



Woodley Town Council

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

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

Councillors: B. Franklin (Chairman); T. Barker; A. Chadwick; P.Challis; N. Cox; A. Downes; S. Outen; S. Rahmouni; 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 8 April 2014, 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 7 JANUARY 2014**
To approve the minutes of the meeting of the Leisure Services Committee held on 7 January 2014 and for the Chairman to sign them as a true and accurate record. *(These minutes were provided in the Full Council agenda of 11 February 2014).*
4. **WOODLEY FOOTBALL CLUBS**
To receive an update from Mark Rozzier, Chairman of Woodley Town Football Club.
5. **BUDGETARY CONTROL** Page 3
To note **Report No. LS 7/14.**
6. **LEISURE CENTRES** Page 5
To receive **Report No. LS 8/14.**

7. **PARKS AND BUILDINGS**
To receive **Report No. LS 9/14.**
8. **ENTRANCE INTO WOODFORD PARK FROM WESTERN AVENUE**
To note that further legal advice on this matter has been sought, but not yet received.
9. **FUTURE AGENDA ITEMS**
To propose future agenda items for the Committee's consideration.
10. **PUBLICITY & WEB SITE**
To consider which items to publicise.

LEISURE SERVICES COMMITTEE**BUDGETARY CONTROL 2013/14****Report No. LS 7/14**

EXPENDITURE	Original Budget 2013/14	Revised Budget 2013/14	Actual Exp as at 28/02/2013	Actual Exp as at 28/02/2014	Actual Exp as % of Rev Budget	Information
WOODFORD PARK LC	256247	246897	219261	209637	84.9	Rates, water, certification, cleaning supplies, phone and equipment hire over 91.6%. All other costs under.
BULMERSHE LC	466841	473370	407165	421756	89.1	Staff, first aid, rates, fuel, cleaning supplies, counter sales, phone, skip, repairs, performing rights and grounds maintenance over 91.6%. All other costs under.
GROUNDS MAINTENANCE	22303	23520	18233	17977	76.4	Staff, fire equipment and skip hire over 91.6%.
FOOTBALL	16367	16238	12331	12277	75.6	Small expenditure on seed at this point.
CRICKET	8304	8219	6850	7119	86.6	Small expenditure on seed at this point.
BOWLING GREEN	10358	11059	9033	9724	87.9	Lower expenditure on seed at this point, water rates above estimate.
WOODFORD PARK	25230	24799	21886	22971	92.6	Water rates over estimate.
MEMORIAL GROUND	6648	6481	5860	6105	94.2	Play equipment costs higher than anticipated.
GARDEN OF REMEMBRANCE	4729	4954	4331	4739	95.7	Inscription costs above estimate - demand led.
PLAY AREAS & OPEN SPACES	10436	9072	8862	8946	98.6	Staff costs higher than estimate.
CORONATION HALL	37010	32151	31894	28452	88.5	Rates, equipment hire and phone over 91.6%, other costs under.
CHAPEL HALL	21392	20351	16708	19332	95.0	Staff, rates, cleaning, repairs and equipment hire costs over 91.6%. Repairs costs include fencing repairs and insurance claim.
CAPITAL & PROJECTS	55900	55900	27950	27950	50.0	First half of loans paid in September/October, second in March.
TOTAL	941765	933011	790364	796985	84.6	

INCOME	Original Budget 2013/14	Revised Budget 2013/14	Actual Inc as at 28/02/2013	Actual Inc as at 28/02/2014	Actual Inc as % of Rev Budget	Information
WOODFORD PARK LC	174646	170833	161457	167173	97.9	Room hire, sports hall, course, equipment hire and counter sales (ice creams etc) income over 91.6%.
BULMERSHE LC	361901	394578	356794	398678	101.0	All income streams apart from vending and pool exclusive hire over 91.6%.
GROUNDS MAINTENANCE	2430	2430	2180	2202	90.6	Annual charge for maintenance at BLC applied. Income from Earley TC for grass cutting at 81% of budget estimate.
FOOTBALL	8600	10700	8582	10871	101.6	New bookings.
CRICKET	3000	2689	2352	2677	99.6	Season now over.
BOWLING GREEN	6505	7095	6353	6987	98.5	Season now over.
WOODFORD PARK	2500	6564	2414	6564	100.0	New fair visits.
MEMORIAL GROUND	200	200	297	202	101.0	Two bookings.
GARDEN OF REMEMBRANCE	300	500	300	700	140.0	Demand led. One plaque provided FOC to the family of an Honorary Townsperson
PLAY AREAS & OPEN SPACES	0	0	0	0	0.0	
CORONATION HALL	32940	30400	31478	28818	94.8	Payments in advance - regular hirer no longer using the hall, fewer social events.
CHAPEL HALL	24400	25275	24625	24618	97.4	Payments in advance.
CAPITAL & PROJECTS	0	0	0	0	0.0	
TOTAL	617422	651264	596832	649490	99.7	
NET	324343	281747	193532	147495		

Month 11 - 91.6%

WOODFORD PARK AND BULMERSHE LEISURE CENTRES

REPORT OF THE LEISURE SERVICES MANAGER

Purpose of Report

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

General Matters

Healthy Habits

Total number of members: **679** (473 at Woodford Park & 206 at Bulmershe).

Pool Plant Operators Course

Eight officers from the Maintenance team, Bulmershe Leisure Centre and Woodford Park Leisure Centre teams recently passed their Pool Plant Operators certificate following a 3-day course at Bulmershe Leisure Centre in March.

Sports Development

Bulmershe Sports Club & Ladies Only Aquafit

Following a recent meeting with the Social Inclusion Officer at Wokingham Borough Council further funding of £860 has been secured to help with the running of the Bulmershe Sports Club on Saturday afternoons and the Ladies Only Aqua Fit class on a Sunday evening for sessions between April and the end of June. Further talks are planned for April regarding additional funding from July onwards at Woodford Park Leisure Centre.

Rounders England

We have again received confirmation from Rounders England that they would like to continue their partnership with Woodley Town Council for a third year. The Town Council has been awarded a grant of £2,750 to deliver the Rounders Development Plan for 2014/5, following a grant application made before Christmas. This grant will enable staff to deliver Rounders sessions in Woodford Park, Waingels College, Bulmershe School and Piggott School.

Woodley primary schools

We have been working with Gordon Davis, Headteacher at Beechwood Primary School, to look at ways in which Woodley primary schools can use the sports facilities at Woodford Park Leisure Centre during the current quiet periods during the day. A meeting with the Woodley Headteachers is scheduled to take place before Easter and any outcomes will be reported at the next meeting.

Woodley Sports Week 19 – 23 May 2014

The third annual Woodley Sports Week will take place between 19 – 23 May. Members wishing to help out with any of the Sports Week activities are asked to contact the Leisure Services Manager for further details. Any Members wishing to visit any of the events are also asked to contact the Leisure Services Manager by 12 May.

The week's highlights include the Dance Festival, which starts the week, the Cecil Trembath Kwick Cricket festival, the Swimming gala and the Athletics for the first time at Woodford Park. A copy of the timetable follows:

Day	Activity	Age group	Venue
Monday 19 May am	Dance Festival	All	at Woodford Park
Monday 19 May pm	Kwick Cricket	Years 5/6	at Woodford Park
Tuesday 20 May am	Para – Olympics	Year 3	at Bulmershe LC
Tuesday 20 May all day	Para – Olympics	Year 3	at Woodford Park
Tuesday 20 May pm	Quad Kids	Year 5/6	at Bulmershe School
Wednesday 21 May am	Swimming Gala	Years 5/6	at Bulmershe LC
Wednesday 21 May pm	Multi – Skills	Year 1	at both Centres
Thursday 22 May all day	Athletics	Year 4	at Woodford Park
Friday 23 May all day	Aqua Splash Gala	Year 2	at Bulmershe LC

Annual Primary Schools Cross Country Relay Race

The annual primary schools Cross Country Relay Race took place in Woodford Park on Thursday 27 March. The event saw more than 600 runners taking part and was hosted by Beechwood and St Dominic Savio Schools. Unfortunately, despite there being marshals covering the Woodford Park Leisure Centre access road and car park, there were many parking and access problems for nearby residents as a result of thoughtless parking and the large numbers of parents and spectators coming to the event. We will be meeting with the Headteacher of Beechwood about the problems that occurred and may have to accept that the park is not a suitable venue for this larger, end of season event.

Bulmershe Leisure Centre

Free swimming for over 60s

Free swimming at Bulmershe Leisure Centre for over 60s is due to come to an end on 31 March. In total there have been just over 2,500 free swims between 1 October 2013 and 31 March 2014. The Town Council will receive a grant of £2,500 for being part of the scheme.

Free Swimming for 16s and under

Bulmershe Leisure Centre has again taken up the opportunity to participate in the Borough wide free swimming for 16s and under during the Easter holidays. Funding of up to £5,000, depending on numbers, is being made available by Public Health for being part of this promotion.

BT Swimathon

90 swimmers took part in the annual BT Swimathon over the weekend of 24 – 25 March, the third year that Bulmershe has hosted this event. Each swimmer taking part was raising money for Sport Relief; an update on the total money raised will be given at the next meeting.

Woodford Park Leisure Centre

New Healthy Habits Kids

The term time turn up sessions for Football, Cricket and Badminton are all attracting good numbers on a weekly basis. The centre will be offering Badminton, Football and Zumba courses during the Easter holidays.

Sid Hopkins Girls' Football Tournament

Woodford Park Leisure Centre hosted the annual Sid Hopkins Girls' Football Tournament in partnership with the Bulmershe School Games Organiser, Woodley Zebras & Woodley Wanderers Football Clubs. In total, five teams took part, two from Willowbank and one each from Beechwood, Woodley C of E and Rivermead. Matches were played in a league format, with each team playing each other once. This year's winners were Beechwood School and at the end of the tournament all participants were presented with a medal by the Town Mayor.

Badminton England and Bulmershe Gym Club

Further discussions have taken place, as agreed at the last meeting and arrangements are being made to look at potential joint development opportunities. Further updates will be provided to meetings of the committee.

3G Football Pitch - Woodford Park Leisure Centre

Since the last meeting, Sports Solutions has started the initial stage of the grant funding process by submitting the Football Facility Enquiry and Project Idea Forms. Both forms have been approved by Berks and Bucks Football Association and we will have access to the headline application forms shortly, with a view to submitting the application in June.

A recent Woodley Football Forum meeting attended by Council and club representatives has confirmed the clubs' commitment to the 3G pitch project. All six clubs will make up a steering group to help with the continuing application process.

Sports Solutions will review the Football Development Plan with each Woodley club individually. The plan will underpin the grant-funding bid to support the application. It is currently looking strong, given the input of all clubs within the football forum. The business plan for the facility, which will also support the bid, is also being prepared. Some of the information that has been used in previous business case documents by Sports Solutions can be used for this, such as the indicative usage plan of the facility, operating forecast and the supply and demand analysis.

From a planning perspective, a Case Officer at Wokingham Borough Council is assessing the pre-application advice request and has confirmed that he has all the required information at this point and that we will hear back on a meeting/site visit once he has assessed the application.

In the meantime, Surfacing Standards are undertaking the required surveys to work up the planning application. Whilst Surfacing Standards have visited the site and are experienced in providing the requirements for planning applications, the mentioned pre-application advice will flag up any additional information that the planners believe should be submitted.

Recommendations

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

Woodley Town Council

PARKS AND BUILDINGS

REPORT OF THE SERVICE SUPPORT MANAGER

Purpose of Report

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

Vandalism

Date	Details	Costs
	Dog Bin – rear of WPLC	£250

Woodford Park Leisure Centre

Entrance Improvements

Automatic front doors have been installed at the centre. The installation of the door units and mechanism was carried out by a contractor with a new ceiling, lighting and decorating carried out by the Maintenance Team. This was a key item on the Woodford Park Leisure Centre Entrance Improvements Working Party project list. The working party will meet shortly and a report on the projects achieved and recommendations for future projects will be provided to the next meeting of the Committee.

Committee Rooms

The upstairs committee rooms have been refurbished with new flooring and decoration throughout. These works were carried out by the Maintenance Team and were funded from the 2013/14 capital programme.

Room partitions

The room partitions in the function room will be replaced in the Easter holidays. These works will be carried out by a contractor and funded from the 2013/14 capital programme.

Paddling Pool

The paddling pool is scheduled for cleaning in the coming weeks in preparation for opening from Easter, depending on the weather.

Woodford Park

Drainage works were carried out to reduce surface water flooding and damp ground conditions in the area near to the Maintenance building. This work will be funded from the 2013/14 capital programme.

Civic Space

The stone memorial has been ordered and the landscape designers are preparing the documents to go out to contract for the paving work. The Woodley War Memorial Project group is looking at arrangements for an opening ceremony.

Malone Park

Consultation on items of new play equipment to be installed at the park was carried out with 188 responses received.

An order has been placed with Kompan and the new play equipment is scheduled for installation at the end of April. Unfortunately this will not be in time for the school holiday as had been hoped.

The new equipment is in addition to the equipment already installed at the site and was funded from Section 106 developers contributions (£13,800) and the Town Council's 2013/14 capital programme (£5,000).

Community Halls

Chapel Hall is scheduled for decoration during the Easter holidays. Works will be carried out by the Maintenance Team.

Community Orchards

The community orchard on the Memorial Ground was planted on 1 March 2014 by volunteers organised by Transition Reading. The 20 trees planted are a mix of apple, pear, plum, buckthorn and cherry. Residents of in Halstead Close were consulted on the proposals prior to the planting and were supportive of the project.

Recommendations

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