



The Oakwood Centre, Headley Road, Woodley, Berkshire, RG5 4JZ  
www.woodley.gov.uk

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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 6 June 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 11 APRIL 2017**  
To approve the minutes of the meeting of the Leisure Services Committee held on 11 April 2017 and for the Chairman to sign them as a true and accurate record. *(These minutes were provided in the Full Council agenda of 9 May 2017).*
4. **JUST AROUND THE CORNER (JAC)**  
To receive the report from JAC, attached at **Appendix 4.** Page 3
5. **BUDGETARY CONTROL**  
To note **Report No. LS 14/17.** Page 4
6. **WOODFORD PARK LEISURE CENTRE, SPORTS DEVELOPMENT AND ACTIVITIES**  
To receive **Report No. LS 15/17.** Page 6
7. **PARKS AND BUILDINGS**  
To receive **Report No. LS 16/17.** Page 9

8. **COMMUNITY YOUTH PARTNERSHIP**  
To receive **Report No. LS 17/17** of the Community Youth Partnership Page 18 meeting held on 24 May 2017.
9. **3G PITCH STEERING GROUP**  
To receive **Report No. LS 18/17** of the 3G Pitch Steering Group meeting held Page 20 on 25 May 2017.
10. **TOWN CENTRE PUBLIC TOILET UPDATE**  
As reported previously, planning permission has been granted for the toilet to be sited at the southern end of the town centre on the pedestrianised area. The Strategy and Resources Committee will be considering the proposed terms of a lease relating to the site and other terms at its meeting on 13 June 2017. This could not be undertaken as a transfer of a community asset because the site is on Highways land. Once the lease terms are agreed an order will be placed. There is a 10-12 week lead-in time.
11. **2018 COMMEMORATION OF THE END OF WORLD WAR 1**  
Members to note that Colin Lott, formerly of the Woodley War Memorial Committee, will be making a presentation at the Full Council meeting on 27 June 2017 regarding a possible event in 2018 to commemorate the end of World War 1.
12. **FUTURE AGENDA ITEMS**  
To propose future agenda items for the Committee's consideration.
13. **PUBLICITY & WEB SITE**  
To consider which items to publicise.

### JAC Woodley Detached Report May 2017 (CYP)

We are happy to report that the atmosphere in Woodley is getting back to a peaceful state, after a year of unrest, the staff at the leisure centre have also noticed a change and are reporting that it's all been quiet. JAC has managed to work with some families to get consent forms allowing young people to visit our activity centre, Rehoboth, with the intention for direct mentoring in a few cases during school holiday's and occasional Saturday's.

With the atmosphere being good JAC hasn't much to report. We've met a few new groups in particular Year 7 girls. We are engaging the young people with more traditional activities; cricket, rounders and touch rugby which is going well and developing a healthy relationship. The skate park has been well used, and there have been ongoing discussions with the young people requesting the sides of the youth shelter to be closed.

Woodley Town Council has handed over a key enabling JAC to facilitate outreach in Loddon Mead, leading onto the developing of the Parkour area. JAC is still looking at funding opportunities, but sadly we weren't successful in the Co-Op application. With the lighter evenings and the road works underneath the bridge complete, we'll be calling in and highlighting to the young people what is happening.

JAC have secured 50% of the needed funding for a property in Woodley which we are calling A Journey to Independent Living. We are hoping to have the rest of the funds raised by the end of June and have secured the property by July. We have a My Donate page: <https://mydonate.bt.com/events/thejachouse> for funds to support this project in particular.

**LEISURE SERVICES COMMITTEE****BUDGETARY CONTROL 2017/18****Report No. LS 14/17**

<b>EXPENDITURE</b>	<b>Budget 2017/18</b>	<b>Actual Exp as at 30/4/16</b>	<b>Actual Exp as at 30/4/17</b>	<b>Actual Exp as % of Budget</b>	<b>Information</b>
<b>Woodford Park LC</b>	314921	21252	25644		8.1 Staff, coaching, rates, equipment hire, and vending costs over 8.3%. Other costs under.
<b>3G Pitch</b>	17511	0	0		0.0 No costs at this point.
<b>Grounds Maintenance</b>	25839	681	869		3.4 Protective clothing and equipment/maintenance over 8.3%. All other costs under.
<b>Football</b>	16622	1099	648		3.9 No expenditure on grass seed or equipment.
<b>Cricket</b>	8681	549	324		3.7 No expenditure on grass seed, water or equipment.
<b>Bowling Green</b>	10788	671	128		1.2 No expenditure on grass seed, water or equipment.
<b>Woodford Park</b>	27372	1723	1281		4.7 No expenditure from most cost lines, others under 8.3%.
<b>Memorial Ground</b>	7635	538	383		5.0 No expenditure on grass seed or equipment.
<b>Garden of Remembrance</b>	5667	366	297		5.2 No expenditure on plants.
<b>Play areas and open spaces</b>	12474	707	791		6.3 No expenditure on rent or play equipment.
<b>Coronation Hall</b>	32040	2802	2731		8.5 Staff and washroom services over 8.3%. All other costs under.
<b>Chapel Hall</b>	20196	1668	1409		7.0 All costs apart from washroom services under 8.3%.
<b>Allotments</b>	16929	657	593		3.5 No expenditure on water, rent payable later in year.
<b>Amenities</b>	7417	1199	919		12.4 Streetlighting maintenance and repairs costs over 8.3% at this point.
<b>Events</b>	6640	99	190		2.9 No expenditure on Woodley Carnival at this point.
<b>Public toilet</b>	10718	0	0		0.0 Toilet not yet installed.
<b>Youth Services</b>	27015	5805	5987		22.2 Quarterly payment to Just Around the Corner Service Level Agreement paid in advance.
<b>Capital and Projects</b>	77489	0	0		0.0 First half of loans paid in September, second in March.
<b>TOTAL</b>	<b>645954</b>	<b>39816</b>	<b>42194</b>	<b>6.5</b>	
<b>Month 1 - 8.3%</b>					

<b>INCOME</b>	<b>Budget 2017/18</b>	<b>Actual Inc as at 30/4/16</b>	<b>Actual Inc as at 30/4/17</b>	<b>Actual Inc as % of Budget</b>	<b>Information</b>
<b>Woodford Park LC</b>	266249	41535	44127	16.6	Rent and letting income paid in advance.
<b>3G Pitch</b>	40500	0	3721	9.2	End of high season.
<b>Grounds Maintenance</b>	1000	262	0	0.0	No income at this point - grass cutting at Bulmershe Park.
<b>Football</b>	6500	33	0	0.0	Season starts September.
<b>Cricket</b>	3547	912	1082	30.5	Income in advance for bookings.
<b>Bowling Green</b>	7017	0	0	0.0	Licence fee payable in May/June.
<b>Woodford Park</b>	3500	0	1130	32.3	One fair visit in May - paid in advance.
<b>Memorial Ground</b>	226	0	0	0.0	No bookings made at this point.
<b>Garden of Remembrance</b>	1092	100	213	19.5	Demand led.
<b>Play areas and open spaces</b>	0	0	0	0.0	
<b>Coronation Hall</b>	32000	7690	7462	23.3	Payments in advance
<b>Chapel Hall</b>	34000	9496	7125	21.0	Payments in advance
<b>Allotments</b>	11000	119	93	0.8	Income from new tenants - rents payable in January.
<b>Amenities</b>	0	0	0	0.0	
<b>Events</b>	0	0	0	0.0	
<b>Public toilet</b>	1460	0	0	0.0	
<b>Youth Services</b>	0	0	0	0.0	
<b>Capital and Projects</b>	0	0	0	0.0	
<b>TOTAL</b>	<b>408091</b>	<b>60147</b>	<b>64953</b>	<b>15.9</b>	
<b>NET</b>	<b>237863</b>	<b>-20331</b>	<b>-22759</b>		
<b>Month 1 - 8.3%</b>					

## **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**

All nine local primary schools took part in this year's Woodley Schools Sports Week and feedback from the various teachers and helpers across the week was very positive. In total, an estimated 2,400 local children took part in at least one activity at either Woodford Park or Bulmershe Leisure Centre with particular highlights being the opening ceremony Dance Festival (to the theme of musicals) and the competitive swimming gala.

The winners of the competitive events throughout the week were as follows:

- Cecil Trembath Kwik Cricket Tournament (boys) – Southlake (previously Southlake)
- Cecil Trembath Kwik Cricket Tournament (girls) – Willow Bank (previously Willow Bank)
- Year 5 & 6 Swimming Gala (mixed) – Earley St Peters (previously Beechwood)

Another hugely popular event this year was the Paralympics Festival. Children were able to experience Boccia, Curling, Seated Volleyball, Seated Hockey and a blindfold activity that focussed on developing communication skills when unable to use eyesight. Teams had to guide their partner through various obstacles with the aim of picking up the correct colour ball or object, without touching an opposing teams ball. We were able to borrow equipment for this event from both the FBC Centre and The University of Reading for the third year running.

Plans for next year's pool events are currently on hold pending the planned works to Bulmershe Leisure Centre. Other potential pool locations are also being researched and discussed.

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

The second Woodley 10km organised by Barnes Fitness was a huge success, with 516 adult runners taking part in addition to the 177 children who completed the 2.5km fun run beforehand.

Both the male and female 10km course records were broken in addition to many of the separate age group records and £800 was also raised for the Mayor's charity Launchpad, Reading; with Jason McMahon (Fundraising Manager for Launchpad) there to start the events and also to hand out prizes to the winners.

A team of Waingels School students also took part in the 2.5km fun run and managed to raise over £500 for Cancer Research.

The next meeting to discuss the 2018 events will take place in September. The likelihood is that some changes will have to be implemented to the traffic management for the 10km next year in relation to road closures (which will result in needing much larger sponsors on board to be able to successfully run the event).

## **WOODFORD PARK LEISURE CENTRE**

### **The Woodford Park Invitational – Under 21's Football League**

After one year of planning, Sunday 14<sup>th</sup> May saw the launch of a pilot under 21's football league that will take place on the 3G pitch over the summer. Along with our partners, Joe Stocker and Simon Wears from the Berks and Bucks FA, we were also able to secure £1,000 of funding to help facilitate the league, which we are hoping to use towards an FA educational day for the 70+ under 21's that will be taking part across the five week pilot.

The primary aim of the pilot is to discover if the 9vs9 format of the game, when hosted at a central venue, will aid in the continuation of 18-21 year olds playing football (where a large drop of in participation can be seen nationally).

At the time of writing this report two of the five league weeks have been completed and feedback has been very positive from both the players and the FA.

### **3G Pitch – Update**

As the 3G pitch is now one year old a number of tests and maintenance checks have recently been conducted to check its condition. Below are some of the key points from the inspection report that was carried out by Tiger Turf on Wednesday 17<sup>th</sup> May:

- In general, the pitch is looking in great condition, with an average of around 21m of exposed pile across the pitch, this should be on average between 18-20mm.
- The client has been brushing the pitch at least twice a week, which is our recommended maintenance frequency, this needs to increase to three times a week minimum.
- There is no contamination present in and around the surface, which is excellent management of the facility.
- Fencing looks secure; no screws/rivets are loose. Spectator hand-rails need tightening.
- The goal nets look in generally good condition, with no clips missing or undone.

We are currently looking into ways of increasing the frequency of maintenance work to three times per week without incurring extra staff costs or taking up additional Duty Manager time.

### **Sportivate Funding Bids**

Each full-time member of the sports team at Woodford Park Leisure Centre was challenged with entering a Sportivate funding bid for a project focussed on helping young people get and/or stay active. Two of the five bids entered, Funky Fitness and a bid working in partnership with Addington School, have made it to the final funding stage and have been provisionally accepted. The estimated total amount of funding secured is around £2,000.

### **Football Development at Woodford Park**

Following the decrease in weekend grass football over previous years at Woodford Park Leisure Centre (a trend that is evident nationally) a project plan is being developed to refurbish the changing rooms, purchase new equipment and to link with a local home team for the 2018/19 football season, in an attempt to increase the volume of football played at the Centre.

There is a funding opportunity through the Premier League and FA Facilities Fund Small Grant Scheme which is available to local authorities looking to make improvements to facilities that will then help prevent a further decline in grass football participation. The total grant available is £20,000, half of which would have to be match funded by the Council if it wished to apply for the grant.

The success of a funding bid for a project of this type is also strongly linked to the relationship with a local club. I am in the process of investigating whether any local clubs are interested in basing their teams at Woodford Park and it is likely that at least two clubs will register their interest in this proposal. Their submissions would need to be evaluated and a selection process

put in place.

Members are asked to consider whether they would support such a funding bid and, if so, make a recommendation to the Strategy and Resources Committee for funding of up to £10,000 for this purpose (depending on the final total cost) and appoint three members of the Committee to evaluate submissions from local clubs and appoint the preferred club which would become the home team.

**RECOMMENDATIONS:**

- ◆ **That Members note the contents of the report.**
- ◆ **That Members consider the proposed project to increase football at Woodford park and consider:**
  - **recommending to the Strategy and Resources Committee that matched funding of up to £10,000 be allocated for this purpose**
  - **appointing three members of the Committee to evaluate submissions from local football clubs and appoint a home team**



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.

**Woodford Park Leisure Centre**

Paddling Pool

A new pathway has been laid to provide better access from the leisure centre. The pool was cleaned, prepared and opened in time for the late May bank holiday weekend.

3G Pitch

A full maintenance inspection of the facility was carried out by the installation contractor on 17 May after a full year of operation. The inspection found the pitch and infrastructure to be in excellent condition but with a recommendation for increasing the brushing of the grass carpet from twice per week to 3 times per week due to the high usage.

**3G Pitch Steering Group**

Notes of the meeting of the 3G Pitch Steering Group on 25 May are presented elsewhere on this meeting agenda.

**Woodley Pre-school building proposal**

Woodley Pre-School has been granted a 10 month extension on the project delivery date – to June 2018. The project is progressing and various issues are being explored including drainage and utility connections.

**Relocation of Maintenance Workshop**

Officers have been looking at options for relocating the Maintenance Team and workshop from the old horticultural building to a new, fit for purpose, shared facility within the Grounds Yard. At present both the Maintenance Team and Grounds Maintenance Team are operating without basic facilities such as toilets, adequate heating, changing area, meeting space etc.

The project will deliver a workshop and rest space with toilets and appropriate facilities for both teams and an improved layout to the yard. Some tree works and ground works are being carried out to maximise the available space and a project plan for the area will be presented to a future meeting of the Leisure Services Committee and to the Strategy and Resources Committee.

**Woodford Park**

Consultation Days

Comments from the consultation days held in April are attached at **APPENDIX A**. All those taking part in the consultation were very supportive of the lake project and were in agreement with the proposals.

A costed specification will now be produced to enable applications for funding.

### Dog fouling

Reports from the Friends of Woodford Park suggest that the signage campaign as had a positive effect on the amount of dog fouling in the park. However many of the signs have been pulled down and the Park Warden is continuing to collect significant amounts of dog waste each week. New signage will be installed on an on-going basis to help maintain awareness of the issue.

### **Grounds Maintenance Manager**

The new Grounds Maintenance Manager – Terry Gough started with the Council on 8 May following the retirement of Kevin Weller after 39 years of service. Terry has a wide experience of grounds, sports pitch and fine turf maintenance and has managed grounds services in a town council environment for many years.

### **Friends of Woodford Park**

New shrub beds have been planted out adjacent to the Oakwood Centre using volunteers from Sage in Winnersh. The volunteers attended on two days as part of an employee scheme to carry out works in the community.

Further works have been carried out in the Rotary Garden and bird nesting boxes have been installed in trees near the Garden of Remembrance.

Notes of the meeting of the group held on 2 May 2017 are attached at **APPENDIX B**.

### **Green Flag Judging**

Green Flag Judges visited the site on Monday 5 June and were given a tour of the park and facilities. Results and feedback will be received in July and will be reported to the Committee.

### **Allotments**

Skips were placed on site for the annual site clean up over the late May bank holiday weekend. Several tenancies have been terminated due to non-cultivation following site inspections. Vacant plots continue to be re-let to tenants on the waiting list.

Availability of plots is being advertised via on site banners, the Town Council website, social media and the Woodley Herald.

### **Recommendations**

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

**Woodford Park Lake Consultation - Comments**

On site consultation carried out on 6 and 8 April 2017

**Lake proposals**

- Definitely remove chain-link fence at western end of lake
- Signage – deter people from leaving food by the lake
- Boardwalk safety?
- Mostly native species for planting please
- Braille information on interpretation boards
- Get local people to sponsor benches
- WPLC could sell proper duck food – discourage bread feeding
- Solar powered lighting around the lake. I walk through the park but avoid it when it's getting too dark.
- Provide seed for ducks – stop bread feeding.
- Involve schools in nature project
- Signage to the lake
- Definitely reduce silt
- Agree with silt reduction if it reduces the smell
- Return of wooded area to park – expensive to reintroduce after cost of cutting it all down.
- Boardwalk may encourage bikes and rubbish. Platform would be better
- Boardwalk too close to wildlife – nesting birds in the middle
- Cleaner – more wildlife
- More planting – shrubs
- Generally clean up – make it safer for children
- Boardwalk maintenance?
- Separate area for feeding ducks – stop them being attracted out of the water into the park where the dogs can scare them
- Keep areas for wildlife to feel safe
- Concerned about safety of boardwalk
- Improve lighting at western end
- Smaller boardwalk – less impact on nesting swans etc
- Like idea of wildlife area but not there
- Don't agree with returning wooded area to the park
- Gate at the back of lake
- Cut down hedge at nature walk end
- Concerned about rubbish around the lake
- Concerned re cyclists at western end new path.
- Conflicts between kids, dipping, rats, foxes
- Access to play area from the lake side
- Security / vandalism, slippery boardwalk
- Would be good to widen paths around the lake a bit if possible – as a parent they're a little narrow if e.g. 2 buggies are trying to pass. I also participate in park run and it's great to see increasing participation but the lake is very congested for the first lap of the course
- Boardwalk – too tempting for people to throw things in the water
- Currently there are some tree logs floating in the water, they had been used as part of the low barrier around the lake, but were easily pushed into the water by the local idiots, and now the ducks etc use them as a resting place. Can these not be tethered together somehow to create a floating platform for some of the wildlife.

**Play area**

- should have rubber play surface not bark. More swings. Roundabout. Climbing wall. Zip wire. More flowers. More space.
- More equipment for younger children
- Decent gates
- Better equipment – like Sol Joel
- Speak to schools about equipment
- Needs upgrading
- Should be upgraded with equipment for older children, big climbing, monkey bars.
- Should include seat outside play area for dog owners
- Level safety surface & accessible equipment
- Zip wire with baby seat
- More for younger kids
- This sounds great, the playground is quite tired. Would be really useful to have some facilities for younger children too. Christchurch Meadows in Reading or the Lookout in Bracknell are good examples

**Path across Memorial Ground**

- Formal path would be better
- Leave as it is
- Maybe – depends how it is done
- Possibly – depends how it impacts on other activities. Would prefer grass reinforcement to minimise wear rather than tarmac which would be an eyesore
- Leave it as it is
- No
- No path – can walk around
- No – fine as it is
- Could do with something
- Save the grass
- Agree –not as muddy for prams and old people
- No – less room for kids to play
- Yes, it is inevitable. Keep it rustic – block paving rather than tarmac
- No – prefer informal path
- Grid reinforcement rather than tarmac
- Fine as it is
- Path around edge of football pitches more important – could have compacted stone path.
- No – leave it as it is – you can always walk round
- No – place for kids to play
- No
- No
- No – fine as it is
- No strong opinion
- This would be a good idea as it can get very muddy during winter months. However as this forms part of the park run course I would not want to see any kind of raised paving for safety reasons.

### General

- Lots of cigarette butts dropped by the seats
- More park wardens
- In Holland I saw a metal structure with pegs/clips attached where people hung 'found' objects (hats, gloves, teddies etc). I thought this would be a very good idea for Woodford Park.
- A bandstand
- Replace graffiti boards
- More quiet areas to sit
- Upgrade basketball hoop with multisport area
- Tidy up area next to paddling pool where the old play area was
- Muddy area next to lake/mound – drainage could be improved
- Would like to see less rats and dog mess
- Would like less dog mess and vandalism by youth
- Inn on the Park please!
- Café – social space to sit & meet. Tea/coffee in the day and beer in the evening.
- Grid reinforcement by entrance from Halstead close – to end of railing area
- More lighting in general
- Paddling pool looks a mess out of season
- More lighting – can't see at night
- Trees – more maintenance
- Wider paths
- Pathway around football pitches
- Dog walkers, people doing exercise, parkrun all use the perimeter of the football field. A permanent gravelled / tarmac path around the edges would be fantastic and save the grass being worn to a mud path. Thanks for the consultation.
- Are next to the paddling pool where play equipment removed could do with some TLC. Currently has metal supports poking out of uneven ground

## Friends of Woodford Park Meeting Seven

**18.30 - 19.45, 2nd May 2017**  
**Meeting Room, Oakwood Centre, Woodley**

**Attendees:**

David Provins, Chair (DP), Martin Aust (MA), Rosie Bell (RB), Sheila Cooley (SCo), Carolyn Davies (CD), Richard Dolinski, (RD), Morag Frost (MF), Bob King (BK), Jan King (JK), Brenda Murphy (BM), Kevin Murray (KM), Alison Provins (AP), Elaine Shone (ES),

No.	Item	Action
1.	<b>Apologies :</b> Keith Baker (KB), Shelagh Flower (SF), Lynne Reed (LR)	
2.	<b>Approval of the Minutes of the Previous Meeting:</b> Approved.	
3.	<b>Outstanding Actions:</b>  <u>C/F</u> <b>Action 6.1 KM to keep group updated on lake improvements.</b> <b>Action 4.3 KM to update 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> <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 Paul Morris to talk about a follow up dog survey</b> <b>Action 6.3 LR to keep group updated on school poster competition</b>	Agenda 4 Agenda 4 Agenda 4 Agenda 4 C/F Agenda 5 Agenda 5 C/F Agenda 5 Agenda 4 Agenda 5 Agenda 5
4.	<b>Update from Town Council representative - Kevin Murray</b>  <b>Lake</b> A gazebo was set up by the lake on Thursday 8 <sup>th</sup> and Saturday 10 <sup>th</sup> April. <b>KM, DP, RB</b> and others spoke to residents about the plans. <b>KM</b> reported that he received 34 fully completed surveys but had also had general feedback which would influence the final plan. Thoughts were wide-ranging but mostly positive. Comments included ideas for design changes and ways to support the wildlife. <b>BK</b> asked about timescales and the group were told that costs and funding applications are now being drawn up and so the project is unlikely to commence this year. <b>BK</b> explained that the group were often asked about progress with the lake and <b>RD</b> suggested that WTC could put up notice boards to keep park users updated on progress. <b>MA</b> asked if the design would change significantly and <b>KM</b> confirmed that the main area of change was the board walk. The aim was to keep this as wildlife friendly as possible and avoid it being used as a cut through. <b>JK</b> asked who was to do the work. <b>KM</b> advised that some people have already volunteered to help with the lake project but that contractors would do the majority of the work. <b>ES</b> asked if the plan included steps/ terraces from the playground. <b>KM</b> explained that all ideas were still being considered. <b>MA</b> mentioned he would like to see signs saying that the ducks don't like bread. <b>KM</b> confirmed that inappropriate feeding is an issue that is being looked into as it has become a problem and so could be addressed ahead of the main project. <b>Action 6.1 KM to keep group updated on lake improvements and consider notice boards.</b>  <b>Green Flag Application</b> <b>KM</b> advised that there are still no dates for the official judging visit but it is expected to be in June. It would be helpful if representatives from <b>FOWP</b> could be available on the day as the existence of the group will be seen as a 'plus' during the judging process. <b>KM</b> reiterated that as yet no other Wokingham park has this	KM

	<p>accolade and so it will be a great achievement. He is confident that the wide variety of activities seen in the park will be a major strength.</p> <p><b>Action 4.3 KM to update group on Green Flag application</b></p> <p><b>Memorial Tree Project</b> Discussions have highlighted that there are limited areas where these can be placed however the council will now offer a scheme much like the existing memorial bench scheme. The trees will be owned by the council and there will be sensitive guidelines to ensure that they can be appreciated by all park users.</p> <p><b>Action 5.4 KM to update group on Memorial Tree project</b></p> <p><b>General Tree Planting</b> <b>RD</b> highlighted that on the 17<sup>th</sup> May there will be a meeting at the Oakwood centre involving local schools who have been working on a tree planting project. This includes Addington, Beechwood, St Dominics and Willowbank. The council are supporting this initiative and it would be good if members of <b>FOWP</b> could attend. The aim is to get the next generation planting trees in the area. <b>DP</b> mentioned that this was the source of the 18 trees recently planted by the memorial gate and Rotary garden.</p> <p><b>Action 4.5 RD/KM to keep the group updated &amp; provide details of the forthcoming school event</b></p> <p><b>Flooded Paths</b> <b>BK</b> asked if there was any progress in respect of the paths that regularly flood as per action 6.2. <b>KM</b> confirmed plans are still in place to resolve these and some should be dealt with soon.</p> <p><b>Action 6.2 KM to keep the group updated on path maintenance work.</b></p> <p><b>Wooded Area by Lake</b> Discussions are progressing but this is still very much in the planning stage. <b>KM</b> will update the group at the next meeting and confirmed that the residents of Farriers Close would be kept informed.</p> <p><b>Action 4.4 KM to keep group updated on wooded area by lake.</b></p> <p><b>New Head Grounds man</b> <b>KM</b> explained that the team are a person down at the moment but that he was pleased to announce that Terry Gough has been appointed and would be starting very soon. The role proved very popular and Terry had to fight off strong competition from an international field. Terry joins us from Earley where he has had considerable experience of working with volunteers and so he is keen to meet <b>FOWP</b> at the earliest opportunity.</p> <p><b>Action 4.6 KM to invite Terry to future FOWP meetings.</b></p> <p><b>Park Warden role</b> Unfortunately Paul was unable to attend the meeting but <b>KM</b> confirmed he has been busy and the role is working well. Philippa (WTC marketing) is going to raise the profile of the work done over coming months with a view to recruiting more wardens.</p>	<p>KM</p> <p>KM</p> <p>KM/RD</p> <p>KM</p> <p>KM</p> <p>KM</p>
<p>5.</p>	<p><b>Discussion Topics</b></p> <p><b>Volunteers from Sage</b> <b>DP</b> reported that a very successful event was held on the 25<sup>th</sup> April and thanked the <b>FOWP</b> attendees. Progress was better than expected with all of the new beds by the Oakwood centre dug out in just one day (9.30 am - 4pm). <b>MF</b> thanked WTC for the use of the room and refreshments as this made a big difference. Five Sage volunteers attended. The next event is planned for Tuesday 16<sup>th</sup> May and it will be great if <b>FOWP</b> can again offer physical support or general encouragement.</p> <p><b>Action 5.12 All to come along on 16<sup>th</sup> May wherever possible.</b></p> <p><b>Planting up the new flower beds</b> In the coming weeks the planting will begin. Just Tiles have very kindly donated two large trees and a number of local residents have already provided plants that are being held back for the new beds. Some plants can also be transferred from the existing beds. We have £500 pledged from WTC and the aim will be complete the beds with this. This will primarily fund roses, larger shrubs and perennials to co-ordinate with the existing beds. Money will be tight as this is less than we had available last year.</p> <p><b>Facebook</b> A reminder that the group is on Facebook. The site now gets up to 1200 hits each week and so it is proving popular. Our resident photographer <b>MA</b> has promised to supply some of his fantastic pictures and it's a good place to see what everyone has been up to.</p>	<p>All</p>

	<p><b>Preparing for summer (tools, watering and weeding)</b> The tool shed is finally in place and stocked with tools, the hosepipe, wheelbarrow etc. Access isn't ideal yet but <b>KM</b> is arranging for a lock on the gate by the Brown Bag. Watering remains difficult as the tap is not easy to operate. If anyone requires access please speak to <b>DP</b> until a longer term solution is in place. <b>Action 5.13 DP/KM to keep the group updated on tool shed/water access.</b></p> <p><b>Bird boxes</b> <b>BK</b> very kindly made two bird boxes that are now placed in the shrubbery area in front of the Remembrance garden. Keep a look out for activity over future years. Hopefully this will be the start of an on-going wildlife enhancing project. We hope to involve local children in this in the future.</p> <p><b>School poster competition</b> <b>LR</b> could not attend this meeting and so an update will be provided at our next meeting.</p> <p><b>Future Projects</b> <b>MF</b> has donated some obelisks which will be used to enhance the grass beds by War Memorial. The plan is to move the grasses to the edge of the beds and have a little more variety in the centre with plants growing up the obelisks. We have no specific funding for this and so this will be an ongoing project but work should commence in the next few weeks. <b>MF</b> also has some exciting plans for this bed in November as she plans to add some ornamental poppies – watch this space! <b>RB</b> mentioned that real poppies had been planted before but <b>KM</b> explained they had not been very successful.</p>	<p>DP/KM</p>
<p>6.</p>	<p><b>AOB</b></p> <p><b>FOWP uniform</b> <b>SC</b> mentioned that when <b>FOWP</b> are working people don't always appreciate that they are volunteers. <b>DP</b> advised that the group do have badges and put a sign up but acknowledged that these were hard to see. The group discussed options and wondered about tabards. <b>Action 6.4 DP to look at sponsorship or other funding options and keep group updated.</b></p> <p><b>Tools and plants</b> <b>DP</b> reminded everyone that the group are always on the lookout for tools and plants. When Sage volunteers attend it is surprising how many tools are needed on site. <b>MA</b> kindly offered a manual mower which is ideal for tidying up the grassy area between the beds and also a useful digging tool. <b>MF</b> donated a quantity of shrubs she had been able to find reduced at a local garden centre. A local resident had given £10 for the plant fund. <b>DP</b> confirmed that he had also collected an array of goodies from generous supporters. <b>Action 6.5 All to keep eyes and ears open for free tools, plants and shrubs.</b></p> <p><b>Dog Poo</b> <b>MA</b> reported that the problem seems to have reduced. He has produced an ariel view of the park on which he has annotated sightings. This clearly demonstrates areas of particular concern. It was felt that a follow up survey will be beneficial and all agreed that this new method of recording sightings would be useful. During this interim survey <b>MA</b> had removed 25 offending items which is disappointing although much better than last year. The cricket field remains a concern however the worst area seems to be by the lake. <b>MA</b> would like WTC to consider putting signs and cameras here. <b>Action 6.10 DP/KM/MA/PM to arrange follow up dog survey, CCTV cameras and sign moving.</b></p> <p><b>Wildflower Beds</b> <b>RB</b> asked if the rumours were true that the wildflower beds would not be seeded this year. <b>KM</b> confirmed they were still planned and he would talk to the grounds people. <b>Action 6.6 KM to talk to arrange the re-seeding of the (very popular) wild flower beds.</b></p> <p><b>Litter from Brown Bag</b> <b>BK</b> said this seems to be an increasing problem and asked if they could provide a bin. <b>KM</b> said there should be one in place already and he will discuss this with them and update the group at our next meeting. <b>Action 6.7 KM to discuss litter problem with Brown Bag</b></p> <p><b>Remembrance Garden</b> <b>DP</b> asked if there was still a budget for the large wooden planters as they look so messy covered in plastic. <b>KM</b> confirmed there was and that he would raise this issue again. The present seasonal planting could perhaps be supplemented with some more permanent planting that would look better throughout the year. <b>Action 6.8 KM to review the planting of the Remembrance garden planters.</b></p>	<p>DP</p> <p>All</p> <p>DP/KM/MA/PM</p> <p>KM</p> <p>KM</p> <p>KM</p>



## APPENDIX B

	<p><b>Orchard</b>  <b>BM</b> asked what is happening with the orchard as it is looking untidy. <b>KM</b> confirmed that he will contact the group who planted the trees and will see what plans they have in place for their upkeep.  <b>Action 6.9 KM to update FOWP on the maintenance plan for the orchard.</b></p> <p><b>Bluebells</b>  <b>MF</b> asked for thanks to be passed to Mark (Park Groundsman) for clearing the shrubbery and allowing the bluebells to flourish this year.</p>	KM
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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</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>  <b>Action 5.7 DP to advise group of judging date when known</b>  <b>Action 6.2 KM to keep the group updated on path maintenance work.</b>  <b>Action 6.3 LR to keep group updated on school poster competition</b></p> <p><b><u>NEW</u></b>  <b>Action 4.5 RD/KM update &amp; provide details of the forthcoming school event</b>  <b>Action 4.6 KM to invite Terry to future FOWP meetings.</b>  <b>Action 5.12 All to come along on 16<sup>th</sup> May wherever possible.</b>  <b>Action 5.13 DP/KM to keep the group updated on tool shed/water access.</b>  <b>Action 6.4 DP to look at sponsorship or other funding options and keep group updated.</b>  <b>Action 6.5 All to keep eyes and ears open for free tools, plants and shrubs.</b>  <b>Action 6.10 DP/KM/MA/PM arrange follow up dog survey, CCTV cameras and sign moving.</b>  <b>Action 6.6 KM to talk to arrange the re-seeding of the (very popular) wild flower beds.</b>  <b>Action 6.7 KM to discuss litter problem with Brown Bag</b>  <b>Action 6.8 KM to review the planting of the Remembrance garden planters.</b>  <b>Action 6.9 KM to update FOWP on the maintenance plan for the orchard.</b></p>	<p>All for next meeting please!</p>

Woodley Town Council

**Report of a Meeting of the Community Youth Partnership held at The Oakwood Centre on Wednesday 24 May 2017 at 5pm**

**Present:**

Sam Milligan (Chairman)	Graham Sumbler – Woodley Baptist Church
Cllr Kay Gilder – WTC (Vice Chairman)	Nikki Tee – Me2 Club
Cllr Richard Dolinski - WTC	Steve Outen – Woodley United FC
Cllr David Stares - WTC	Mohammed Ahmed – WBC Community Warden
Paul Cassidy - ARC	

**Officer present:** Deborah Mander - Town Clerk

**Apologies:** Natalie Yorke – Girlguiding, Jackie Andrews – Woodley Schools Cluster/Girlguiding, Cllr Jenny Cheng, Sam Mutton – Emmanuel and St James Churches, Trina Farrance – Bulmershe Gym Club

**ELECTION OF CHAIRMAN**

Sam Milligan was elected Chairman and Kay Gilder was elected Vice Chairman for the 2017/18 municipal year.

**DECLARATIONS OF INTEREST**

No declarations of interest were made.

Under this item Cllr Kay Gilder stated that, as a Liberal Democrat councillor, she wished to make it clear to members of the partnership that she did not share the party's view that cannabis be legalised and was very strongly against such a policy.

**MINUTES OF THE PREVIOUS MEETING**

The minutes of the meeting held on 22 March 2017 were agreed as a correct record.

At this point in the meeting it was agreed to alter the order of the agenda to take the open forum item as the next item of business.

**OPEN FORUM**

Graham Sumbler raised the matter of young people's mental and emotional health and wellbeing which he believed was becoming a critical issue. He suggested that the partnership could look at ways of supporting these young people. There was general agreement that this was a key issue for a growing number of children and teenagers and their parents.

During the discussion:

Councillor Richard Dolinski reported that his new role as a Borough Councillor, as Deputy Executive Member for Adult Services included health and well being and that mental health was a high priority for the Council. His roles as a Board member at the Royal Berks Hospital and the Berks Foundation Trust and other connections will enable him to bring useful information and contacts to the partnership.

Councillor Kay Gilder had dealt with many issues relating to young people's mental over the years and was concerned that there not enough people to support youngsters needing help – waiting lists were long with 12 weeks wait.

Steve Outen believed that raising awareness of some of the issues faced by young people was a key issue and reported on a very helpful session that Woodley United managers had attended run by the Me2 charity where feedback had shown that managers would be making changes to make their activities more inclusive.

Paul Cassidy explained his role and the work ARC was doing to support young people and their families. He is a member of the Future in Mind Board which was doing good work and had recently produced the Little Blue Book for school children giving basic information on mental health. ARC's 75 counsellors work around the Borough, including at the Oakwood Centre in Woodley and in five GP surgeries. The GP based service (presently funded by ARC) was under threat and, if not funded by the NHS in future, would impact on counselling access waiting times and would be hard to restart once counsellors had moved on. From measuring the impact of its service over 12 months ARC could show that there had been a 70% improvement in clients' symptoms. ARC also supplies most of the Talking Therapies service for Wokingham BC.

ARC and CAMHS (Child and Adolescent Mental Health Services) are discussing a system to support young people diagnosed with a disorder which would start with the counsellor assessing further needs, which may be medical, rather than person centred.

Drawing the discussion to a close it was acknowledged that education and prevention would save funds in the long term and with this in mind it was

**AGREED:** that the partnership aim to arrange and host a one day conference in Woodley to raise awareness of emotional health and wellbeing.

To support this Councillor Richard Dolinski would liaise with Wokingham BC Adult and Children's Services and sponsorship opportunities from local businesses would be sought to offset costs. In addition the Town Clerk would take a request to the Strategy and Resources Committee for free use of the Oakwood Centre if this was identified as the preferred venue for the event.

### **DATES OF FUTURE MEETINGS**

Members' attention was drawn to the correct meeting date of 18 October in the list of future meetings.

It was agreed that the next meeting take place at The Venue at Woodley Baptist Church, Hurricane Way, Woodley at the earlier time of 4pm.

The meeting agreed that the agenda items not considered would roll forward to the next meeting on 12 July.

Meeting closed at 6:20pm

### **MEETING DATES**

**Wednesday 12 July 2017 at 4pm at The Venue, Woodley Baptist Church**

Wednesday 18 October 2017

Wednesday 10 January 2018

Wednesday 21 March 2018

**Report of a Meeting of the 3G Pitch Steering Group held at the Oakwood Centre  
on Thursday 25 May 2017 at 6.00 pm**

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<b>Present:</b>	<i>Councillors: R Lay (Chairman), D Stares</i>
<b>Officer present:</b>	<i>K Murray, Deputy Town Clerk E Whitesmith, Leisure Services Manager</i>
<b>Also present:</b>	<i>Bill Rodda – Woodley United Colum Moon – Woodley United J Wicks - Woodley Wanderers C O’Kane – Woodley Saints</i>
<b>Apologies:</b>	<i>B Soane, Woodley Town Council S Wears – Berks &amp; Bucks Football Association</i>

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**1. Declarations of Interest**

There were no declarations of interest made.

**2. Minutes of the previous meeting**

The minutes from the previous meeting on 4 October 2016 were agreed as an accurate record.

**3. Feedback from Partner Clubs**

The clubs reported that the 3G pitch was working very well and was an outstanding facility for Woodley. No issues were reported regarding any aspect of the pitch quality or operation of the facility. It was noted that the pitch could not meet all the demand from the partner clubs.

**4. Football Development Plan**

The revised Football Development Plan was discussed and it was agreed that it was a significant improvement on the previous document.

It was noted that all of the partner clubs had their own detailed development plans and that the revised document was relevant in providing a useful working document for the Town Council in developing football in Woodley.

**5. Action from the Football Development Plan**

Instances of abusive behaviour toward officials was reported as being too frequent and one of the biggest issues facing the clubs. It was agreed that the Town Council could provide a venue for an awareness session and that the clubs could arrange for their managers to attend and encourage parents to participate. A meeting date during w/c Monday 4 September would be ideal.

Items 2.1 and 2.2 of the FDP were discussed and the following actions agreed;

**ACTIONS:**

- ***EW to contact FA regarding 'Respect' campaign posters for the pitch.***
- ***EW to contact FA with a view to Woodley Town Council hosting a 'Respect' campaign awareness session for parents and club organisers.***
- ***KM to arrange venue.***

- ***Partner Clubs to arrange for managers to attend and invite parents.***

**5. Partner Clubs Football Development**

The partner clubs were continuing to explore new avenues for football development, including Walking Football and Disability Football. It was recognised that it was difficult to develop with regard to the 3G pitch as there was already 100% usage at peak times. The clubs were looking at off peak activities where possible to make use of facilities during these times.

**6. Financial Performance**

EW reported that the facility was performing better than expected, partly due to the £1 turn up and play sessions during the school holidays.

**7. Pitch care and maintenance**

EW updated the meeting on the maintenance report received from Tiger Turf following a full year of use. The pitch was reported as being in excellent condition and fully compliant with FA requirements. It was noted that usage had been higher than expected and there was a recommendation to brush the pitch 3 times per week instead in twice per week.

**6. Next Meeting**

It was agreed that the next meeting should be scheduled for end August 2017.

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

Meeting closed 7.00 pm