

Woodley Town Council

Minutes of a meeting of the Strategy & Resources Committee held at the Oakwood Centre on Tuesday 30 April 2013 at 8.00 pm

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

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

Apologies: *Councillor K. Baker*

84. **DECLARATIONS OF INTEREST**

There were no declarations of interest made by Members.

85. **MINUTES OF THE MEETING HELD ON 5 FEBRUARY 2013**

It was noted that the draft minutes presented to Council on 12 February 2013 had been amended to reflect the decision by the committee to delegate authority to the Bar Management Working Party to agree the new rent agreement.

RESOLVED:

- ◆ That the minutes of the Strategy and Resources Committee meeting of 5 February 2013 be approved and signed by the Chairman as a correct record.

86. **FINANCE**

a) **Budgetary Control**

RESOLVED:

- ◆ To note Report No. SR 13/13.

b) **Payments**

RESOLVED:

- ◆ To approve the following payments:

	Current account	Imprest account
January 2013	£99,846.45	£47,637.24
February 2013	£93,693.43	£53,416.48

c) **Internal Audit**

RESOLVED:

- ◆ To receive the Internal Audit Report for the 2012/13 financial year.

d) **Keydata**

Members noted that an interim payment to bondholders was anticipated and that a payment on account should be received in May. Further payments and their method of distribution were to be considered in the English Court after which the balance of payments due would be paid. The Chairman reminded Members that a proportion of any payment received would be payable to Chase De Vere under the terms of the compensation agreement.

87. **OAKWOOD CENTRE**

The Town Clerk presented Report No. 14/13. Members noted the appointment of the new Centre Assistant following the retirement of the previous part time postholder.

RESOLVED:

- ◆ To note Report No. SR 14/13.

88. **SECTION 106 DEVELOPERS CONTRIBUTIONS**

The Service Support Manager presented Report No. SR 15/13 and informed Members that the works to install cricket nets and basketball goals and markings at Woodford Park Leisure Centre would be carried out shortly.

RESOLVED:

- ◆ To note Report No. SR 15/13.

89. **RISK MANAGEMENT WORKING PARTY**

Councillor Challis presented Report No. SR 16/13. The working party had reviewed the strategy and made two amendments. One was to change the annual review date of the strategy and the risk register by the committee from November to April. The other was a re-categorisation of the risk scores in the risk matrix so that the nine scores were equally allocated to high, medium and low risk categories. The working party had agreed that this was a more appropriate way to help gauge risks. Councillor Challis also explained that the levels of probability of a risk occurring took into account actions being taken to mitigate a risk. It was noted that the risk register was reviewed by the responsible officers following management team meetings, where any new issues were added and scores reviewed.

In response to a question the Town Clerk confirmed that she and the Leisure Services Manager were working on the Safe Guarding Policy and that guidelines and procedures were in place and operating.

RESOLVED:

- ◆ To approve the Risk Management Strategy.
- ◆ To note the Risk Register.

90. **MEMORIAL GROUND – WAR MEMORIAL/CIVIC SPACE**

The Service Support Manager presented Report No. SR 17/13. Members noted the enquiries being made regarding the use of Section 137 funds to purchase the stone and the preference, agreed at the meeting with representatives from the Woodley War Memorial Project, for the memorial and associated civic area to be further into the Memorial Ground.

RESOLVED:

- ◆ To approve the allocation of £3,000 from the Projects Reserve to commission Ellen Bramhill to provide the further design work for the project.

91. **GRANTS**

Members considered the five grant applications received, as set out in Report No. SR 18/13, in line with the community grants criteria. It was noted that the apparently similar applications from Woodley United FC/Woodley Wanderers and Woodley Town FC were different in that Woodley United/Woodley Wanderers focus would be to encourage girls to try football and Woodley Town FC's was for boys' football.

RESOLVED:

- ◆ To award grants to the following:

Reading and District Group of the Macular Disease Society	£250	Towards the cost of a trip outside Reading.
Berkshire Multiple Sclerosis Therapy Centre	£250	Towards the cost of providing treatment to Woodley members.
Earley and Woodley Stroke Club	£250	Towards the cost of a trip to Street's Garden Centre with lunch.
Woodley United FC/Woodley Wanderers	£250	Towards the cost of increasing the levels of participation of girls in football by further involvement in the local community.
Woodley Town FC	£250	Towards the cost of increasing the levels of participation of boys in football by further involvement in the local community.

92. **WOODFORD PARK LEISURE CENTRE – DEVELOPMENT OPTIONS**

Councillor Challis reported on the discussion and recommendations made at the meeting of the Leisure Services Committee on 9 April 2013 as set out in the appendix. The recommendations to proceed with the second stage project for a 3G Artificial Green Pitch, tennis and netball improvements and increased car parking would mean there would be a serious plan in place, for which funding could be sought. It was noted that the estimated cost of the projects was £400,000 and that the Council was seeking Section 106 funds towards this and looking for other funding streams to match the funding that could be available from the Football Foundation. The Council had some funds allocated to resurface the car park and may need to find some funding towards this project.

RESOLVED:

- ◆ To seek external funding and planning approval for the 9 v 9 3G AGP project and the associated projects to improve the standard of tennis and outdoor netball and increase car parking at Woodford Park Leisure Centre.
- ◆ To allocate funding up to £11,500 from the Projects Reserve to cover consultants and other anticipated costs for the second stage of the project to apply for planning permission and funding for the 3G AGP projects and associated projects to improve tennis and netball and increase car parking.
- ◆ To approve the appointment of Sports Solutions to carry out the second stage of the projects.

93. **BOROUGH PARISH WORKING GROUP CHAIRMAN'S VISIT**

Members noted the letter from Councillor Firmager, Chairman of the Borough Parish Working Group, in respect of the Borough Parish Working Group Chairman's visit.

94. **WOKINGHAM BOROUGH COUNCIL – COMMUNITY INFRASTRUCTURE LEVY**

Members considered the consultation on the Community Infrastructure Levy Preliminary Draft Charging Schedule and

RESOLVED:

- ◆ That a response to the consultation be made in line with the comments agreed at the meeting.

95. **DEPARTMENT FOR COMMUNITIES AND LOCAL GOVERNMENT –
CONSULTATION: PROTECTING THE INDEPENDENT PRESS FROM UNFAIR
COMPETITION**

Members considered the consultation document and

RESOLVED:

- ◆ To respond to the consultation in expressing support for the continuation of the guideline that parish councils may publish newsletters on a monthly basis.

96. **DEPARTMENT FOR COMMUNITIES AND LOCAL GOVERNMENT –
CONSULTATION ON COMMUNITY INFRASTRUCTURE LEVY FURTHER REFORMS**

Members considered the document setting out proposed reforms to the Community Infrastructure Regulations and

RESOLVED:

- ◆ To respond only to question 8 by disagreeing that a levy liability should be able to be paid through the provision of land and/or on or off site infrastructure and to comment on the effect this could have on the percentage allocation of CIL to town and parish councils.

97. **NATIONAL ASSOCIATION OF LOCAL COUNCILS**

The Chairman informed the meeting that two places had been booked at the Putting Communities First Conference in London on 6 June. She proposed and it was

RESOLVED:

- ◆ That the nominations for two members to attend the conference be considered at the Annual Meeting.

98. **PUBLICATIONS/INFORMATION**

RESOLVED:

- ◆ To note receipt of the publication:
 - *Defra Research on Neighbourhood Planning*

99. **PUBLICITY AND WEBSITE**

RESOLVED:

- ◆ To publicise the following:
 - Grants
 - War Memorial Project - progress

100. **RESOLVED:**

- ◆ That in view of the confidential nature of the business about to be transacted in relation to legal and commercial matters and another party's financial and business affairs, it is advisable in the public interest that the public and press be temporarily excluded and asked to withdraw for the following three agenda items.

101. **BAR MANAGEMENT WORKING PARTY**

The Chairman of the Bar Management Working Party presented the report of the meeting held on 13 March 2013 (SR 19/13).

RESOLVED:

- ◆ To note the contents of the report.

102. **OAKWOOD CENTRE FLOORING**

The Service Support Manager presented Report No. SR 20/13. It was noted that the Council's solicitors were awaiting a response to their letter of 19 April 2013.

RESOLVED:

- ◆ To note Report No. SR 20/13

103. **OAKWOOD CENTRE CATERING**

The Service Support Manager presented Report No. SR 21/13 and in response to a question confirmed that the outstanding works required in the kitchen had now been carried out.

He confirmed that future reports of the meetings of the Catering Partnership Management Panel would be public reports where they did not contain confidential information. The Chairman requested that future reports show rent income against budget estimates, for Members' information.

RESOLVED:

- ◆ To note Report No. SR 21/13.

The meeting closed at 9.40 pm
