

Woodley Town Council

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

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

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

NOTICE IS HEREBY GIVEN that a meeting of the Leisure Services Committee is to be held at the Oakwood Centre at 7:30pm on Tuesday 6 September 2016, at which your attendance is requested.

Deborah Mander
Town Clerk

AGENDA

1. **APOLOGIES**
2. **DECLARATIONS OF INTEREST**
To receive any declarations of interest from Members on agenda items.
3. **MINUTES OF THE MEETING HELD ON 31 MAY 2016**
To approve the minutes of the meeting of the Leisure Services Committee held on 31 May 2016 and for the Chairman to sign them as a true and accurate record. ***(These minutes were provided in the Full Council agenda of 28 June 2016).***
4. **BULMERSHE LEISURE CENTRE CONSULTATION**
This item will be presented by Bev Thompson and Darrell Gale, both from Wokingham Borough Council, who wish to gather Members' views on the future of Bulmershe Leisure Centre.

Background information about the consultation is attached at **Appendix 4.** Page 3

5. **JUST AROUND THE CORNER**
To receive the report from Just Around the Corner charity, attached at ***Appendix 5.*** Page 6
6. **BUDGETARY CONTROL**
To note **Report No. LS 14/16.** Page 8
7. **WOODFORD PARK LEISURE CENTRE, SPORTS DEVELOPMENT AND ACTIVITIES**
To receive **Report No. LS 15/16.** Page 10
8. **PARKS AND BUILDINGS**
To receive **Report No. LS 16/16.** Page 12
9. **GREEN FLAG AWARD**
To receive **Report No. LS 17/16.** Page 20
10. **VOLUNTEER PARK WARDEN**
To receive **Report No. LS 18/16.** Page 22
11. **COMMUNITY YOUTH PARTNERSHIP**
To receive **Report No. LS 19/16** of the Community Youth Partnership meeting held on 20 July 2016. Page 23
12. **PARKOUR EVENT**
To note that following the consultation day at Loddon Mead on 20 August one of the Parkour volunteers from the event has offered to organise a fund raising event at the Loddon Mead/area under the A3290 on a weekend day in November. This would run as a free event with a collection on the day. The organiser would provide the Parkour equipment and other facilities required and JAC have offered to provide refreshments. The Town Clerk is currently investigating the permissions required for this event to go ahead.
13. **WOKINGHAM BOROUGH SPORTS COUNCIL SPORTS AWARDS 2016**
To consider nominations for the Wokingham Borough Sports Council Sports Awards 2016. The categories for which awards are to be made are outlined in ***Appendix 13.*** Page 25
14. **FUTURE AGENDA ITEMS**
To propose future agenda items for the Committee's consideration.
15. **PUBLICITY & WEB SITE**
To consider which items to publicise.

Consultation on the future of Bulmershe Leisure Centre

Wokingham Borough Council is asking for residents' views on the future of Bulmershe Leisure Centre in Woodley as it explores options for improving the centre.

The leisure centre underwent some cosmetic refurbishment, incorporating new facilities and equipment in 2014, thanks to investments from the borough council and 1Life - the council's leisure provider. However at the same time the borough council promised to look at future plans to sustain and improve the centre further.

The centre was built in the 1970s and its facilities are tired and in need of investment to bring it up to a better standard to help the council support its vision 'to create a great place to live, an even better place to do business' and the borough-wide health and wellbeing strategy.

The council is looking at possible options which include either refurbishing or rebuilding the leisure centre as well as improving general site issues such as car parking.

Some disruption will unfortunately come from either option, so the council is keen to know the appetite for a partial or full closure of the centre to allow it to be rebuilt or refurbished. It is also looking to explore how often local people use the centre, what facilities they use, and what would encourage them to use it more often.

Wokingham Borough Council
August 2016

BULMERSHE LEISURE CONSULTATION

1. Do you use Bulmershe leisure centre?

Daily Weekly Monthly Annual Never

If not, why?

2. What is the main reason you use the leisure centre?

Gym Swim Other

Other (Please state)

3. Regarding disruption what timescales would be acceptable for either refurbishment or a new build?

(If new build the leisure centre will be completely closed)

Refurbishment

6 months 12 months 18 months

New Build

12 months 18 months

4. What facilities or improvements would encourage you and your family to use our leisure centre more often?

.....
.....

5. What other areas could we develop at Bulmershe?

Clubs Schools Individual Health benefits



Please comment.....

.....

.....

6. Are there any other comments or ideas you would have for the leisure centre?

.....

Contact Details

Name.....

Email

Address

Telephone no

Woodley Detached Report August 2016

The detached team have visited Waingels School most Fridays through the holidays thanks to our dedicated volunteers. Visiting the school enables us to build relationships with young people we might not see around Woodley. We are hoping to start visiting Bulmershe School soon on an alternate basis so that students there can develop relationship with the JAC Team. After the school session, the Jac van is taken to Woodford Park for our 4-6pm session. There have been a lot of young people about so when the weather has been good we have run sports games and kept the van out beyond 6pm waiting for the session to come to a natural end, maximising interaction with the young people.

Wednesday detached (4-6pm) has been productive. Team have been using basketball as a way of engaging the groups and the sunny weather has really been a bonus. We have also engaged groups walking around the Precinct, Woodford Park and South Lake, talking to young people about Loddon Mead and the consultation event on Saturday 20th August. We have met new young people recently due to the Pokemon Go craze.

During June some young people were hanging around the memorial park area of Woodford which were making members of the public uneasy, (complaints had been made to the Leisure Centre). We decided to speak to the young people about it and they were compliant after we explained it is a place of respect and reflection also reminding them they have other areas to hang out. The shelter should be completed during September/October which will give the young people something new and fresh in the area.

Jac were present at the Emmanuel Fun day at the beginning of June; we interacted with young families and the community by setting up games and a place to chat. One mother wanted to refer her teenage son to Jac for some support; we took her details for some possible school sessions with him.

There has been some recent interest from some excellent people wanting to volunteer on detached work which will see our volunteer base grow. We are hoping to start up a Saturday detached session one evening a month to see how this goes.

Loddon mead

The Loddon Mead consultation on the 20th August was a lot of fun! It really brought to life the potential of a parkour and multi activity site for all ages to come and use; there was a real sense of community and there were several families. The area is safe, sheltered and central. Parkour, so far, seems to be the key interest and this event provided some coaching and equipment giving young people a taster of what is to come. Some young people have also asked about a football cage and of course a cafe for refreshments. Jac are so looking forward to being part of seeing this project established.

Stables

Woodley young people continue to volunteer and visit the stables over the Summer and one Woodley young person, who has now finished her exams has just started an apprenticeship in Horse Care with JAC.

EXPENDITURE	Budget 2016/17	Actual Exp as at 31/7/15	Actual Exp as at 31/7/16	Actual Exp as % of Budget	Information
Woodford Park LC	280667	98710	89155	31.8	Coaching, rates, phone, stationery, contract cleaning, equipment, skip hire and vending costs over 33.3%. Other costs under. Fuel very low - billing issues.
3G Pitch	18500	0	0	0.0	No expenditure at this point.
Grounds Maintenance	23628	5702	6994	29.6	Water, cleaning materials, equipment and diesel purchase over 33.3%. Other costs under.
Football	16951	5027	4421	26.1	No expenditure on grass seed or equipment.
Cricket	8491	3059	2414	28.4	No expenditure on grass seed or equipment.
Bowling Green	10562	3011	3082	29.2	No expenditure on grass seed or equipment.
Woodford Park	27093	8535	7706	28.4	All expenditure under 33.3%, apart from water.
Memorial Ground	7522	2476	2333	31.0	No expenditure on grass seed.
Garden of Remembrance	5244	1727	1859	35.5	Horticultural supplies and inscription costs over 33.3%.
Play areas and open spaces	12616	4548	3130	24.8	No expenditure on rent at this point.
Coronation Hall	30309	8612	9085	30.0	Rates, certification and washroom services over 33.3%. Other costs under.
Chapel Hall	19464	5398	5776	29.7	Rates, fuel and equipment hire over 33.3%. All other costs under.
Allotments	16805	6601	6070	36.1	Lease costs and repairs over 33.3%.
Amenities	10438	2901	3970	38.0	Streetlighting and repairs costs over 33.3% at this point.
Events	6692	840	8150	121.8	Grant paid to Woodley Carnival & costs of the Queen's 90th birthday medals to schoolchildren allocated to this code (agreed from reserves).
Public toilet	7864	0	0	0.0	Toilet not yet installed.
Youth Services	26820	5716	11609	43.3	Quarterly payments to Just Around the Corner Service Level Agreement paid in advance.
Capital and Projects	75700	0	10641	14.1	Most of loans are paid in September and March, loan for 3G pitch payable in June and December.
TOTAL	605366	162863	176395	29.1	
Month 4 - 33.3%					

INCOME	Budget 2016/17	Actual Inc as at 31/7/15	Actual Inc as at 31/7/16	Actual Inc as % of Budget	Information
Woodford Park LC	215961	65626	90518	41.9	All income lines, apart from hard surface football income and sports equipment hire, is over 33.3%
3G Pitch	40500	0	5877	14.5	Pitch use over the summer months - season starts in September.
Grounds Maintenance	1237	1572	623	50.4	Income from Earley TC - grass cutting at Bulmershe Park.
Football	10500	1218	67	0.6	Season starts September.
Cricket	3375	1740	2572	76.2	Season ends September.
Bowling Green	6848	6741	6850	100.0	Licence fee paid in July, following groundrent review.
Woodford Park	3000	1380	1003	33.4	One fair visit.
Memorial Ground	111	104	222	200.0	More bookings than anticipated.
Garden of Remembrance	800	622	313	39.1	Demand led.
Play areas and open spaces	0	0	0	0.0	
Coronation Hall	28000	11770	12914	46.1	Payments in advance
Chapel Hall	30090	9553	12293	40.9	Payments in advance
Allotments	10566	142	167	1.6	Income from new tenants - rents payable in January.
Amenities	0	0	0	0.0	
Events	0	0	0	0.0	
Public toilet	728	0	0	0.0	
Youth Services	0	0	0	0.0	
Capital and Projects	0	0	0	0.0	
TOTAL	351716	100468	133419	37.9	
NET	253650	62395	42976	16.9	
Month 4 - 33.3%					

WOODFORD PARK LEISURE CENTRE, SPORTS DEVELOPMENT AND ACTIVITIES

REPORT OF THE LEISURE SERVICES MANAGER

PURPOSE OF REPORT

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

SPORTS DEVELOPMENTS AND EVENTS

Woodford Park 3G Football Festival / 3G Pitch Opening Ceremony – Friday 3rd June

The opening ceremony to celebrate the completed 3G pitch project and acknowledge the contribution made from The Premier League and FA Facilities Fund took place in early June.

The "Woodford Park 3G Football Festival", which consisted of a knockout tournament between our local partner clubs, was a big success and saw The Mayor of Woodley officially open the new facility to the public. The winners of the festival were Woodley Wanderers under 11's and the hope is that the festival will now become an annual tournament to celebrate the new pitch and act as an end of season celebration for our partner clubs.

The Visit of Manchester City Football Club Ladies and EPL Sports

On Wednesday 3rd August we hosted Manchester City FC Women on our 3G pitch for a light training session prior to their competitive Women's Super League match against Reading FC Women later that evening. Players in attendance included England internationals such as Karen Bardsley, Lucy Bronze, Nikita Paris and England Women's Senior Squad captain Stephanie Houghton (all of whom were happy to have their picture taken in front of the 3G pitch).

On Monday 22nd August we were then host again to EPL Sports, a leading international company who organise sports tours for students to the best facilities across the world. On this occasion EPL Sports ran a two hour football coaching session on the 3G pitch for an estimated thirty-five students who had travelled across from the U.S.A. We are hopeful that EPL Sports will consider us a venue for future tours following their positive feedback after their session.

I am Team GB

Following on from a very successful Olympic Games for Great Britain we decided to support the I am Team GB campaign, which aimed to kick start the nation's biggest sports day on Saturday 27th August and celebrate the return of our Olympic heroes.

The aim of the campaign was for sports centres across the country to host activities and encourage people to take up new sports; and so we planned a full week of taster sessions for Olympic sports including judo, badminton and football all on offer for £1 per person. In addition, we planned a free fitness bootcamp for adults and £1 cricket session for children.

WOODFORD PARK LEISURE CENTRE

3G Pitch Bookings Update

Since its opening much of the focus at Woodford Park Leisure Centre has been on securing new bookings and finalising the annual timetable for the 3G pitch, the highlights of which are:

- The summer saw us enter into a partnership with FAB Academy, who organise and run football camps for children over the school holidays. FAB Academy ran two successful camps over the summer with an average of fifteen children per day taking part and they have already provisionally booked the 3G pitch for October half-term.

- September bookings for our partner clubs are now being finalised with dates and booking forms arriving as this report is being put together. The pitch will be fully booked during term-time from Monday to Friday, 6pm to 9pm, during the season.
- An agreement has been reached with Berkshire Youth Development League who will use the full 3G pitch on Saturday mornings for a minimum of twenty-two weeks throughout the year. The BYDL will use three grass mini pitches in addition to the three mini pitches on the 3G pitch; an overall increase from their usage over previous years.

3G Pitch Under 16's Scheme Success

As soon as the 3G pitch was officially opened we had a large number of small groups of children looking to hire the pitch to play football, but struggling or unable to afford the hire prices; and so we launched a scheme that allowed under 16's to play for an hour for £1 per person at anytime over the summer holidays.

At the time of writing this report we have had 2,295 visits by children taking advantage of the offer, which has impressed the FA. We are currently looking into ways to continue the offer into term-time and launch a new community focussed football scheme (ideas currently include linking local under 16's to the police force and working to improve the pathway into local clubs).

Summer Holiday Activity Camps and The Paddling Pool

The summer holidays saw us attempt to run our biggest ever children's activity programme, with a targeted 19 different sports camps on offer compared with 17 the previous year. At the time of writing this report all 19 planned camps, which included dance, badminton, football, karate, cheerleading and many more, were running as planned with feedback for completed camps overwhelmingly positive overall.

At the time of writing this report the paddling pool has had one of its most successful years to date, with the total numbers of visitors too high to estimate. The pool has only been shut for two days to date, which is also a new record, and despite some very heavy usage has coped well with the large volume of visitors. Originally it was thought the loss of the Inn on The Park would have a negative affect on the number of pool visitors but this hasn't been the case at all.

RECOMMENDATIONS

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

Woodley Town Council

PARKS AND BUILDINGS

REPORT OF THE DEPUTY TOWN CLERK

Purpose of Report

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

Vandalism

Damage to Cricket Site Screens – Repaired by Grounds Team.

Woodford Park Leisure Centre

Gym/Building works

A Certificate of Lawful Development has been received, confirming that there are no further planning considerations with the building works and usage of the space for a fitness gym.

Loan approval has been received from the Department of Communities and Local Government to carry out the building works and the loan from the Public Works Loan Board was drawn down on 31 August 2016.

Quotes for the various elements of the refurbishment work were received, contractors selected and a start up meeting with the contractors took place on 16 August. The refurbishment work has now started with completion expected in the first week of December. The project schedule is attached at **APPENDIX A**.

Pulse Fitness has been awarded the contract for the supply of gym equipment under a 5 year lease contract. The appointment was considered at a meeting of the Urgency Committee on 26 August 2016.

The Leisure Services Manager is developing membership packages, marketing strategy and details for the operation of the gym once open. This will include a software package for managing memberships and direct debits, and staff training on new software and operating procedures.

Tree Works

Tree maintenance works will be carried out at various locations in Woodford Park in the coming weeks.

Woodley Pre School

Woodley Pre-School which operates from the function room in the leisure centre has asked the Council to consider a proposal for the installation of a new, modular building within Woodford Park, from which the pre school could operate. The pre school has been shortlisted for funding for this purpose in order to help it meet the demand for the increase in free child care hours from September 2017. The proposal was considered by the Urgency Committee on 26 August 2016, due to the timeframe for the pre school's submission of the next stage of the funding bid. The Urgency Committee agreed to support the proposal in principle, subject to a suitable site being found and a number of other issues that will need further investigation.

Memorial Ground

Masons Vintage Funfair visited the Memorial Ground on the last weekend of July. Monty Hammonds funfair is visiting the ground from 27 September - opening for 2 weekends.

Paddling Pool

The paddling pool was closed for 3 days in August following routine water testing results being outside the accepted readings. This was due to the very large numbers visiting the pool that week introducing contaminants into the water. The pool was reopened as soon as the water quality was brought back to a satisfactory level. Regular updates on social media were provided to keep the public informed. The paddling pool has been exceptionally busy this year.

Woodford Park Lake

Ecology Report

A draft ecology report from the survey carried has been received and will be provided to the Committee once the final version is received. The key points to note from the draft report are;

- Silt contamination is within Environment Agency guidelines for reuse on or off site if required. This means that silt would not need to be removed from site to a controlled waste facility, which would have been an expensive operation.
- Silt levels could be managed long term through use of inexpensive periodic product treatments. This could be managed in house.
- The establishment of reed beds, marginal habitat planting and Macrophyte cover could utilise the silt, dramatically improve the habitat for fish, waterfowl and invertebrates and improve the health, appearance and biodiversity of the lake.

Next Steps

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

Friends of Woodford Park

The Queen's Birthday Garden was judged in the Britain In Bloom Community Gardens category by judges from the RHS on 26 July.

Works are planned for a small flower bed and shrub bed to complete the Queen's Birthday Garden. The Friends of Woodford Park has two donated trees which will be planted in the park in the Autumn and has also obtained 2,500 crocus bulbs from a Rotary initiative and an area near the entrance from Haddon Drive has been identified as a suitable location for these. Notes of last meeting of the group are attached at **APPENDIX B**.

Allotments

Roadways

Roadway repairs were carried out by a work party of allotment tenant volunteers, using road planings obtained from the car park and driveway resurfacing work at Woodford Park Leisure Centre. The Maintenance Team distributed 80 tonnes of planings to specific locations on the site which will enable further works to be carried out as required.

Plot clearance

Brambles have been relocated from several plots to the perimeter fence along the footpath with Pitts Lane. This has returned a small number of plots to use and will help to secure the site longer term by extending the natural barrier of brambles and hawthorn along the boundary.

Allotment Tenants Committee

The Deputy Town Clerk is meeting with the Chairman and other representatives of the Allotment Tenants Committee on a regular basis and particularly following the tenants committee meetings to discuss any issues raised. The Admin Officer continues to meet and liaise with representatives of the Tenants Committee weekly in dealing with plot allocations and tenant issues.

Neglected Plots

Through consultation with the Allotment Tenants Committee the Council has streamlined the administration process for dealing with unworked and neglected plots. All plots are inspected by a member of the committee and neglected plots are reported to the Council. Plots that have clearly not been worked for some time are issued with a 28 day termination notice which can be rescinded if the tenant contacts the Council and commits to improving the cultivation of the plot within a reasonable timescale. This process seems to be working with most recipients of a termination notice taking action immediately to contact the Council and improve the plot or give up the tenancy.

There are currently around 20 people on the waiting list for a plot.

Building Valuations

Valuations of all Council buildings were carried out on 30 August for insurance purposes. This enables the Council to ensure appropriate specific insurance cover under the policy.

Recommendations

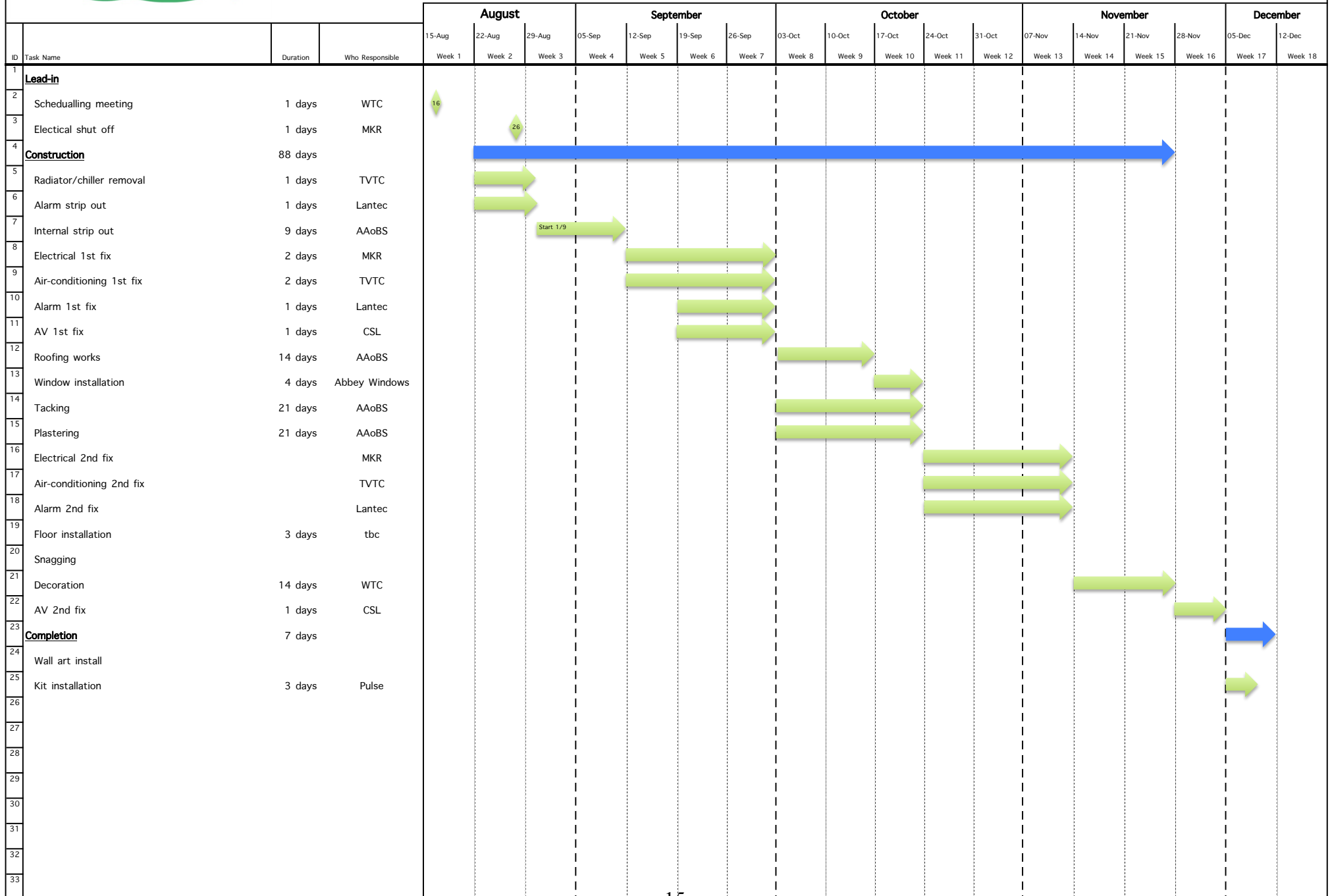
- ◆ **That Members note the contents of the report.**



Woodford Park Leisure Centre - Gym on the Park

Project Programme

APPENDIX A



Friends of Woodford Park Meeting Three

18.30- 20.15, 5th July 2016
Bader Room, Oakwood Centre, Woodley

Attendees:

David Provins, Chair (DP)
 Alison Provins, Minute taker (AP)
 Martin Aust (MA)
 Penny Banks (PB)
 Rosie Bell (RB)
 Laura Chandler (LC)
 Richard Dolinski (RD)
 Jane Hainsworth (JH)
 Brian Hughes (BH)
 Joan Hughes (JH)
 Lisa Large (LL)
 Brenda Murphy (BM)
 Elaine Shone (ES)
 Marion Waters (MW)
 Anne Whitehead (AW)

No.	Item	Action
1.	Apologies : Ann Brown (AB) Shelagh Flower - WASP (SF) Morag Frost (MF) Chris Harrison (CH) Kevin Murray (KM) Lynne Reed (LR)	
2.	Approval of the Minutes of the Previous Meeting: Approved.	
3.	Outstanding Actions: C/F ACTION 4.4 BP/RB to talk to WI members about helping/joining our group ACTION 4.6 KM to update group on possible signage re dead flowers. ACTION 9.4 DP/DA to organise something for us to use as a communication tool. ACTION 4.1 MA /KM to continue to look at ways to develop a local dog warden role. ACTION 4.2 LR Arrange a competition to design a 'Take home you own dog poo' poster. ACTION 4.3 KB /KM Look at increased signage for one off events/ general communication. ACTION 4.4 KM Consider using signs to encourage park users to provide direct feedback. ACTION 4.5 KM Investigate more bins and greater consequences for football offenders. ACTION 4.6 All Contact KM directly if you wish to organise any local path solutions ACTION 4.7 KM to update FOWP re play area closure. ACTION 6.1 KB/KM Keep this group updated on progress re lake. ACTION 6.2 All Contact KB directly with any concerns/questions re 3G pitch. ACTION 7.1 KB Mention the garden in a future edition of the Herald. ACTION 7.2 DP Send regular emails out explaining what labour was needed, at what times. ACTION 7.3 KM or others to ask if we can make use of a rotavator ACTION 7.4 All to consider if they have any suitable surplus plants, shrubs or trees	Closed C/F Closed C/F C/F C/F C/F C/F Closed Ongoing Ongoing Closed C/F Closed Closed Closed

<p>4.</p>	<p>Discussion Topics:</p> <p>Notes Re Outstanding Actions RB has been asked if a member of FOWP can give a talk to the local WI. She will provide further information in due course. ACTION 4.1 FOWP to talk at WI meeting.</p> <p>MA would like emails of all group members. RD explained that regrettably this has data protection implications however if individual members wish to release their details to MA please let DP know.</p> <p>MA asked why there was a delay in respect of scoping out the job description for the dog warden. RD explained that it was proving complicated as more than one volunteer was needed and they would all need to be trained to ensure their safety. He explained that tools, bags and literature would be provided together with a high visibility jacket. He would be interested to hear from additional volunteers.</p> <p>The Queens’ Birthday Garden - Maintenance / Bulb planting DP thanked everyone for the fantastic effort that had been put in to ensure the garden was ready for the grand opening in June. He explained that it was proving difficult to find a common time to maintain the garden as everyone had such busy diaries but that many people were already helping on a regular basis. He explained that badges were available if anyone wanted to wear these whilst working. MW said she did not like working alone whilst others were happy to cut a few dead heads etc as they passed by.</p> <p>It was agreed that whilst everyone would help out on all beds to ensure they looked consistent people could prioritise a bed to create a team spirit and perhaps a little healthy competition. DP will work on all beds and despite the listings below would ask that anyone who is passing still deals with another bed if they see anything that needs urgent attention.</p> <p>BED 1 (nearest Coronation Hall) - Brian, Joan and perhaps Ann? BED 2 (middle) - Morag? BED 3 (nearest Oakwood) - Lisa, Marian and any other willing helpers</p> <p>Watering remains a problem and so for the time being DP will own this.</p> <p>Dead heads etc will hopefully soon be able to go into a small compost bin but for the time being please use discretion re disposal.</p> <p>Seasonality – we would like to plant some bulbs later in the year and so will be looking for helpers. BH suggested it may be a good idea to bury pots to avoid messy die back later in the year.</p> <p>Britain in Bloom (Tues AM) 26th July We are being judged for Britain in Bloom (Community Garden) and so please can everyone make a special effort with weeding/ dead heading in the days before the 26th. ACTION 4.2 If anyone is free to come along on the day please let DP know as it would be good to show our community spirit!</p> <p>Rubbish Bins MA expressed concerns that there are still no extra bins for the footballers. RD explained there is an issue with people using the park bins for their domestic rubbish. BH asked why this could not be stopped by way of CCTV. He explained the local allotment have a simple system with a low cost of around £100.RD explained this has human rights implications but said that he will raise the issue again at the Strategy & Resources Committee.</p> <p>Crocus Planting DP has been in contact with Rotary for a national fund raising initiative to plant crocus bulbs. There could be up to 5000 available. The group confirmed they will be willing to assist with planting.</p>	<p>RB</p> <p>ALL</p> <p>MA</p> <p>ALL</p> <p>ALL</p> <p>ALL</p>
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	<p>Dog Mess EH asked if it would be possible to approach dog owners by way of a survey asking if they had a dog bag etc. LL and others expressed concern at picking up the dog mess of others. RD explained that part of the problem is that the scale of the problem is unknown. DP updated on the poster that LR is drawing up to involve local schools. MA suggested marking the mess. In summary, at this stage as a group we will aim to collate data to demonstrate the issue ACTION 4.3 DP to circulate a very simple collation document so that we can share some numbers with the council.</p> <p>Litter Picking MA confirmed that he cleans the Western Avenue entrance and near the School under the WASP scheme. All agreed that in general litter is not a major problem and that this role is best left under the control of WASP who do an excellent job around Woodley. If anyone wishes to join WASP they can contact Shelagh Flower via DP or MA</p> <p>Lake RD explained that costs are going to be lower than anticipated and confirmed that despite rumours the plan is still to make the lake the 'jewel in the crown'. He explained that work will be seasonal and won't happen overnight and that it is hoped that FOWP will be part of the volunteer team. DP asked why Earley have dedicated countryside staff to look after their lake yet we don't. RD explained that locally it is the intention to train the park maintenance team.</p> <p>Remembrance Garden DP highlighted that there is still a problem with decaying flowers and tributes.</p> <p>Tidying up of shrubbery The next major task for the group will be the tidying up of the Rotary garden. DP will be looking for volunteers so please get in touch if you would like to join the working party. ACTION 4.4 ALL- Calling Volunteers for the Rotary Garden Working Party</p>	<p>DP</p> <p>ALL</p>
<p>5.</p>	<p>Future Initiatives: Richard Dolinski</p> <p>Partnerships - RD spoke about the Youth partnership Group that he is working with - 'Just Around the Corner' (JAC). He explained that Sam would be interested to come to a FOWP meeting to see if there are opportunities for the younger generation to get involved. ACTION 5.1 RD to put Sam in contact with DP</p> <p>Leisure Centre - RD reported that tenders have now gone out for the new gym. He explained that they have now appointed Phillipa into a marketing role. One of her objectives will be to ensure realistic income is received from both the park and the leisure centre. BM and BH asked if refreshments will be available but RD said he was not sure there was enough call for them.</p> <p>Meeting Attendance - RD encouraged people to attend the Sports and Leisure Committee. Dates are published on the council website and observers are welcome although not able to join in without prior agreement. These minutes are circulated to this committee. Future dates are 6th September, 8th November, 11th January 2017, 11th April 2017.</p> <p>He also explained that we are welcome to observe the Strategy and Resources Committee meeting which will be held on the 13th September, 22nd November, 24th January 2017 and 18th April 2017. Again refer to the website for more details</p> <p>Finally Richard invited everyone to the Town Electors Meeting on the 7th March 2017 which is the main overview meeting and reminded everyone that they can always email him at any time.</p>	<p>RD</p>
<p>6.</p>	<p>Communication</p> <p>All agreed the present email system seemed to be working well.</p>	

APPENDIX B

7.	<p>The Way Forward:</p> <p>General consensus was that meetings should continue, first week of every second month, 6.30</p>	
8.	<p>AOB:</p> <p>MA asked when the fence will come down from the children's play area. RD was unsure and will ask KM for an update.</p> <p>DP & LL asked about bookings for the 3G and was told they are looking promising. At the present time special rates are available to encourage usage particularly for children, girls and walkabout games.</p> <p>DP asked if there were any plans to disguise the car park. The group had mixed views on whether this was needed.</p> <p>DP asked who was responsible for the large litter bins. It was agreed they must be to do with the carnival and so DP will talk to KM about removal prior to the Britain in Bloom judging.</p> <p>ACTION 8.1 DP to talk to KM re removal of large litter containers.</p>	DP

Summary of Actions	Deadline
<p>C/F</p> <p>ACTION 4.6 KM to update group on possible signage re dead flowers. ACTION 4.1 MA /KM to continue to look at ways to develop a local dog warden role. ACTION 4.2 LR Arrange a competition to design a 'Take home you own dog poo' poster. ACTION 4.3 KB /KM Look at increased signage for one off events/ general communication. ACTION 4.4 KM Consider using signs to encourage park users to provide direct feedback. ACTION 4.5 KM Investigate more bins and greater consequences for football offenders. ACTION 4.7 KM to update FOWP re play area closure. ACTION 6.1 KB/KM Keep this group updated on progress re lake. ACTION 7.1 KB Mention the garden in a future edition of the Herald.</p> <p>NEW</p> <p>ACTION 4.1 FOWP to talk at WI meeting. ACTION 4.2 ALL If anyone is free to come along for Britain in Bloom please let DP know ACTION 4.3 DP to circulate a very simple document so that we can measure dog mess problem. ACTION 4.4 ALL Calling Volunteers for the Rotary Garden Working Party ACTION 5.1 RD to put Sam in contact with DP ACTION 8.1 DP to talk to KM re removal of large litter containers.</p>	<p>All for next meeting please.</p>

Woodley Town Council

GREEN FLAG AWARD

REPORT OF THE DEPUTY TOWN CLERK

Purpose of Report

To request that Members consider working towards Green Flag Award status for Woodford Park.

Green Flag Award

Woodford Park is widely used and provides for a wide variety of activities. Recent years have seen significant investment in the play areas, skate park, civic space and war memorial, 3G pitch, leisure centre as well as volunteer activities through the Friends of Woodford Park group. This is in addition to the routine maintenance of the grass, trees, hedges, sports pitches, seating and bins that make the park somewhere people want to go.

The Green Flag Award scheme was launched in 1996 and is now a widely accepted measure of quality relating to the management, operation and improvement of public parks and green spaces.

It is proposed that the Council consider working towards Green Flag Award status for the park in order to raise the profile of the park and the facilities offered, and further improve the management and maintenance of the park now and in the future.

Achievement and retention of Green Flag status would have been a requirement of the Heritage Lottery grant that the Council was unsuccessful in obtaining in 2009. Some of the project planning work carried out in support of that grant application remains valid and could be used as basis for an application for Green Flag status for Woodford Park.

Award Criteria

An application under the scheme will require the development and implementation of a management plan for the park, which would serve as a framework for how the Council will manage the park for the future.

The award criteria are judged under eight headings;

1. A Welcoming Place
2. Healthy, Safe and Secure
3. Well Maintained and Clean
4. Sustainability
5. Conservation and Heritage
6. Community Involvement
7. Marketing
8. Management

These headings cover every aspect of how the park is used, managed and maintained with a view to constant improvement in both the physical aspects such as access, maintenance and signage and the social aspects such as wider use and variety of activities. Woodford Park already meets many of the criteria but these are not currently formulated into a single management plan for the park.

Aside from the award scheme, the development of a management plan would be a useful tool in continually raising and monitoring standards, addressing issues, identifying funding requirements and protecting the park for the future.

Application Process

Applications must be submitted by 31 January each year with assessments taking place during April/May and awards made in July. The application requires the submission of a detailed management plan encompassing all of the criteria elements listed above.

Works and improvements that are in progress e.g. the lake, are viewed positively in the assessment process and would not count against the application.

Resources

The application fee is £363. Some areas are already identified as being in need of improvement before making an application e.g. signage and public information in the Park. This could be funded through an allocation from the 2016/17 Capital Programme which currently has an uncommitted balance of £11,710.

Recommendations

- ◆ **That Members note the contents of the report.**
- ◆ **That Members consider working towards achieving Green Flag Award status for Woodford Park.**
- ◆ **That, subject to the approval of the above recommendation, Members recommend to the Strategy and Resources Committee the allocation of £5,000 from the Capital Programme for costs associated with the application for the Green Flag Award.**

Woodley Town Council

VOLUNTEER PARK WARDEN

REPORT OF THE DEPUTY TOWN CLERK

Purpose of Report

To request that Members consider seeking Volunteer Park Wardens for Woodford Park and the Council's other open spaces.

Background

Anti social behaviour such as dog fouling, littering, fly tipping and vandalism are relatively constant issues in the Council's parks and open spaces. As the Council has a limited presence in these areas, particularly in the evening and at weekends, it can be difficult to deter, monitor and respond to these issues.

Issues of dog fouling in particular continue to be an issue in Woodford Park and this has been highlighted in the discussions at meetings of the Friends of Woodford Park group. This is difficult to manage as the culprits are often unseen and the Council has limited means to follow up on or take any actions against those responsible. This is a key area where a volunteer presence may be of benefit.

Volunteer Park Warden Role

It is proposed that the Council seek volunteers who may be able to give a few hours a week to be a presence in the park and carry out other activities e.g. litter picking, weeding beds, providing information to dog walkers regarding dog fouling, assisting with consultation on Council projects and services e.g. the lake project, play areas, activities in the park etc.

The role could potentially be developed to include volunteer work on the lake project and other activities coordinated by the Friends of Woodford Park group. Volunteer participation has proved very successful with the local WASP (Woodley Adopt A Street Project) scheme and a volunteer park warden scheme would compliment the activities of the Friends of Woodford Park group.

The Deputy Town Clerk has met with the Animal Warden from Wokingham Borough / West Berkshire District Council to discuss how a volunteer park warden scheme might work and how it might be of benefit in reducing instances of dog fouling in the park.

It was suggested that the role would not be responsible for confronting offenders or issuing fixed penalty notices, rather that they would provide information to park users and report incidents and information about dog fouling to the Council and Animal Warden to deal with.

Resources

Basic equipment could be provided at a low cost.

Recommendations

- ◆ **That Members note the contents of the report.**
- ◆ **That Members consider seeking Volunteer Park Wardens for Woodford Park and the Council's other open spaces.**

Woodley Town Council

**Report of a Meeting of the Community Youth Partnership held at Loddon Mead on
Wednesday 20 July 2016 at 5pm**

Present:

Sam Milligan – JAC (Chairman)	Jon Hare - TVP
Cllr Kay Gilder (Vice Chairman)	Clare Towse - TVP
Cllr Jenny Cheng	Danielle Fry - TVP
Steve Outen – Woodley United FC	Mireille Haviland - JAC
Sam Mutton – St James & Emmanuel Churches	

Officer present: Deborah Mander – Town Clerk

Apologies: Cllr Richard Dolinski, Cllr Michael Forrer, Cllr David Stares, Jackie Andrews – Woodley Schools Cluster/Girlguiding, Natalie Yorke – Girlguiding, Trina Farrance – Bulmershe Gym Club

DECLARATIONS OF INTEREST

No declarations of interest were made.

MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting held on 18 May 2016 were agreed as a correct record.

LODDON MEAD AREA – POTENTIAL PROJECT

It was noted that initial interest in the project had been high but this had died down recently. It was hoped that the planned awareness event at the site (provisionally arranged for 20 August) would generate more interest. After some discussion it was agreed that a space to meet up with young people on site would help define and develop the project and that a container, with a seating and refreshment area would be the best solution, although in the meantime the JAC van could provide a venue for this while funding and any permissions needed were sought.

It was agreed that the Town Clerk and the Chairman arrange to meet with Councillor Keith Baker to discuss funding and the permissions required for the project to proceed. The meeting believed that it would be important to have a presence on site to meet with young people and to generate ideas and plans in order to start developing the facility with and for young people.

Funding streams were discussed. Mireille Haviland reported that her application for funds from the Thames Valley Police lost property fund had been unsuccessful. The TVP representatives agreed to liaise with her to support a further application, bearing in mind the proximity of the project to some of the more deprived areas of the town. There was also a suggestion that advertising on the pillars near to the road could raise funds and that shops selling parkour/bmx equipment might fund some parts of the project as it develops.

It was agreed that once the date of the awareness day was finally confirmed JAC would let the Town Council know and this would be circulated to all the Partnership members and contacts as well as on the website and social media.

YOUTH SHELTER – WOODFORD PARK

Sam Milligan reported that he had not been able to raise a team to replace the roof during the half term holiday and that JAC hoped to work with some young people on Friday afternoons in August to get the refurbishment work to the shelter done.

OPEN FORUM

Clare Towse reported that she and the police team would be a presence in the town centre to try and educate cyclists about safety including wearing helmets and not cycling in the town centre. JAC could be present if the dates fell on a Wednesday or Friday afternoon when their van could be in the centre.

Cllr Kay Gilder updated the meeting on the ongoing consultation about the future of Bulmershe Leisure Centre and encouraged the representatives from different organisations to respond. There had been a meeting for clubs hiring the centre the night before and it was clear that whether parts of the centre refurbished/extended or there was a total rebuild the centre would have to be closed for periods of time which would affect the clubs. Roller Hockey was looking for a suitable new venue. Information on the consultation would be forwarded to all the partnership members and contacts.

REPORTS

Sam Mutton reported on the Fun Day that had taken place during the My/June half term holiday in partnership with Wokingham BC and some sports in Reading. The JAC van and representatives from different services and organisations had attended. There had been 1,000 visitors over the two days and the feedback had been good. The Town Council had provided some funding which had been used for the inflatables. They hoped to extend contacts and Sam Mutton agreed to contact Deborah Mander with the arrangements for a stand for next year's event.

It was noted that no other reports had been received and agreed that the next request for reports could emphasis that reports could be bullet points and did not need to be lengthy.

DATE AND TIME OF MEETINGS:

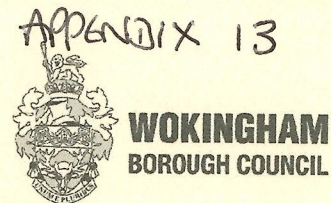
Wednesday 5 October 2016 at 5pm – Oakwood Centre

Wednesday 7 December 2016 at 5pm – Oakwood Centre

Wednesday 22 March 2017 at 5pm – Oakwood Centre

Meeting closed at 5:55pm

**Wokingham Borough Sports Council
Sports Awards Ceremony Criteria and Nomination Form 2016**



Nominees need to either live in Wokingham Borough or belong to a Club within the Borough

**Under 14 Girl
Under 14 Boy**

**Under 18 Girl
Under 18 Boy**

**Senior Woman
Senior Man**

For all of the above individual awards, we are looking for someone who has produced outstanding performance either within a club or at representative level. (Example- Club Captain or Club Champion.)

**Best Primary School
Best Senior School**

High participation rates and opportunities for all. Excellent performance by teams & individuals with quantifiable results. Strong community involvement.

**Service to Sport in the
Community (Club)
Service to Sport in the
Community (Individual)**

Where activities and involvement have benefited the community and encouraging more participants and improving facilities.

Coach of the Year

Someone who has made a real difference by using their motivational and technical skills resulting in greater participation and improved performance and enjoyment by both individuals and club.

Volunteer of the Year

Clubs are run by volunteers but this would be someone who has made a real difference to their club effectiveness. A key person within the club and does not have to be part of the committee.

Unsung Hero

A back room worker without whom events would not take place. Someone who is not usually in the limelight!

Service to Disabled Sport

Sporting performance or promoting and/or supporting disabled sport.

Team Award – Male

A really outstanding performance by a male team.

Team Award – Female

A really outstanding performance by a female team.

Excellence in Sport

Exceptional performance, above and beyond the norm.

Courage Award

Succeeding in the face of adversity.

Spirit of Sport

Demonstrating Olympic sporting values: team spirit, friendship, determination and sportsmanship.