

**Minutes of a meeting of the Leisure Services Committee held at the Oakwood Centre
on Tuesday 31 May 2016 at 8.00 pm**

Present: *Councillors T. Barker (Chairman); R. Lay; D. Stares*

Officers present: *D. Mander, Town Clerk; K. Murray, Deputy Town Clerk;
E. Whitesmith, Leisure Services Manager; L. Matthews, Committee Officer*

Also present: *Councillor R. Dolinski
Sam Milligan, Just Around the Corner charity*

1. **APOLOGIES FOR ABSENCE**

Apologies for absence were received From Councillors K. Gilder, M. Green and S. Rahmouni.

2. **DECLARATIONS OF INTEREST**

There were no declarations of interest made by Members.

3. **MINUTES OF THE MEETING HELD ON 5 APRIL 2016**

RESOLVED:

- ◆ That the minutes of the Leisure Services Committee meeting of 5 April 2016 be approved and signed by the Chairman as a correct record.

4. **JUST AROUND THE CORNER**

The Chairman welcomed Sam Milligan, Just Around the Corner charity (JAC), to the meeting. Sam Milligan distributed a written report, which had not been available prior to the meeting, and reported that the atmosphere around Woodley was still generally very good.

Sam Milligan informed Members that the materials for repairing the roof of the youth shelter in Woodford Park had been purchased and the street art wall that had been pushed over had been broken up and removed from the park by a group of young people attending an afternoon session with JAC. The Town Clerk thanked Sam Milligan and the young people for the work they had done, as this had been very helpful for the Council. In reply to a question Sam Milligan said that it appeared that if young people were involved with the maintenance of an area the incidences of vandalism decreased and this was evident in Woodford Park.

Sam Milligan also gave a brief update on the ways in which JAC are engaging with young people to involve them in the plans for the development of the Loddon Mead area.

The Chairman thanked Sam Milligan for his report.

5. **BUDGETARY CONTROL**

The Town Clerk presented Report No. LS 10/16.

RESOLVED:

- ◆ To note Report No. LS 10/16.

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

The Leisure Services Manager presented Report No. LS 11/16.

Members were very pleased to hear of the success of the Woodley 10km road race, held on 8 May. There had been 600 entries, the maximum that could be accommodated, with over 500 taking part on the day, and no major issues had been reported. Improvements for next year's event were already being planned, including the return of the junior 3km race, and Barnes Fitness had expressed interest in managing the event again. The event had raised £1,200 for the outgoing Mayor's charity, DrugFAM: £1 per entry, matched by a donation from Barnes Fitness.

The Leisure Services Manager reported on Woodley Sports Week, which had taken place the week before and had been another resounding success, with over 2,500 children taking part. Highlights of the week had been the dance festival, in which, for the first time, all Woodley primary school had taken part, the cricket tournament, which had more entries than ever before and went on until 6pm, and the swimming gala, which ended up as a dead heat and had to be decided by a swim-off between the best swimmers from the two leading schools. The Chairman congratulated the Leisure Services Manager on the success of the week and asked for thanks to be passed to all the officers involved.

Members were informed of the arrangements for the official opening of the 3G pitch in Woodford Park on 3 June, which would be followed by the "Woodford Park 3G Football Festival". This would be a series of football matches between local supporters and partner clubs and would include a tournament for under 11s teams. The Leisure Services Manager informed Members that it was hoped that the Woodford Park 3G Football Festival would become a yearly event and would act as an end of season celebration for partner clubs, regular hirers and supporters.

Members were also pleased to note the information provided on the summer bookings for the 3G pitch and the funding that had been secured to run a number of Sportivate projects for 2016/17.

RESOLVED:

- ◆ To note Report No. LS 11/16.

7. **PARKS AND BUILDINGS**

The Deputy Town Clerk presented Report No. 12/16.

Members were informed of the damage that had been done to the youth shelter and the street art wall in Woodford Park. As had previously been noted in the JAC report (Minute No. 4), JAC and a group of youth volunteers had removed the debris from the art wall and were intending to repair the youth shelter in the coming weeks.

The Deputy Town Clerk reported that there had been repeated incidences of fly tipping of domestic waste in the car parks in Woodford Park and at Coronation Hall and that these were considered a form of vandalism. The expansion of the cctv system was being considered as a deterrent. In reply to a question the Town Clerk confirmed that the Town Council Grounds Team pick up litter in Woodford Park every day except Sundays and Bank Holidays.

The Deputy Town Clerk informed Members of the progress of the project to refurbish the ground floor space at Woodford Park Leisure Centre that was formerly the bar area: quotes for the work had been received and were being considered, and a contractor would be appointed when the loan approval had been confirmed.

Members were pleased to note that the handover of the 3G pitch had taken place on 18 May, two weeks ahead of schedule, enabling the pitch to be used during Sports Week. In reply to a question the Deputy Town Clerk reported that there were still a few minor outstanding items of work to be completed from the snagging list. Officers had met with the Football Foundation and the Football Association to discuss the pre-opening conditions, which included a service level agreement with partner clubs, a football development plan and the creation of a steering group. The Council's Grounds, Leisure and Maintenance teams would be attending a course on the maintenance of 3G surfaces.

Members were informed that the Strategy and Resources Committee had allocated funds for the development of a project plan for the lake in Woodford Park and Landshape Design had been allocated to carry out the work. Scientific surveys of the water, silt and fish would be undertaken in the coming weeks. The Deputy Town Clerk reported that the potential for volunteer involvement in the development and implementation stages of the work was being investigated.

Members discussed at length the future of the annual garden competition, which had only attracted three entries last year, and five the year before, despite advertising the event in the local press, on the website and by extensive distribution of flyers. It was suggested that ways of revitalising the competition should be investigated, possibly incorporating some benefit to a local charity.

In addition Members were informed of work that had been carried out to the paddling pool in Woodford Park and were very pleased to note that the Queen's Birthday garden had been completed by the Friends of Woodford Park and would be formally opened on Saturday 4 June.

RESOLVED:

- ◆ To note Report No. LS 12/16.
- ◆ That the garden competition will not be run in 2016.
- ◆ To write to the Friends of Woodford Park thanking them for all the work they have done and for creating such a beautiful garden area.

8. **COMMUNITY YOUTH PARTNERSHIP**

Councillor Stares presented Report No. LS 13/16 of the Community Youth Partnership meeting held on 18 May 2016.

Members were particularly pleased with the suggestion that a link could be built between the Friends of Woodford Park and young people, as this could encourage young volunteers to become engaged with work being undertaken in the park.

RESOLVED:

- ◆ To note Report No. LS 13/16.

9. **ALLOTMENTS UPDATE**

Members noted the update on matters relating to the allotments that had been provided in the agenda. In particular, the possible need for more skips to be provided later in the year to assist in the general clearing of the site was noted.

10. **3G PITCH STEERING GROUP**

The Deputy Town Clerk tabled a revised copy of the terms of reference for the 3G Pitch Steering Group.

Members considered the terms of reference and asked for the word "elected" to be inserted to make it clear that the meetings would be chaired by one of the elected members of Woodley Town Council.

RESOLVED:

- ◆ To approve the amended terms of reference of the 3G Pitch Steering Group, as attached at **Appendix A**.

- ◆ To appoint Councillors Lay, Soane and Stares to the 3G Pitch Steering Group.

11. **FUTURE AGENDA ITEMS**

It was requested that the following item be included as a future agenda item:

- Consideration of the future of the annual garden competition.

12. **PUBLICITY & WEBSITE**

RESOLVED:

- ◆ To publicise the following:
 - The cancellation of the garden competition for 2016 due to lack of entrants in recent years.
 - The success of Woodley Sports Week.
 - The opening of the 3G pitch.
 - Young volunteers removing the vandalised art wall in Woodford Park and helping to replace the youth shelter roof.
 - Update on the plans for Loddon Mead.

The meeting closed at 9:25 pm

3G Pitch Steering Group -Terms of Reference

Parent Committee: Leisure Services Committee

Overall Purpose

The steering groups role is to monitor and review delivery of the financial, usage and football development performance of the 3G AGP at Woodford Park Leisure Centre and to provide this information to the Football Foundation.

Membership of the steering group

There shall be at least 3 Councillors from Woodley Town Council appointed to the steering group. It is also a requirement of the Football Foundation that the membership include one representative of the Berks and Bucks FA, one representative from the Reading Community Trust and one representative from each of the partner clubs.

Members from the partner clubs may send a representative if they are unable to attend a meeting.

Officers will be in attendance at all meetings.

The Leisure Services Committee may co-opt additional members from specialist areas as deemed necessary.

Meetings

The steering group shall meet three times each year – around the beginning, middle and end of the football season.

Meetings of the group shall be chaired by one of the elected Members from Woodley Town Council as the grant holding organisation.

Terms of Operation

To monitor and report on the financial performance of the 3G pitch in line with the business plan, usage plan, football development plan and partner clubs service level agreement.

To monitor and report on the football development in relation to the 3G pitch, in line with the business plan, usage plan, football development plan and partner clubs service level agreement.

To report the minutes of each meeting to the Leisure Services Committee and the Football Foundation.

To ensure that the 3G AGP remains on the FA register and is maintained in accordance with the Football Foundation Guidelines.

To ensure that the required annual monitoring and evaluation questionnaires are completed and returned to the Football Foundation.