year of the scheme with only ten students. An agreement was reached with CCS that allows them to use eight hours of 3G pitch time per week and over twelve hours of classroom time at Woodford Park Leisure Centre. The hope is that the scheme will then grow in year two of the programme and that this will result in another large and regular hirer of both the 3G pitch and the centre itself. CCS are already hosting trials for next year's programme and interest is reported to be high.

October half-term and Christmas children's activities

During October half-term we ran a popular trampoline camp as normal (98% full) but also decided to add in a Halloween themed session named Spooky Sports Camp. The camp proved fairly popular (62% full) and consisted of games such as frightening football, creepy cricket and mummy bowling with the best dressed child each day receiving a prize. We also teamed up with FAB Academy again to run a football camp on the 3G pitch which was also successful.

Our next scheduled activity camps will take place in the days leading up to Christmas and are planned to be trampolining camp and a Christmas "drop 'n' shop"; where the aim is for parents to drop their children off with us and go and finish their Christmas shopping, whilst we entertain them with activities such as biscuit decorating, present making and card design.

Christmas opening/closing times

Due to the ongoing work with the gym project and the need to showcase the gym and be available for new members to sign up it is recommended that the following opening and closing arrangements are agreed;

Saturday 24 December	closed
Christmas Day	closed
Bank Holiday Monday 26 December	closed
Bank Holiday Tuesday 27 December	closed
Wednesday 28 December	open 10am – 5pm
Thursday 29 December	open 10am – 5pm
Friday 30 December	open 10am – 5pm
Saturday 31 December	closed
New Year's Day	closed
Bank Holiday Monday 2 January	closed
Tuesday 3 January	open normal hours

RECOMMENDATIONS

- ◆ **That Members note the contents of the report.**
- ◆ **That Members consider the recommendation for the Christmas opening hours at Woodford Park Leisure Centre.**

**Report of a Meeting of the 3G Pitch Steering Group held at the Oakwood Centre
on Tuesday 4 October 2016 at 6.00 pm**

Present: *Councillors:, R Lay (Chairman), B Soane, D Stares*

Officer present: *K Murray, Deputy Town Clerk
E Whitesmith, Leisure Services Manager*

Also present: *S Wears – Berks & Bucks Football Association
M Rossier – Woodley United
S Payne – Woodley Wanderers
S White – Woodley Zebras
C O’Kane – Woodley Saints*

Apologies: *None*

1. Declarations of Interest

There were no declarations of interest made.

2. Welcome and introductions

Councillor Lay outlined the purpose of the group, frequency of meetings and the required outcomes. All those present introduced themselves to the group.

3. Feedback from Partner Clubs

All clubs reported that no negative comments had been received regarding the pitch and that the 3G pitch was an excellent facility. It was noted that there had been some issues with changeover times and teams not leaving the pitch promptly and it was suggested that a clearly visible clock in the pitch enclosure would help with this.

ACTION: KM/EW to investigate feasibility & costs of clock.

4. Pitch care and maintenance

Ed Whitesmith updated the meeting on maintenance issues that had come about since the pitch opened. These included dropped sweets which had the potential to damage the surface if trodden in and some minor vandalism where someone had melted a small piece of the grass carpet. It was noted that these issues were not related to the use by the clubs but rather the casual use through the summer.

It was noted that the partner clubs had an important part to play in enabling the pitch to be as self-policing as possible. An example was given of a local club coach who had offered technical assistance to a group hiring the pitch – not knowing that they were in fact leisure centre staff. This was given as a good example of how the clubs and coaches can encourage ownership of the facility and ensure that others respect it and use it appropriately.

5. **Football Development**

Ed Whitesmith explained that the plan developed as part of the funding application for the 3 G pitch was out of date and contained references that were no longer relevant to situation regarding the local clubs.

It was agreed that the Football Development Plan was not a useful document in its current form and that a more concise document would better enable clubs to feed back progress to the steering group.

In the meantime it was agreed that the clubs would feed back information on activities and initiatives to Ed Whitesmith before each meeting of the steering group.

The partner clubs discussed the challenges they faced in encouraging and running girls football in Woodley. It was noted that all clubs had been working on this and there were a number of issues including limited venues to play, lack of volunteers, difficulties in getting coaches through qualification requirements and issues of commitments and time.

ACTION: KM/EW to review the plan in consultation with the Football Foundation to ensure the document is relevant to the clubs, the Council and meets the requirements of the Football Foundation.

6. **Next Meeting**

It was agreed that the next meeting should be scheduled for mid January.

ACTION: KM to circulate date/time of next meeting.

Meeting closed 7.10 pm

Woodley Town Council

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.

Vandalism

Youth Shelter – Damage to roof. Reported to the Police

Woodford Park Leisure Centre

Gym/Building works

Building, roofing, electrical and air conditioning works are on schedule and the new windows have now been installed. Decorating works are scheduled for week commencing 7 November and it is anticipated that the space will be complete and ready for the installation of the gym equipment by 5 December. Further information on the opening and operation of the gym is included in the report of the Leisure Services Manager.

Tree Works

Tree maintenance works have been carried out at various locations in Woodford Park.

Memorial Ground

Circus

Circus Starr visited again this year with performances on Friday 4 November. Circus Starr is a touring circus and a registered charity that provides free circus tickets for local disadvantaged and vulnerable children through its network of sponsors and charity partners.

Remembrance

A gathering of remembrance will take place at the war memorial on Friday 11 November from 10.45am. The area will be marked out to allow space for school children, wreath layers and representatives from the Royal British Legion. A sound system will be used this year as comments were received last year that people could not hear.

An informal gathering arranged by the Woodley War Memorial group will take place at the war memorial on Sunday 13 at 11am.

Woodford Park Lake

Ecology, topographic and tree surveys have now been carried out. The Landscape Architect is processing this information to create a 3D model that can be used to input design proposals.

Next Steps

- Discussion and development of designs with the landscape architect
- Consultation with the public
- Costings
- Seek Funding

Friends of Woodford Park

Crocus Planting

The group received 2,500 crocus bulbs through an initiative run by Rotary. The bulbs were planted by volunteers on Saturday 15 October, near the entrance into Woodford Park from Haddon Drive.

Rotary Garden

The group has been carrying out pruning of shrubs and removal of brambles and scrub from the boundary of the garden. The Council's grounds team supplied bags for the green waste and removed them from site.

Notes of the meeting of the group held on 13 September are attached at **APPENDIX A**. The next meeting of the group will be on Tuesday 15 November at 6.30pm.

Recommendations

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

Friends of Woodford Park Meeting Four

18.30- 20.00, 13th September 2016
Meeting Room, Oakwood Centre, Woodley

Attendees:

David Provins, Chair (DP)
 Alison Provins, Minute taker (AP)
 Martin Aust (MA)
 Rosie Bell (RB)
 Ann Brown (AB)
 Morag Frost (MF)
 Kevin Murray (KM)
 Elaine Shone (ES)

No.	Item	Action
1.	Apologies : Laura Chandler (LC) Richard Dolinski (RD) Shelagh Flower - WASP (SF) Brenda Murphy (BM) Lynne Reed (LR) Marion Waters (MW)	
2.	Approval of the Minutes of the Previous Meeting: Approved.	
3.	Outstanding Actions: C/F ACTION 4.6 KM to update group on possible signage re dead flowers. ACTION 4.1 MA /KM to continue to look at ways to develop a local dog warden role. ACTION 4.2 LR Arrange a competition to design a 'Take home you own dog poo' poster. ACTION 4.3 KB /KM Look at increased signage for one off events/ general communication. ACTION 4.4 KM Consider using signs to encourage park users to provide direct feedback. ACTION 4.5 KM Investigate more bins and greater consequences for football offenders. ACTION 4.7 KM to update FOWP re play area closure. ACTION 6.1 KB/KM Keep this group updated on progress re lake. ACTION 7.1 KB Mention the garden in a future edition of the Herald. NEW ACTION 4.1 FOWP to talk at WI meeting. ACTION 4.2 ALL If anyone is free to come along for Britain in Bloom please let DP know ACTION 4.3 DP to circulate a very simple document so that we can measure dog mess problem ACTION 4.4 ALL Calling Volunteers for the Rotary Garden Working Party ACTION 5.1 RD to put Sam in contact with DP ACTION 8.1 DP to talk to KM re removal of large litter containers.	Closed- see 4 Ongoing C/F Closed –see 4 Closed –see 4 Closed –see 4 C/F Ongoing Closed C/F Closed Closed Ongoing C/F Closed
4.	Update from Town Council Representative - Kevin Murray Action 4.6 has been closed. A new sign has now been ordered for the Remembrance garden and the old one has been removed. The new sign reminds users that this should be an area of respect and quietness. Action 4.1 remains on-going but progress has been made. The council are looking into a Park Warden role which may also include litter picking and other roles. A similar voluntary role exists in Northampton. It was questioned whether the local police could also play a part but KM	

	<p>explained that despite being on site they still have to be contacted via 101 as each incident must be logged before they can respond.</p> <p>Action 4.3 has been closed. New notice boards are to be placed at all entrances. These will provide a map and updates on events. AB asked who would be responsible for updating these and KM confirmed this would be the responsibility of the council. KM noted that the signage was critical in respect of the quest for Green Flag status.</p> <p>Action 4.4 has been closed as the new entrance signs will be used for this. KM also highlighted that he is looking into how better use can be made of social media.</p> <p>Action 4.5 has been closed. New bins have been provided. KM noted that there have been a few teething problems as the bins were not emptied by the leisure staff as agreed but this is now resolved. DP asked if there was any provision for the general bins to be emptied on Sundays but KM confirmed that was not possible. MA recorded praise for recent fair as he had seen the staff collecting rubbish that was clearly not their own. KM agreed that some bookings did still cause problems. At a recent event a gazebo was left behind so organisers were not given their deposit back and would not be allowed to book further events. This will hopefully act as a deterrent for others.</p> <p>Action 6.1. There has been good news concerning the lake. The draft ecology report indicates that it is not contaminated. This will mean that improvements can start sooner and the cost will be lower. MF asked about the fish population and KM confirmed that rudd, catfish and ornamental carp had been found. The catfish numbers are small and so it will not be economical to eradicate them. The plan is to introduce lilies and reeds, remove trees, ensure the correct shade levels and encourage native planting and wildlife.</p> <p>MA mentioned that there had been significant levels of rice deposited in the lake which should be discouraged. KM confirmed that this would be considered and that a feeding platform, nature trail and information board were all being considered.</p> <p>ES asked if rustic steps down from the play area could also be considered. KM confirmed that FOWP would be involved in the consultation and that we could give input in respect of paths, seats etc</p> <p>DP asked if there is an interim plan for maintenance as some of the grass and shrubbery is getting overgrown in this area KM confirmed it is still being managed by the park staff. MF asked if FOWP could help and KM agree to investigate how we could contribute.</p> <p>ACTION 4.1 - KM to see how FOWP can help with plantation in the lake area</p> <p>KM thanked FOWP (in particular Martin who has been leading on this matter) for their Dog Poo Survey. There were almost 500 sightings in August and the majority of these had been removed by Martin on the day of recording. On the back of this evidence the council have purchased some glow in the dark signs which will be displayed around the park. The theme is that 'we are watching you'. KM will launch the campaign shortly.</p> <p>KM announced that he will be applying for 'Green Flag' status. This is the benchmark for park standards (detailed information available on the web for those interested). This is an exciting development and the existence of FOWP is a vital component of the application. The framework looks at items such as customer perception, horticultural knowledge, use of pesticides, management of tree stock, long term plans etc. Applications must be in by January with results expected by June 2017. DP asked if it might be too early to apply but KM stressed that the judging team will provide constructive feedback and will appreciate that not everything will be in a completed state yet. MA asked if we could have a 'pre-assessment before the assessment and KM confirmed he is talking to people who can help him with this on an informal basis.</p> <p>ACTION 4.2 - KM to keep FOWP updated on Green Flag application.</p>	<p>KM</p> <p>KM</p>
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<p>5.</p>	<p>Discussion Topics</p> <p>Items from Action Points FOWP have not yet heard from Sam who runs the Friday Youth Group. ACTION 5.1- KM will contact Sam on our behalf to see how we can work together</p> <p>Queen’s Birthday Garden. DP advised work had commenced on the small additional beds surrounding the main garden. These will be planted with ‘free’ plants that have been donated or divided from the main beds. The timeframe is rather weather dependant and so DP will email when volunteers are needed. ACTION 5.2 - DP to email FOWP members when digging/planting skills are needed All agreed the original beds were still looking good and DP thanked everyone for their help. ES asked if people are looking after the beds allocated to them. DP advised that as people attend at different times it is difficult to be sure of who is doing what but the system does seem to be working. He asked that if anyone does see an urgent need in any bed they deal with it as the overall effect is important as well as the competition. Watering does still remain an issue but for the time being DP will retain this responsibility. ES asked if there were any possibilities for running a pipe nearer to the garden. The group felt this may be cost prohibitive but KM will investigate. ACTION 5.3 - KM to consider any enhancements that would make the water more accessible.</p> <p>Britain in Bloom The results are expected on the 15th September and this will be then communicated to all. ACTION 5.4 - DP to keep everyone updated re Britain in Bloom</p> <p>Crocus Planting Under the ‘Purple4Polio’ scheme we have been awarded 2000 bulbs by the Loddon Vale Rotary club. The parks team have requested that these are planed near the Haddon Drive entrance next to the logs (the area has already been marked out in red).They are expected to arrive in the next few weeks and we will need volunteers to help plant them. We hope Rotary members will also join us for this task. ACTION 5.5 DP to write to group when the bulbs arrive.</p> <p>Dog Poo MA formally thanked the council for their proactive action following our survey and his subsequent presentation to the Leisure Committee. A general discussion took place around what penalties could be given to those still behaving poorly. It was highlighted that only one fine has been given in the local area in 17 years. Whilst no official survey will take place in September it was agreed we will monitor the situation and provide informal feedback. ACTION 5.6 - All to keep an eye on the situation and report back at our next meeting.</p> <p>Litter picking In general this was deemed to be going well although DP expressed some concern that the remembrance garden gates are often wide open and do not give the impression of being locked. On a number of occasions youths have been seen meeting in the area and leaving litter behind. ACTION 5. 7 - KM will review shutting of Remembrance gate & update us.</p> <p>Rotary Garden DP advised that it had been suggested that FOWP did not work on this part of the park which he felt was disappointing. MF felt that some trimming would be a good idea as there are some lovely shrubs that could be displayed better. ACTION 5. 8 - KM will ask the parks team if they can provide some bags which we can use to dispose of clippings.</p>	<p>KM</p> <p>DP</p> <p>KM</p> <p>DP</p> <p>DP</p> <p>All</p> <p>KM</p> <p>KM</p>
<p>6..</p>	<p>AOB:</p> <p>Tools - DP advised that we will apply for a £250 community grant that will enable the purchase of a lockup container. This would enable us to retain tools near to site. If successful with our application this could be located within the lockable yard next to the Oakwood centre. MF and DP confirmed that they will be able to donate some tools. ACTION 6.1 - All, If anyone has any spare tools please don’t throw them away.</p>	<p>All</p>

APPENDIX A

	<p>Graffiti Board - MA asked where it has gone. KM explained they had been flattened by vandals and that Sam Milligan was organising a replacement. MF expressed her appreciation of the artistic skills demonstrated and suggested that WTC should consider using the saved designs in other ways such as postcards so that a wider audience can enjoy them.</p> <p>Seats – DP explained that there was some concern about putting the planned seats next to the Birthday garden as it may encourage people to congregate. The general consensus of the group was that this was indeed a risk and that the seats could be used in other locations.</p>	
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Summary of Actions	Deadline
<p>C/F</p> <p>ACTION 4.1 MA /KM to continue to look at ways to develop a local dog warden role. ACTION 4.2 LR Arrange a competition to design a 'Take home you own dog poo' poster. ACTION 4.7 KM to update FOWP re play area closure. ACTION 6.1 KB/KM Keep this group updated on progress re lake. ACTION 4.1 FOWP to talk at WI meeting.</p> <p>NEW</p> <p>ACTION 4.1 KM to see how FOWP can help with plantation in the lake area. ACTION 4.2 KM to keep FOWP updated on Green Flag application. ACTION 5.1 KM to contact Sam on our behalf to see how we can work together. ACTION 5.2 DP to email FOWP members when digging/planting skills are needed. ACTION 5.3 KM to consider any enhancements to make the water more accessible. ACTION 5.4 DP to keep everyone updated re Britain in Bloom. ACTION 5.5 DP to write to group when the bulbs arrive. ACTION 5.6 All to keep an eye on the dog mess situation and report back at next meeting. ACTION 5.7 KM will review shutting of Remembrance gate & update us . ACTION 5.8 KM to provide bags which we can use to dispose of clippings at Rotary Garden ACTION 6.1 All, If anyone has any spare tools please don't throw them away.</p>	<p>All for next meeting please!</p>

Woodley Town Council

**Report of a Meeting of the Community Youth Partnership held at Loddon Mead on
Wednesday 5 October 2016 at 5pm**

Present:

Cllr David Stares (Chairman for meeting)

Trina Farrance – Bulmershe Gym Club

Cllr Richard Dolinski

Mohammed Ahmed – WBC Community Warden

Steve Outen – Woodley United FC

Graham Sumbler – Woodley Baptist Church

Paul Cassidy - ARC

Officer present: Deborah Mander – Town Clerk

Apologies: Cllr Jenny Cheng, Cllr Kay Gilder, Sam Milligan (JAC), Jackie Andrews –
Woodley Schools Cluster/Girlguiding

APPOINTMENT OF CHAIRMAN

In the absence of the Chairman and Vice Chairman the meeting appointed Councillor David Stares as Chairman for the meeting.

DECLARATIONS OF INTEREST

No declarations of interest were made.

MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting held on 20 July 2016 were agreed as a correct record.

LODDON MEAD AREA – POTENTIAL PROJECT

a) Trina Farrance, Richard Dolinski and Deborah Mander had attended part of the event to showcase parkour held on 20 August and reported on the day. One of JAC's parkour contacts had brought and erected a frame made from scaffolding poles which had been used for parkour chase tag by the parkour practitioners and others attending. Several of the parkour practitioners had been impressed with the site and thought it had the potential to be a popular parkour area. Richard Dolinski reported that he had responded to concerns from local residents on social media and had personally invited these residents to visit the open day, however none had called in during the day, which he felt was a shame. Concerns about noise had been made, although on the day, outside the area traffic noise seemed to drown out any sounds from under the A3290. There was an issue about dust because of the dryness of the ground underneath the road and Deborah Mander reported that they would be contacting local tree surgeons to find out if they could supply bark chippings for ground cover.

All agreed that the day had been a great opportunity to find out more about parkour and to see how the activity might work in the space and how it could start in a small way and grow. The partnership agreed that thanks should be passed on to Sam Milligan and the JAC team for organising the event.

b) It was noted that Sam Milligan had attended the Headteacher cluster meeting to talk about the potential plans for the Loddon Mead area and the Heads would be interested to know of any more taster days that may be arranged. Willowbank Juniors already had a pre school parkour group running. The Heads also wanted to know what input they were looking for from local schools and it was agreed that the Partnership would have a better idea of its way forward on the project once matters relating to permissions for the use of the site had been agreed with Wokingham Borough Council. It was possible that a smaller working group could be set up to develop liaison with other organisations. Trina Farrance agreed to contact the area's Transition Coordinator to let her know about the project.

- c) The meeting then considered how to progress the project. There needed to be agreement from Wokingham Borough Council for the use of the site for activities for young people and this could take the form of a lease. In the meantime, JAC had agreed to start further work on the project by engaging with young people at the site using the JAC van one evening a week and would need access to do so (a lock had recently been installed on the gate). The ultimate aim would be to install a container at the site and make that a base, with refreshments and a meeting space, so that the JAC and other volunteers could meet up with young people to develop the project. It was noted that JAC had made some funding applications to fund this and other project costs and that the Council had a fund for youth projects that could also be considered for this project.

Several matters would need to be addressed including insurance and permissions for the Partnership's immediate and future plans for the site. With this in mind it was

Recommended:

- ◆ **That the Town Council seek to lease the area under the A3290 from Wokingham Borough Council in order to work with other organisations to provide activities for young people at the site and that in the meantime permission be sought to access the site as a base for the JAC van at least once a week.**

- ◆ **That the Youth Projects fund of £3,000 be allocated towards the costs of the Loddon Mead area project, subject to permissions being given to use the site as proposed.**

YOUTH SHELTER – WOODFORD PARK

Refurbishment of the shelter had not yet been carried out. Deborah Mander would speak with JAC to find out what the timescale might be for this to be completed.

OPEN FORUM

Trina Farrance reported that Bulmershe Gym Club now had a waiting list of 800 children – double the number since this year's Olympics. Their problem was finding space in general and space with the appropriate gym equipment. Richard Dolinski agreed to speak with a contact who may have appropriate space for the club to use. Deborah Mander said that the Council could be in a position to take up discussions with the gym club in the new year.

REPORTS

Mohammed Ahmed reported that he had no youth related matters to report – there had been some graffiti around the area but this had been addressed.

Steve Outen reported that Woodley United had completed its first year with the clubs combined together. This season was going well.

Deborah Mander reported on the £1 play for 1 hour at the 3G pitch during school holidays and weekends and agreed to provide information about this to the representatives from youth organisations.

It was noted that reports could be short and sent in an email which could be circulated before the meeting.

DATE AND TIME OF MEETINGS:

Wednesday 7 December 2016 at 5pm – Oakwood Centre

Wednesday 22 March 2017 at 5pm – Oakwood Centre

Meeting closed at 5:45pm