



## Woodley Town Council

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

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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 11 April 2017, at which your attendance is requested.**

Deborah Mander  
Town Clerk

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## 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 17 JANUARY 2017**

To approve the minutes of the meeting of the Leisure Services Committee held on 17 January 2017 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 2017).***

4. **JUST AROUND THE CORNER (JAC)**

a) To receive the report from JAC, attached at **Appendix 4.**

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b) To note that the three year service level agreement with JAC for the provision of outreach work in the town ended in March 2017 and to consider **Report No. LS 8/17.**

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5. **BUDGETARY CONTROL**

To note **Report No. LS 9/17.**

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6. **WOODFORD PARK LEISURE CENTRE, SPORTS DEVELOPMENT AND ACTIVITIES**  
To receive **Report No. LS 10/17.** Page 14
7. **PARKS AND BUILDINGS**  
To receive **Report No. LS 11/17.** Page 16
8. **COMMUNITY YOUTH PARTNERSHIP**  
To receive **Report No. LS 12/17** of the Community Youth Partnership meeting held on 22 March 2017. Page 22
9. **LAND ADJACENT TO BULMERSHE PARK**  
To consider **Report No. LS 13/17.** Page 24
10. **ALLOTMENTS UPDATE**  
Plot allocations have been very busy following the issue of invoices for tenancy renewals, which results in a number of terminations each year. The waiting list is currently around 5 and it is expected that these will be allocated in the coming weeks. Plot inspections are scheduled for April.  
  
The Tenants Association AGM took place on Monday 27 March and the notes from this will be reported to the Leisure Services Committee when received.
11. **TOWN CENTRE PUBLIC TOILET UPDATE**  
Planning permission has been granted and issues regarding connection to services and sewers have been resolved. The Council is currently awaiting details of a community asset transfer lease for the land from Wokingham Borough Council for the site. Once this is agreed an order will be placed and a delivery date reported to the Committee.
12. **BUS SHELTERS**  
To note that a replacement bus shelter in Beechwood Avenue was installed on 29 March 2017.
13. **2018 COMMEMORATION OF THE END OF WORLD WAR 1**  
To note that correspondence has been received from Colin Lott, a former member of the Woodley War Memorial Committee, suggesting that an event be held in 2018 to commemorate the centenary of the end of World War 1, and to consider a response.
14. **FUTURE AGENDA ITEMS**  
To propose future agenda items for the Committee's consideration.
15. **PUBLICITY & WEB SITE**  
To consider which items to publicise.

**Woodley Detached Report March 2017**

The skate park is starting to get busier in the afternoons and we have had a few games of football recently with those we know well and new young people joining. We hope to continue building new relationships with them during the coming months.

There is ongoing work happening on the shelter. The local PCSO's have helped and this has been really positive for their relationships with young people. It has also been a great way to interact and teach the young people about teamwork and what you can achieve with hard work and dedication

We have the key for Loddon Mead and are in discussions with Richard (councillor) about organising an art project there. We are really looking forward to developing this site and that project with the young people. There is an exciting season ahead. We have secured half the funding for the container café and are also very hopeful that we will get the other half of the funding from the Co-op Community Fund and we should hear back from them this month. We are planning to apply to Sports England for the parkour equipment but this fund is very oversubscribed so we are also looking at other potential funders.

There has been some anti social behaviour happening around Woodley involving bins overturned in the precinct and Woodlands Avenue and the new development (Gardenia Close) – where we continue to visit. We have worked really closely with the PCSO's and have talked to some young people with the PCSO's which encourages and builds positive engagement. Several young people have been offered sessions at Rehoboth so we can provide some more intense support for them.

Our newest project is based in Woodley! You might have heard that JAC are raising and applying for funds to buy a house for a new project – Journey into independence. This house will be a home for 2-3 vulnerable young people, 18 plus, who need support in the transition to independent living. JAC will be working in partnership with other organisations in Woodley to tailor bespoke support packages for the young people who will be placed with us. It has always been on JAC's radar to provide accommodation since the charity was founded and one of our donors has offered to sell us her house for £100,000 below market value. We need to raise another £200,000 and so far have raised £35,000.

Woodley Town Council

## **JUST AROUND THE CORNER – SERVICE LEVEL AGREEMENT**

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

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#### **Purpose of Report**

To inform Members that the Service Level Agreement (SLA) with Just Around the Corner (JAC) expired at the end of March 2017 and to provide information to Members for the consideration of a further three year Service Level Agreement for the provision of outreach youth work in the town.

#### **Background**

The Town Council and JAC have operated a Service Level Agreement for the provision of outreach youth work in Woodley since October 2001. Within the agreement the Council, as a working partner with JAC, has also bought into the wider service that JAC provides to the community (e.g. links in schools, community, equine assisted learning, outreach work in the town centre). Under the terms of the agreement, the annual payment to JAC has increased by the Retail Price Index each year and in this, the final year of the agreement, the sum is £23,218.

#### **Information**

The service provision terms of the previous agreement have been met by JAC and the service continues to be relevant and productive in providing support to young people and in responding to requests that are made for the teams to work in areas identified by the Town Council. Projects. In particular the skate/wheeled sports spot and the proposed parkour/bmx activities under the A3290 next to Loddon Mead have been supported by both parties. Review information of the three years to 2017 is attached at **Appendix A**.

The Town Clerk and representatives of JAC have reviewed and revised the proposed Service Level Agreement. Information about the charity, its funding and the SLA payment arrangements have been updated. JAC will continue to provide and present reports to each meeting of the Leisure Services Committee and to act as an advocate of young people to the Council. The general terms proposed are similar to the previous agreement and concentrate on funding outreach youth work while buying into the more qualitative work that JAC carries out to support young people. One amendment is being made to the service provision and that is to recognise that the detached youth work sessions can include referrals of Woodley young people to JAC's Rehoboth Centre for more in depth mentoring as well as working with young people on the Parkour project at the proposed Parkour site at Loddon Bridge Road. The proposed three year agreement from 2017 – 20 is attached at **Appendix B**.

#### **Financial Implications**

The terms of the proposed new agreement include an annual increase each April in line with the Retail Price Index as at March of that year. For 2017/18 the Council has budgeted £23,915, an increase of 3%, over the 2016/17 cost. The actual figure will depend on the Retail Price Index increase in March 2017.

#### **Recommendations:**

- ◆ **That Members note the contents of the report.**
- ◆ **That Members approve the Service Level Agreement for 2017-20 between the Council and Just Around the Corner, as presented.**

<b>Aim</b>	<b>Evaluation Process</b>	<b>Review information</b>
<p>Provide 3 sessions per week including a Friday and/or Saturday evening a typical session is 3 hours long (a session will be a minimum provision of 2 people on foot but is likely to include the mobile facility as deemed appropriate by Team Leader)</p>	<p>Five reports a year to the Community Services Committee (or similar appropriate committee) at Woodley Town Council giving details of sessions provided, geographical areas covered and recent trends in behaviour and social issues.  Evaluation of service by users of JAC facility</p>	<p>JAC has confirmed that 3 sessions a week have been provided and that these included a Friday and/or a Saturday.  A representative from JAC has attended the Community Services Committee/Leisure Services Committee meetings over the past 3 years to present a written report. Written reports have been provided to all but one meeting of the committee over the period of the service level agreement, giving the details required (sessions, trends).</p>
<p>Respond to requests from Woodley Town Council and police to work in a particular area of need</p>	<p>Feedback given in reports to WTC regarding action taken by JAC</p>	<p>JAC has responded to all requests to work with young people at various places in Woodley including the town centre, Gardenia and WPLC. JAC has also worked with PCSOs and young people to repair the youth shelter in Woodford Park. The Camel has regularly parked at the skate spot on Wednesdays, late afternoon.</p>
<p>Be an advocate for young people enabling them to bring their needs and concerns before the Council</p>	<p>Records of issues taken to WTC and action taken. Evaluation by young people on advocacy process</p>	<p>JAC assisted the Council by providing feedback from young people on the suggestions for the use of the area under the A3290, next to Loddon Mead and will be developing the project with young people onsite (subject to permissions being given).  JAC has been an advocate for young people with various authorities and with parents and has carried out an evaluation of this area of work.</p>

Liaise with other youth service providers in the area through monthly networking meeting and TASKING meetings	Record of attendance at meetings, evidence of joined up working strategies and provision of holiday programmes.	JAC has liaised with the Youth Service, Church youth workers, Children and Adolescent Mental Health Service, Family First/Youth Offending Service.
Liaise with Woodley Town Council on detached sessions, overview of the wider service and development plans of the Charity	Regular meetings with representative of WTC. Provide contact numbers annually. Provide annual audited accounts to the Council to be provided to relevant committee.	JAC has updated the Council through attendance at CS and LS Cttee meetings through the term of the agreement. Annual contact numbers have been provided and councillors have been invited to JAC's AGM. Annual audited figures to be provided. JAC also makes regular contact with officers to give updates and discuss matters relating to local young people.
Be an active member of an appropriate youth forum	Record of attendance	A representative from JAC has attended 11 out of a possible 13 meetings of the Council's Youth Working Party/Community Youth Partnership

## **Service Level Agreement between Woodley Town Council and Just Around the Corner (JAC)**

**This is an agreement between Woodley Town Council and the Just Around the Corner charity (JAC) for the provision of detached youth work and other work with young people and their families in the Woodley parish.**

**Period of agreement:** Three years from 1 April 2017 to 31 March 2020

### **Background**

JAC is a registered charity working with young people in Woodley and the surrounding areas. It was established in 1998 under Charity No. 1072600 and on 21 December 2008 was re-registered as a Charity Limited by Guarantee under Charity No. 1127691 and Company No. 6777752.

JAC has become a recognised and valued organisation working with young people and their families in the community. JAC gained the Queens Award for the Voluntary Sector 2008. Over the years JAC has gained the trust and support of the young helping them to make positive choices in their lives by providing appropriate education and information on issues relevant to them. JAC also works with other youth work organisations and statutory agencies.

Over the years JAC has responded to the changing and growing needs of the community and developed a number of different streams to complement the detached youth work. These include -

- ❖ Schools work: Emotional Literacy groups in school, mentoring, and Equine Assisted Learning (EAL) sessions at the stables
- ❖ Family work: Emotional support, parenting support, mediation and Family First initiatives including restorative practice.
- ❖ Project work: Engaging with young people through interests and hobbies to contribute to their community i.e youth shelter, skate parks, parkour, etc.
- ❖ Horticultural and craft work: gain skills and develop interests
- ❖ Mentoring: One to one and group work
- ❖ Equine Assisted Learning: a place where young people can work with horses at various different levels -
  - Time out to be with the horses, volunteer at the yard and learn to ride;
  - Training in Equine studies working towards a AQA Unit Award Certificates in Stable Management, NVQ 1 -3 in Horse Care and BHS qualifications;
  - EAGALA (Equine Assisted Growth and Learning Association – <http://www.eagala.org/uk>), JAC has trained specialists who use a holistic approach to therapy, development and learning.

### **Detached youth work**

JAC is able to be completely flexible in the service it provides, allowing the session to happen anywhere at any time; this service ranges from a detached team on foot, the JAC van (Camel) or a combination of these. A detached team (minimum of two youth workers) providing the first point of contact. The Camels, two purpose built mobile units, provide a safe meeting place, multi-media centre,

refreshments, toilet and kitchen area. The Camels enable quick and easy set up ideal for roaming and small group work as well as catering for larger numbers.

The flexibility of the mobile units enables JAC to respond to the needs of young people and to requests from Woodley Town Council and the police. The Camel can be set up wherever groups of young people meet providing a safe environment and opportunity to work on relevant issues.

When issues have been identified through detached work young people can be referred to one-one mentoring sessions, Emotional Literacy groups in school or after school or EAL sessions at the Rehoboth Centre.

**The above service provision details may be changed, subject to the agreement of both parties.**

This Agreement will have the “**added value**” of Woodley Town Council benefiting from the wider service that JAC provides to the community as outlined below.

- ❑ Community Outreach work in Woodley Precinct on Thursday mornings.
- ❑ Links with Schools, Parenting Teams and Social Care providing one-to-one and group work for vulnerable young people.
- ❑ Mentoring programme for young people.
- ❑ Parenting and family support groups.
- ❑ Support Plan delivery for vulnerable young adults.
- ❑ Specific projects aimed at helping young people feel part of the community.
- ❑ Consultation with residents of Woodley regarding youth and community issues.
- ❑ JAC’s Fundraiser identifying and working with WTC to secure funding for Woodley Parkour project.
- ❑ Development of ‘Journey to Independence’ Home in Woodley for vulnerable young people.

Aim	Evaluation Process
<p>Provide 3 sessions per week including a Friday and/or Saturday. One session provision in a week can include referrals of Woodley young people met through detached work to Rehoboth Centre for more in depth mentoring and Parkour development work with Woodley young people, where appropriate. (A session will be a minimum provision of 2 people on foot but is likely to include the mobile facility as deemed appropriate by Team Leader.)</p>	<p>Five reports a year to the Leisure Services Committee (or similar appropriate committee) at Woodley Town Council giving details of sessions provided, geographical areas covered and recent trends in behaviour and social issues.</p> <p>Evaluation of service by users of JAC facility.</p>
<p>Over the next 3 years develop the Parkour project (permissions – lease agreement and planning permission – depending) to include consultation with young people and WTC to install a facility at Loddon Mead.</p>	<p>Consultation report. Progress reports to WTC meetings. Facility building in place. Evaluation reports from young people about suitability and further developments.</p>



(WTC to secure lease on WBC land.)	
Respond to requests from Woodley Town Council and police to work in a particular area of need.	Feedback given in reports to WTC regarding action taken by JAC.
Be an advocate for young people enabling them to bring their needs and concerns before the Council and other agencies as appropriate.	Records of issues taken to WTC and other agencies – outcomes noted and reported to Leisure Services Committee.
Liaise with other youth service providers in the area.	Record of attendance at meetings, evidence of joined up working strategies.
Liaise with Woodley Town Council on detached sessions, overview of the wider service and development plans of the Charity.	Regular meetings with representative of WTC. Provide contact numbers annually. Provide annual audited accounts to the Council to be provided to relevant committee.
Be an active member of Community Youth Partnership	Record of attendance.
Work in partnership with WTC to seek funding for Parkour project.	Record of funding applications made and finances received.

**Review**

The service will be evaluated regularly with a full evaluation carried out by both parties to the agreement at the end of each year of operation (in March) when any new or changes aims and goals will be identified for the next year.

**Termination clause**

If for any reason the service identified is no longer able to be provided to the satisfaction of the partners, the agreement may be terminated, subject to three months notice by either party.

**Payment**

For the first year of the agreement (1/4/17 to 31/3/20) payment by Woodley Town Council to Just Around the Corner will be as follows:

The sum of £23,218 paid in respect of the previous agreement for the period 1/4/16 to 31/3/17 shall be increased to a sum which bears the same proportion as the Index for the month in March 2016 bears to the base figure of 261.1 being the Index figure for the month of March 2016.

For each subsequent period of 12 months commencing 1 April 2018 the annual payment from Woodley Town Council to Just Around the Corner shall be increased to a sum which bears the same proportion to the sum of £223,218 as the Index figure for the month of March 2016 in each year bears to the base figure of 261.1 being the Index figure for the month of March 2016.

The Index shall mean the Retail Prices Index All Items as published by the Office for National Statistics.

Payment shall be made quarterly, in advance.

**Contacts:**

Just Around the Corner – Sam Milligan  
Woodley Town Council – Deborah Mander

Signed on behalf of Woodley  
Town Council

Signed on behalf of Just Around  
the Corner

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Name

Name

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Date

Date

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## Appendix

**Training**

JAC values its volunteers as the richest resource it has and is committed to training all staff and volunteers to be fully equipped for the work they do and to encourage them to develop their skills in particular areas of interest. All staff are trained in detached youth work, emergency first aid Emotional Literacy and listening skills. Additional training is offered in counselling and other specialized areas as determined by the needs identified.

**Support and Funding**

JAC is financially viable due to the wide range of funding streams of which Woodley Town Council's SLA is extremely important; this has enabled JAC to focus a large amount of resources to the town of Woodley. Other support and funding is received from "paid for services", donations from churches and individuals, other Town Councils, grants and Trusts. JAC works closely with other agencies such as the Police, Social Care, Churches, Schools and ARC.

**Board of Trustees of Just Around the Corner as at September 2016 AGM**

Andy Walker (Chair)

Jane Houghton (Secretary) – Woodley and Family representative.

Iain Bisset – Wokingham and Pastoral representative

Chris Doughty – Earley representative

Nigel Preston – (Finance)

and

Consultant Safeguarding: Susan Woolfenden

**LEISURE SERVICES COMMITTEE**

**BUDGETARY CONTROL 2016/17**

**Report No. LS 9/17**

<b>EXPENDITURE</b>	<b>Original Budget 2016/17</b>	<b>Revised Budget 2016/17</b>	<b>Actual Exp as at 29/2/16</b>	<b>Actual Exp as at 28/2/17</b>	<b>Actual Exp as % of Budget</b>	<b>Information</b>
<b>Woodford Park LC</b>	280667	290555	244610	250469	86.2	Coaching, uniform, rates, water, phone and fire equipment costs over 92%. Other costs under. Fuel very low - billing issues.
<b>3G Pitch</b>	18500	14188	0	13546	95.5	£12,000 transferred to earmarked reserve, other costs on maintenance.
<b>Grounds Maintenance</b>	23628	25954	22592	24006	92.5	Protective clothing, fire equipment, refuse costs, over 92%. Other costs under.
<b>Football</b>	16951	15472	15342	12259	79.2	No expenditure on grass seed - reduced grass pitch use.
<b>Cricket</b>	8491	8501	7546	7383	86.8	Low expenditure on grass seed and none on equipment.
<b>Bowling Green</b>	10562	10535	9722	9321	88.5	Low expenditure on grass seed.
<b>Woodford Park</b>	27093	25792	24324	21871	84.8	Water rates over budget, all other costs under 92%.
<b>Memorial Ground</b>	7522	7211	6708	6396	88.7	Low expenditure on grass seed.
<b>Garden of Remembrance</b>	5244	5462	4629	5011	91.7	Inscription costs over 92% (demand led).
<b>Play areas and open spaces</b>	12616	10813	10697	9508	87.9	Low expenditure on play equipment repairs.
<b>Coronation Hall</b>	30309	32427	27274	30637	94.5	Staff, rates and certification costs over 92% - payment of licences made covering part of previous year. Water rates costs very high following cistern problems, now repaired.
<b>Chapel Hall</b>	19464	19303	16085	17671	91.5	Staff, rates and certification costs over 92% - payment of licences made covering part of previous year. All other costs under.
<b>Allotments</b>	16805	16040	15560	14506	90.4	Lease paid in full - all other costs under 92%.
<b>Amenities</b>	10438	9373	7289	9373	100.0	Streetlighting repairs costs over 92% at this point.
<b>Events</b>	6692	11836	2541	9332	78.8	Grant paid to Woodley Carnival in full, funds for the Mayor's reception yet to be paid.
<b>Public toilet</b>	7864	0	0	0	0.0	Toilet not yet installed.
<b>Youth Services</b>	26820	26318	23255	26218	99.6	Quarterly payments to Just Around the Corner Service Level Agreement paid in advance.
<b>Capital and Projects</b>	75700	81575	38591	59343	72.7	Most of loans are paid in September and March, loan for 3G pitch payable in June and December.
<b>TOTAL</b>	<b>605366</b>	<b>611355</b>	<b>476765</b>	<b>526850</b>	<b>87.0</b>	

Month 11 - 92%

<b>INCOME</b>	<b>Original Budget 2016/17</b>	<b>Revised Budget 2016/17</b>	<b>Actual Inc as at 29/2/16</b>	<b>Actual Inc as at 28/2/17</b>	<b>Actual Inc as % of Budget</b>	<b>Information</b>
<b>Woodford Park LC</b>	215961	238997	205991	234687	98.2	All sports income lines over 92%. Gym income on track following opening in January 2017.
<b>3G Pitch</b>	40500	39422	0	39186	99.4	Pitch use over the summer months plus 5 months of the season.
<b>Grounds Maintenance</b>	1237	1000	1154	897	89.7	Income from Earley TC - grass cutting at Bulmershe Park.
<b>Football</b>	10500	6500	8744	5800	89.2	Hire of grass pitches lower than previous year - fewer teams playing.
<b>Cricket</b>	3375	3478	3214	3778	108.6	Season ended September.
<b>Bowling Green</b>	6848	6935	6770	6936	100.0	Season over.
<b>Woodford Park</b>	3000	4358	5194	4358	100.0	Three fairs and 1 circus visits.
<b>Memorial Ground</b>	111	272	109	272	100.0	No more bookings anticipated this year.
<b>Garden of Remembrance</b>	800	1083	800	1190	109.9	Demand led.
<b>Play areas and open spaces</b>	0	0	0	0	0.0	
<b>Coronation Hall</b>	28000	31000	29848	30170	97.3	Additional bookings
<b>Chapel Hall</b>	30090	33500	30744	34193	102.1	Additional bookings
<b>Allotments</b>	10566	10515	8366	9778	93.0	Some late payers and plots given up. New tenants taken over - additional income anticipated in March.
<b>Amenities</b>	0	0	0	0	0.0	
<b>Events</b>	0	0	0	0	0.0	
<b>Public toilet</b>	728	0	0	0	0.0	
<b>Youth Services</b>	0	0	0	0	0.0	
<b>Capital and Projects</b>	0	0	0	0	0.0	
<b>TOTAL</b>	<b>351716</b>	<b>377060</b>	<b>300934</b>	<b>371245</b>	<b>98.5</b>	
<b>NET</b>	<b>253650</b>	<b>234295</b>	<b>175831</b>	<b>155605</b>	<b>66.4</b>	

Month 11 - 92%

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

### **REPORT OF THE LEISURE SERVICES MANAGER**

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#### **PURPOSE OF REPORT**

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

#### **SPORTS DEVELOPMENTS AND EVENTS**

##### **Woodley Schools Sports Week 2017**

The activity timetable for this year's Sports Week, which will take place w/c 22<sup>nd</sup> May, has now been circulated to all local primary schools. The events remain largely unchanged from last year with the exception of the swimming pool activities at Bulmershe Leisure Centre, which are yet to be confirmed. The events being managed by Town Council staff this year are:

- The Opening Ceremony Dance Festival (the theme this year is "musicals")
- The Cecil "Trem" Trembath Kwik Cricket Tournament
- The Year 3 Paralympic Festival
- The Year 5 and 6 Swimming Gala (Tbc following discussions with 1Life)
- The Year 1 Multiskills Festival
- The Year 4 Diamond Cricket, Tennis and Athletics Festival
- The Year 2 Aquasplash Festival (x2, Tbc following discussions with 1Life)

Students from The University of Reading will also be assisting with the Diamond Cricket, Tennis and Athletics event this year as part of their teaching course. Across the full week it is expected that around 2,500 children will take part in Woodley Sports Week 2017.

##### **Woodley 10km and Junior 2.5km 2017**

Barnes Fitness will be "running" the Woodley 10km for the second year in a row on the morning of Sunday 7<sup>th</sup> May. In addition to the 10km, 2017 will also see the rebirth of the Junior 2.5km run, which will take place within the grounds of Woodford Park and the Memorial Ground before the 10km adult run. Some other key points regarding the current organisation of the events are bulleted below:

- As of 16<sup>th</sup> March, just under 200 runners have already entered the 10km run.
- The race route for the 10km remains unchanged from last year.
- Barnes Fitness are currently finalising the traffic management plans for the event and are in communication with both Wokingham Borough Council and Thames Valley Police.
- Marshall placement around the route is being finalised and Barnes Fitness are still searching for as many volunteers as possible to help marshal both runs.
- Brown Bag will be in attendance again to sell hot food (bacon rolls) and drinks.
- Both Woodley Saints and Woodley United have expressed an interest in manning the water stations around the course (provisional plans are in place for two water stations).
- Matt Gaeton (Sports Officer) will again be helping with the warm up prior to the run.
- Barnes Fitness will be donating £1 from every entry to the Mayor's charity – Launchpad.

The only major issue facing Barnes Fitness at present is the lack of a major sponsor for the 10km run, which is causing a delay to the ordering of various marketing materials and medals.

## **WOODFORD PARK LEISURE CENTRE**

### **The Gym on the Park - Update**

At the time of writing this report The Gym on the Park has 285 members. The gym and associated fitness classes are proving popular and the recent additions of PiYo (a fusion of Pilates and Yoga) and Toddler Dance (a session that allows gym members to drop off their toddler and use the gym for the duration of the class) have further improved member feedback. An example of which is below:

*"I am also a member at Nirvana Spa and use Pulse 8 ...., the Woodford Gym is so close and handy that I hope to use it a lot in school term.*

*The Weights rack and dumbbells are the best I have seen in using gyms for 27 years, the floor is excellent and the benches importantly decline as well.*

*The machines are OK, the lat pull down gives the freest range of motion.*

*Overall I have to commend you on a great layout ...., the showers are very good as well. Great value for £25 a month."*

Of course, we have also received some constructive feedback on how to further improve our service. Frequent requests include a solution to the glare issue through the main gym window which can impede exercise on the machines close by and the introduction of a clear gym etiquette to ensure that all gym members remain considerate of one another, and the fitness equipment, at all times.

We also regularly receive requests for additional exercise classes and so April 2017 will see the launch of a new class for over 50's named "Silver Circuits" as well as the purchasing of various new fitness accessories for use within the gym itself. The addition of silver circuits to our exercise timetable will mean that we now run 27 weekly adult activities at Woodford Park Leisure Centre (22 of which members of The Gym on the Park can attend free of charge).

A light-hearted member newsletter is also currently in circulation which will be regularly produced to keep members up to date with gym related developments and interesting member stories . We are also posting regular updates on our social media channels and these are receiving a good amount of interaction from both gym members and the public.

### **Easter Holiday Activities**

As normal, Woodford Park Leisure Centre will be offering a variety of children's activity camps across the Easter holidays. These will include two Trampolining Camps, Karate Camp, Smash Up Badminton Camp and a mixed activity Toddler Taster Camp.

There will also be a new camp being trialled at Easter named "Funky Fitness Camp", where children between the ages of six and twelve years old will get the opportunity to try out various exercise classes that have been adapted to be suitable for children. The primary aim of this camp is to help introduce more structured exercise to children at a young age with the hope that the enjoyment and confidence to exercise will remain throughout later life. This camp is also free for members of The Gym on the Park.

## **RECOMMENDATIONS**

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

Woodley Town Council

**PARKS AND BUILDINGS**

**REPORT OF THE DEPUTY TOWN CLERK**

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**Purpose of Report**

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

**Vandalism**

A substance believed to be Acetic Acid was been poured on the parts of the cricket green over the weekend 25/26 March – damaging the grass in some areas. A container was found in the vicinity and disposed of by the Grounds Team.

**Woodford Park Leisure Centre**

Remedial works to the roof are being assessed following the discovery of damaged joists in the roof structure in the lobby area. The roof has been inspected by a structural engineer and is temporarily supported with acrow props as a cautionary measure - pending the installation of a new steel joist. Prices are currently being sought for this work.

**Woodley Pre-school building proposal**

The pre-school is currently considering whether to proceed with the project at this time using grant funding awarded by the Department of Education and distributed by Wokingham Borough Council. The funding criteria require projects to be complete by the end of August 2017 although the terms and conditions were only received by the pre-school at the end of March. The timescale for project completion is considered to be unrealistic and the pre-school cannot embark on a substantial project if there is a risk that the funding may be withdrawn if the project is not completed in time.

**Energy accounts**

The electricity accounts for all buildings have now been transferred out of the Wokingham contract following the erroneous transfers which happened in April 2016. These accounts were transferred out of the Town Council's control and grouped with the Wokingham Borough Council contracts. The Town Council now has its own contract in place following a competitive quoting process through an energy broker.

It was agreed that Wokingham Borough Council would pay the bills on these accounts for the period April 2016 – March 2017, and invoice the Town Council for the same amount. This invoice has now been received.

**Malone Park**

One silver birch, which had grown through the chainlink perimeter fence and has damaged the timber fence of a neighbouring residence has been removed.

The Maintenance Team has refurbished the seating and repaired damaged sections of fencing in the play area.

**Woodford Park Lake**

Consultation days were held in the park on 6 and 8 April. The project plan and consultation questionnaire has also been on the Council website for some weeks. Comments and suggestions will be considered and the plan amended/adapted where necessary. The results of the consultation will be reported to this committee.



The next stage of the project will be to finalise the proposals and seek tenders based on a detailed specification.

### **Friends of Woodford Park**

The group is drawing up plans for further planted beds on the Memorial Ground – alongside the Oakwood Centre and is continuing with clearance work to the copse area near the Garden of Remembrance.

Notes of the meeting of the group held on 7 March 2017 are attached at **APPENDIX A**.

### **Recommendations**

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

## Friends of Woodford Park Meeting Six

**18.30- 20.15, 7<sup>th</sup> March 2017**  
**Meeting Room, Oakwood Centre, Woodley**

**Attendees:**

David Provins, Chair (DP), Alison Provins (AP), Penny Banks (PB), Rosie Bell (RB), Sheila Cooper (SC), Sheila Cooley (SCo), Fraser Cottingham (FC), Carolyn Davies (CD), Morag Frost (MF), Brian Hughes (BH), Joan Hughes (JH), Bob King (BK), Jan King (JK), Brenda Murphy (BM), Kevin Murray (KM), Lynne Reed (LR)

No.	Item	Action
1.	<b>Apologies :</b> Martin Aust (MA), Ann Brown (AB), Catherine Evans (CE), Elaine Shone (ES), Shelagh Flower (SF) <b>Introductions :</b> Welcome to Fraser Cottingham, Sheila Cooper, Sheila Cooley, Carolyn Davies	
2.	<b>Approval of the Minutes of the Previous Meeting:</b> Approved.	
3.	<b>Outstanding Actions:</b>  <b>C/F</b> <b>Action 4.1 KM to keep us updated on Park Warden Role. FOWP to put on Streetlife.</b> <b>Action 6.1 KM to keep group updated on progress of lake improvements.</b> <b>Action 4.3 KM to keep group updated re signage and Green Flag application.</b> <b>Action 5.1 KM to ask Sam (JAC) to be in touch with FOWP.</b>  <b>NEW</b> <b>Action 4.4 KM to update group on progress re new wooded area.</b> <b>Action 5.2 KM to update FOWP when dog bags are available.</b> <b>Action 5.3 DP/KM to meet and discuss equipment needs (water/electric/toolbox)</b> <b>Action 5.4 DP/KM to meet with park staff and discuss the tree project.</b> <b>Action 5.5 DP to speak with park team re shrubbery &amp; update FOWP.</b> <b>Action 5.6 All to spread the word about FOWP and encourage new members.</b> <b>Action 6.1 KM to see why Remembrance Garden gate has no working lock.</b> <b>Action 6.2 KM to investigate flooded paths</b> <b>Action 6.3 DP to provide dates for gardening and maintenance working groups</b> <b>Action 6.4 KM to look into a solution for the missing fences at the entrances.</b>	Closed Agenda 4 Agenda 4 Closed  Agenda 4 Closed Agenda 5 Agenda 4 Closed On-going Agenda 4 Agenda 4 Closed Closed
4.	<b>Update from Town Council representative - Kevin Murray</b>  <b>Volunteer Park Warden</b> Action 4.1 is now closed. <b>KM</b> was pleased to announce that a Park Warden has been appointed. Paul Morris will volunteer for 5-10 hours a week. He will assist with litter picking and will educate those who continue to let their dogs foul in the park. He will be accompanied by his own dog so it is hoped that fellow dog walkers will listen to him. He has a supply of bags to offer to anyone who has forgotten theirs and so action 5.2 is also closed. Paul was unable to join the meeting today but hopes to attend in future.  <b>Lake</b> A gazebo will be set up by the lake on Thursday 6 <sup>th</sup> and Saturday 8 <sup>th</sup> April 2017. <b>KM</b> and his colleagues will talk to residents about the plans and seek their views. Further information is on the Woodley Town Council website and available at the Oakwood Centre. The consultation will be advertised in the Woodley Herald. Questions relating to the lake have also been asked in the recent Residents Survey. It would be great if FOWP could be available to assist at the stand as it will be a good place to get ideas and recruit new members. A pictorial plan of the proposals was distributed. <b>FC</b> requested that all work could be done outside of	

	<p>the nesting season and voiced his concerns about the boardwalk which may be detrimental to wildlife and encourage rubbish. He would welcome a fenced off area to allow children to feed the ducks without being disturbed by dogs. <b>BM</b> suggested that the barriers around the lake would look more effective if they were the type that can have plants in them.</p> <p><b>KM</b> said that one immediate issue was silt which would be dealt with by the addition of chalk. <b>BH</b> asked where the lake water came from and if this could be the source of the silt. <b>KM</b> explained there is a single point of entry from a surface water sewer relating to Reading Road. <b>FC</b> asked if an ecology report had been done and if the lake housed many newts or other amphibians. <b>KM</b> confirmed it had but sadly wildlife was low in numbers hence the need for major work. On a positive note <b>CD</b> said she had seen large fish and <b>FC</b> confirmed that the presence of Heron and Cormorants suggested healthy fish stock.</p> <p><b>Action 6.1 KM to keep group updated on lake improvements</b> (FOWP Facebook page has had over 750 hits about the lake)</p> <p><b>Green Flag Application and Signage</b> The Green Flag award is given to those who meet a national standard for park areas. It covers a broad range of topics from waste management to community use. <b>KM</b> hopes he will have official feedback on our application in June. He noted that we should do well because of the diverse groups that use the park but also acknowledged that this does put pressure on the upkeep. Signs have been a little delayed as there is now a new WTC logo but should be in place soon. A new lockable notice board should also be put up in this financial year.</p> <p><b>Action 4.3 KM to update group on feedback received re Green Flag application &amp; signs</b></p> <p><b>JAC (Just around Corner)</b> <b>DP</b> and <b>KM</b> have been talking to <b>JAC</b> which is a group that meet in the park on Fridays. At this stage there are no immediate plans for us to work together and action point 5.1 is closed but we will keep talking.</p> <p><b>Memorial Tree Project</b> It is intended to plant a number of memorial trees along the path by Coronation Hall. Terms and charges are being investigated by <b>KM</b> and will be communicated to the group in due course. <b>MF</b> asked if there was a decision on the variety of tree yet but it was confirmed that this was still to be decided. <b>CD</b> highlighted that the Woodland trust often give away free trees but <b>FC</b> advised that you could not choose the variety and so this was unlikely to be a suitable option.</p> <p><b>Action 5.4 KM to update group on Memorial Tree project</b></p> <p><b>Flooded Paths</b> <b>BK</b> asked if there was any progress in respect of the existing paths that regularly flood as per action 6.2 <b>KM</b> confirmed plans were in place to resolve these so this action is closed for the moment.</p> <p><b>Railings by entrances</b> <b>KM</b> confirmed that these will be reinstated soon due to a number of 'near misses'. They will allow full disability access. Action 6.4 closed.</p> <p><b>Wooded Area by Lake</b> Discussions are progressing and <b>KM</b> will update the group at the next meeting. It is the intention to open up an area of the maintenance yard for public access although it may require some landscaping. Once complete this will be an area that FOWP may be able to plant up with woodland plants. <b>MF</b> commented on the lovely Scots Pines that grow in this area and <b>DP</b> suggested a new seating area would be ideal here.</p> <p><b>Action 4.4 KM to keep group updated on wooded area by lake.</b></p>	<p>KM</p> <p>KM</p> <p>KM</p> <p>KM</p> <p>KM</p>
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<p>5.</p>	<p><b>Discussion Topics</b></p> <p><b>Our First Anniversary</b>  <b>DP</b> advised everyone that it was exactly one year ago that the group first met. He thanked those who had been there from the start and welcomed new faces. The group now has 33 members and continues to grow.</p> <p><b>Annual Financial Accounts</b>  A summary of the financial situation was distributed. The group is reliant on donations, grants and sponsorship and aims to operate with minimal expenditure. The group was reminded of the initial generous sponsorship received by the Hicks Group Ltd and Just Tiles Ltd as this enabled the creation of the Queen's Birthday Garden. Woodley Town Council awarded the group a community grant of £250 which will be used for the tool shed and the Rotary Club donated £150 which was spent on the brush-cutter. An appreciative resident donated £10. Expenditure continues to be low with most tools donated and many plants also given to the group for free. The bank balance therefore stands at £592 of which £342 will be used to maintain and expand the Queen's Birthday Gardens and £250 for the tool shed.</p> <p><b>DP</b> was delighted to announce that just before the meeting he was given a letter advising that Woodley Town Council would be awarding the group a further community grant of £500. The group expressed their thanks to WTC and everyone agreed that many residents would benefit as so many people say how much they appreciate the efforts of FOWP.</p> <p><b>'It's your Neighbourhood' 2017 application</b>  <b>DP</b> confirmed that FOWP would be entering this free competition again. The judging panel are likely to visit June/July and so everything needs to be looking good by then. The judges will be looking for evidence of community involvement and so it would be great if group members can come along on the day.</p> <p><b>Action 5.7 DP to advise group of judging date when known</b></p> <p><b>Shrubbery, the work continues</b>  A work group has been clearing the area by the Western Avenue entrance. This will continue. It seems not everyone has been on the mailing list for this.</p> <p><b>Action 5.8 DP to send details of working groups to all although no pressure to attend!</b></p> <p><b>Preparing for summer (tools, watering and weeding)</b>  The tool shed will be placed near to the Oakwood centre to minimise vandalism. It should be in place by the summer and will mean that those on the working party will be able to access the tools, hosepipe etc at anytime. It was acknowledged that this isn't ideal when working at other locations around the park but seems to be the only solution.</p> <p><b>Action 5.9 DP to advise group when shed and tools are on site.</b></p> <p><b>Our next Projects</b>  A discussion took place about how to attract younger people to the group. <b>MF</b> suggested contacting the Guides or Cadets. <b>LR</b> suggested posting on Memories of Woodley, MumsNet or the Facebook pages of local schools. <b>CD</b> suggested posting on Woodley Chats and Rants. <b>BH</b> suggested contacting the Scouts. <b>BK &amp; JH</b> suggested that some of these groups might like to help with putting up bird boxes, bat boxes and insect houses.</p> <p><b>Action 5.10 All to advise DP of people they can contact at any of above groups (or others).</b></p> <p><b>BK &amp; JH</b> suggested putting up bird boxes, bat boxes and insect houses.</p> <p><b>SC</b> suggested approaching the 'Park Runners' to see if they can help the group.</p> <p><b>DP</b> showed a plan of how he intends to expand the 'Queens Birthday Garden'</p> <p><b>LR</b> asked if the group could plant up the large tubs outside the Brown Bag as their height would make them ideal for those with limited mobility. All acknowledged that there was a risk of plants being stolen and so careful thought would need to go into what was planted.</p> <p><b>MF &amp; BK</b> asked if there was any progress on the garden for Optalis. <b>KM</b> confirmed an offer had been made to them but as yet they had not contacted him so this is on hold for the moment. <b>BH</b> mentioned that he volunteers with Thrive and could seek their guidance if this was to proceed.</p>	<p>DP</p> <p>DP</p> <p>DP</p> <p>ALL</p>
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APPENDIX A

	<p><b>MF</b> said that the park staff had mentioned that the tubs near the Leisure Centre were in need of attention. <b>DP</b> said he had spoken to them and there was not enough soil in them and so it was not possible to plant these up in the short term.</p> <p><b>LR</b> reminded the group that they had considered a community herb garden.</p> <p><b>Action 5.11 DP to consider all suggestions and update group on next project.</b></p>	DP
6.	<p><b><u>AOB</u></b></p> <p><b>Footpath across Memorial Ground</b> - there are still mixed views form the group on this. <b>LR</b> and others would prefer it if people were encouraged to walk around the edge of the park feeling that a better path around the entire perimeter would encourage this. <b>BH</b> and others feel people will always walk across the centre and suggested the use of artificial grass. <b>BK</b> suggested the use of paving blocks that allow the grass to grow through them.</p> <p><b>Dog Poo</b> - <b>MF</b> mentioned that the problem seems to have reduced and <b>LR</b> confirmed that the park now compared well to the problems seen at Dinton Pastures. It was felt that it would be a good idea to do a follow up survey to check if the numbers would reflect an improved picture. <b>Action 6.2 DP/MA/MF and Pail Morris to talk about a follow up dog survey</b></p> <p><b>Crocus</b> - <b>MF</b> reminded everyone to have a look at the new crocus area by Haddon Drive which is now looking good. Thanks were given to all those who helped with the planting.</p> <p><b>Remembrance Garden</b> - <b>LR &amp; DP</b> expressed concern about a large planter that has appeared as other families could follow this lead and there is simply not enough room. There also appears to be a growing number of plastic trinkets, flowers etc. <b>KM</b> confirmed that a new sign has gone up and that the team do remove decaying items but agreed he would investigate. <b>CD</b> asked about the fountain but unfortunately there is no longer any water supply and so this can't be reinstated. <b>DP &amp; CD</b> said that the gate was still not being locked and <b>KM</b> will also review this. <b>Action 6.1 KM to see why gate is not being locked.</b></p> <p><b>Thanks to Kevin Weller</b> - <b>MF</b> advised the group that our Head Groundsman would sadly be leaving after 39 years service. She praised his contribution over this time and noted how his experience will be missed. <b>KM</b> echoed her comments and confirmed that the post was being advertised.</p> <p><b>School Poster Competition</b> <b>LR</b> updated the group on her plans and will take this forward and keep the group updated. <b>Action 6.3 LR to keep group updated</b></p>	<p>KM</p> <p>LR</p>

Summary of Actions	Deadline
<p><b><u>C/F</u></b>  <b>Action 6.1 KM to keep group updated on lake improvements.</b>  <b>Action 4.3 KM to update group on feedback received re Green Flag application &amp; signs</b>  <b>Action 5.4 KM to update group on Memorial Tree project</b>  <b>Action 4.4 KM to keep group updated on wooded area by lake.</b></p> <p><b><u>NEW</u></b>  <b>Action 5.7 DP to advise group of judging date when known</b>  <b>Action 5.8 DP to send details of working groups to all although no pressure to attend!</b>  <b>Action 5.9 DP to advise group when shed and tools are on site.</b>  <b>Action 5.10 All to advise DP of people they can contact at any of above groups (or others).</b>  <b>Action 5.11 DP to consider all suggestions and update group on next project.</b>  <b>Action 6.1 KM to see why Remembrance Garden gate is not being locked.</b>  <b>Action 6.2 DP/MA/MF and Pail Morris to talk about a follow up dog survey</b>  <b>Action 6.3 LR to keep group updated on school poster competition</b></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 22 March 2017 at 5pm**

**Present:**

Cllr David Stares - WTC  
Cllr Michael Forrer - WTC  
Cllr Richard Dolinski - WTC  
Cllr Jenny Cheng - WTC

Mohammed Ahmed – WBC Community Warden  
Tess Eagles – Me2 Club  
Steve Outen – Woodley United FC

**Officer present:** Kevin Murray – Deputy Town Clerk

**Apologies:** Sam Milligan – JAC, Natalie Yorke – Girlguiding, Jackie Andrews – Woodley Schools Cluster/Girlguiding, Paul Cassidy - ARC

Councillor David Stares chaired the meeting.

**DECLARATIONS OF INTEREST**

No declarations of interest were made.

**MINUTES OF THE PREVIOUS MEETING**

The minutes of the meeting held on 7 December 2016 were agreed as a correct record.

**LODDON MEAD AREA – POTENTIAL PROJECT**

- a) It was noted that the Town Council had agreed in principle a lease arrangement with Wokingham Borough Council for the area of land under the A3290 and that this was progressing.
- b) It was noted that there was a cost attached to the licence agreement between Wokingham Borough Council and Just Around the Corner to allow JAC to use the site under the A3290 to meet up weekly with young people to start work in the potential projects there. It was agreed that the Town Council fund these costs (not exceeding £275) subject to agreement by the Leisure Services Committee.

**YOUTH SHELTER – WOODFORD PARK**

It was noted that the repair/replacement work to the roof had been completed to a high standard and that local young people had been involved in the work.

**BERKSHIRE YOUTH**

The invitation to affiliate with Berkshire Youth was discussed and it was agreed to obtain 'Partner' affiliation only, as many of the benefits of a paid affiliation were already being fulfilled from elsewhere.

**MEETING DATES**

The proposed meeting dates were agreed as presented in the agenda.

Wednesday 24 May 2017

Wednesday 12 July 2017

Wednesday 8 October 2017

Wednesday 10 January 2018

Wednesday 21 March 2018

## **REPORTS**

Mohammed Ahmed reported on the success of the team's work with Junior Wardens from Southlake School and that the children has visited Alexandra Place to sing carols for residents and engage in 'then and now' sessions where the residents show games they used to play and the children bring their games to try out. This had been a great success and they hoped to repeat the activities again in the future.

A bike event is being organised for 16<sup>th</sup> August to include of bike maintenance and security marking. More information would be provided nearer to the event.

Steve Outen reported that the Woodley United Club was going well and they were continuing to try and encourage more girls to join the club. They are also developing and running courses to train young referees and also to train parents in running the line.

Kevin Murray reported on the CommuniTree project which was being run in association with several primary schools in Woodley and that an exhibition of children's art and project work was planned for 17 May in the Oakwood Centre.

Tess Eagles provided her contact details to explore the potential for linking up the CommuniTree "Planting for Our Future" project and Woodley United training initiatives with the work of the Me2 Club. Tess reported that the Me2 Club was looking for new activities to help families and that they have access to a number of free training courses which may be of interest to other in the group.

Councillor Dolinski reported that there has been a great deal of negative press about young people in Woodley and a lack of services and initiatives to deal with problems involving young people. Councillor Dolinski reported that there was a great deal of partnership working going on in Woodley and that meetings with the Woodley Police team were now taking place every three months to discuss general policing matters including those relating to young people in Woodley.

Meeting closed at 5:50pm

Woodley Town Council

**LAND ADJACENT TO BULMERSHE OPEN SPACE**

**REPORT OF THE DEPUTY TOWN CLERK**

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**Purpose of Report**

To ask Members to consider an invitation from Wokingham Borough Council for the transfer of land between Bulmershe Park and Bulmershe Gymnastics Club, to the Town Council under a community asset transfer lease.

**Background**

Wokingham Borough Council has approached Woodley Town Council with an offer to transfer a piece of land adjacent to Bulmershe open space to the Town Council under a community asset transfer lease. The area of land is shown in **APPENDIX A**.

The land is a small wooded area, currently accessible only through holes in the chain-link fencing. There is evidence of littering and fly tipping at the site. Photographs of the site are shown in **APPENDIX B**.

The land will be offered to Bulmershe School if the Town Council does not wish to take on responsibility for the land.

**Resources**

The land would require significant work to bring it back into public use and would present on-going costs for maintenance and rubbish clearance.

**Recommendations:**

- ◆ **That Members make a recommendation to the Strategy and Resources Committee to decline the offer for the transfer of land adjacent to Bulmershe Park under a community asset transfer lease.**







