

**Minutes of a Meeting of the Town Council held at the Oakwood Centre on
Tuesday 26 June 2018 at 8 pm**

Present: Councillors D.Stares (Chairman); K. Baker; T. Barker; A. Chadwick;
J. Cheng; C. Dixon; R. Dolinski; JJ. Ellis; M. Forrer; M. Green;
J. MacNaught; D. Mills; W. Soane; J. Trick; P. Wicks

Officers present: D. Mander, Town Clerk; K. Murray, Deputy Town Clerk;
L. Matthews, Committee Officer;
A. Ransley, PR/Marketing Co-ordinator

Also present: 1 member of the public

Before the start of the meeting a maximum of 30 minutes was set aside for members of the public to pose questions to the Council in the Town Forum. As there were no members of the public wishing to address the Council the Town Forum did not take place.

25. **APOLOGIES FOR ABSENCE**

Apologies were received from Councillors D. Bragg, S. Brindley, D. Fradley, B. Franklin, K. Gilder, S. Rahmouni and M. Walker.

26. **DECLARATIONS OF INTEREST**

There were no declarations of interest made by Members.

27. **MINUTES OF COUNCIL MEETING HELD ON 8 MAY 2018**

The Deputy Town Mayor presented the minutes of the Annual Meeting held on 8 May 2018.

RESOLVED:

- ◆ To approve the minutes of the Annual Meeting held on 8 May 2018 and that they be signed by the Deputy Mayor as a correct record.

28. **COMMITTEE REPORTS**

28.1 **Minutes of the Planning Committee: 22 May 2018**

Councillor Barker presented the minutes of the Planning Committee meeting held on 22 May 2018.

RESOLVED:

- ◆ To receive the minutes of the Planning Committee meeting held on 22 May 2018.

28.2 **Minutes of the Leisure Services Committee: 5 June 2018**

Councillor Soane presented the minutes of the Leisure Services Committee meeting held on 5 June 2018.

RESOLVED:

- ◆ To receive the minutes of the Leisure Services Committee meeting held on 5 June 2018.

- 28.3 **Minutes of the Strategy and Resources Committee: 12 June 2018**
Councillor Dolinski presented the minutes of the Strategy and Resources Committee meeting held on 12 June 2018.

RESOLVED:

- ◆ To receive the minutes of the Strategy and Resources Committee meeting held on 12 June 2018.

- 28.4 **Minutes of the Planning Committee: 19 June 2018**

Councillor Barker presented the minutes of the Planning Committee meeting held on 19 June 2018.

Minute number 25: Community speedwatch

On behalf of the Council, Councillor Dolinski thanked Councillors Barker, MacNaught, Mills and Rahmouni for all the work they had done on setting up a speedwatch scheme.

Following a question about whether the speedwatch equipment would be available for use by other councils, it was agreed that the equipment was likely to be in use full-time by Woodley, especially while the speedwatch team was learning how to use the equipment and how it should be deployed. It was noted that the Town Council had decided to purchase its own equipment so that it would always be available for use in Woodley, while some other councils had decided to join the joint scheme operated by Thames Valley Police. Thames Valley Police had confirmed that it supported the Council's speedwatch activities.

RESOLVED:

- ◆ To receive the minutes of the Planning Committee meeting held on 19 June 2018.

29. **2017/18 YEAR END**

The Town Clerk presented the 2017/18 year end outturn figures, in summary and by committee.

Members were very pleased to note that expenditure had been below the revised estimate and income had been greater than estimated, mainly due to the income achieved by Woodford Park Leisure Centre and the 3G pitch, resulting in an overall net increase in the general reserve of £26,500.

On behalf of councillors and residents, Councillor Baker thanked the Town Clerk and her team for their amazing work to increase the Council's reserves, which he said was an incredible achievement that had enabled the Town Council to keep the precept at the same level as the previous year.

RESOLVED:

- ◆ To note the 2017/18 year end figures.

30. **FINANCIAL STATEMENTS AND ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN 2017/18**

a) **Financial Statements for 2017/18**

The Town Clerk presented the Financial Statements for 2017/18.

RESOLVED:

- ◆ To approve the Financial Statements for 2017/18 and that they be signed by the Deputy Mayor and the Town Clerk.

b) **Annual Internal Audit Report for 2017/18**

Members considered the Annual Internal Audit Report as set out in the Annual Governance and Accountability Return and

RESOLVED:

- ◆ To receive the Annual Internal Audit Report for 2017/18.

c) **Annual Governance Statement for 2017/18**

Members considered the Annual Governance Statement as set out in the Annual Governance and Accountability Return and

RESOLVED:

- ◆ To approve the Annual Governance Statement for 2017/18 and that this be signed by the Deputy Mayor and the Town Clerk.

d) **Accounting Statements for 2017/18**

Members considered the Accounting Statements for 2017/18, as set out in Section 2 of the Annual Governance and Accountability Return and

RESOLVED:

- ◆ To approve the Accounting Statements for 2017/18 and that they be signed by the Deputy Mayor.

31. **LEADER'S STATEMENT**

The Leader of the Council did not make a statement at this meeting.

32. **CAPITAL PROGRAMME**

The Deputy Town Clerk presented Report No. FC 2/18.

Members noted the capital projects that had been undertaken in 2017/18 and those that were proposed for 2018/19. With regard to the side panels that were to be provided to the bus shelter in Beechwood Avenue, which was owned by the Town Council, Members asked what the total costs would be if residents asked for side panels to be provided to the other bus shelters owned by the Town Council. The Deputy Town Clerk agreed to look into this. The possibility of generating income by making the side panels available for advertising was raised and the Deputy Town Clerk reported that he had approached several advertising companies but that there had so far been no interest. It was agreed that the possibility of advertising the Council's own facilities on the side panels would be investigated.

In response to a question the Deputy Town Clerk informed Members that refurbishment work to the public toilets in the Oakwood Centre could not be undertaken until the cause of the leak under the floor in the disabled toilet had been identified and repaired. Some repairs had been carried out and the walls and floor were currently being dried out to enable further assessment to be undertaken to determine whether additional remedial work was required.

In reply to a question, Councillor Baker confirmed that the cost of providing an electric socket and power at the northern end of the town centre to enable the Christmas tree to be sited there was the responsibility of the Town Council.

RESOLVED:

- ◆ To note Report No. FC 2/18.
- ◆ To approve the 2018/19 Capital Programme as set out in the schedule at **Appendix A.**

33. **PROJECTS FUNDING 2018/19**

The Deputy Town Clerk presented Report No. FC 3/18, which provided information on the required funding for projects planned for 2018/19, which included a workshop building, lake regeneration and Phase 1 Woodford Park Leisure Centre Regeneration projects, comprising a new ladies' toilet area, new reception area and flooring, and the creation of a new back office, as well as installing LED lighting in the Sports Hall and improving the north façade of the centre.

RESOLVED:

- ◆ To note Report No. FC 3/18.
- ◆ To seek the approval of the Secretary of State for Housing, Communities and Local Government to apply for a Public Works Loan Board loan of £240,000 up to 25 years for the following three projects:
 - Construction of a new workshop building for the maintenance teams
 - Phase 1 refurbishment of Woodford Park Leisure Centre
 - Regeneration of Woodford Park lake and its environs
- ◆ Not to increase the precept to cover the loan costs and to allocate general reserve funds (estimated to be £18,367) to cover the loan payments until loans relating to Bulmershe Leisure Centre and Woodford Park are paid, in 2019 and 2020 respectively.

34. **OUTSIDE BODIES**

a) Having been duly nominated it was

RESOLVED:

- ◆ To appoint Councillors Baker and Dolinski to represent the Council at the Woodley and North Earley Community Forum for 2018/19.

b) Members noted the following written reports:

- Citizens Advice Wokingham report from Councillor Bragg.
- ARC report from Mrs Shelagh Flower.

Councillor Dolinski gave a verbal report on the Woodley and North Earley Community Forum.

c) Members noted that a copy of the Poor's Land Charity audited accounts and Annual Report for the year ending 31 December 2017 had been received.

35. **TOWN MAYOR'S ENGAGEMENTS**

a) Members noted the 6 events attended by Councillor Rahmouni as Town Mayor since he had taken office.

b) Members noted that the Mayor's charity for 2018/19 was the Multiple Sclerosis Society, Reading, Wokingham & Districts.

c) Councillor Stares reported on the event he had attended as Deputy Town Mayor.

36. **FUTURE AGENDA ITEMS**

It was requested that an update to the work being undertaken to the public toilets in the Oakwood Centre be provided at the next meeting.

Meeting closed at 9:00 pm

Capital Programme 2018/19

APPENDIX A

CAPITAL PROJECTS	Allocation £	Status	Comment	Works Required
Signs	1,000		Annual Allocation	Replacement, new signs, fire signage and new entrance sign for Woodford Park
Seats	1,000		Annual Allocation	Replacement/additional seats - annual allocation
Litter bins	300		Annual Allocation	Replacement/additional bins - annual allocation
Dog bins	200		Annual Allocation	Replacement/additional bins - annual allocation
Pathway repairs	5,000		Annual Allocation	Repair work to council pathways - annual allocation

Toilets refurbishment - Oakwood Centre	5,000	Carried forward		Replace cubicles & panels, redecorate, tiling, hand dryers
Bowling Green fencing	3,200	Carried forward	Works completed and invoiced in 2018/19	Removal of trees where roots have damaged the path and are beginning to damage the green and the irrigation system. Removal of trees to be funded from tree works budget. Replace with steel weldmesh fencing to match east boundary installed last year.
WPLC Ladies toilets refurb	3,000	Carried forward		Refurbishment - toilets, sinks, flooring, lighting, décor
WPLC - Extend CCTV	2,000	Carried forward	Works completed and invoiced in 2018/19	Extend CCTV coverage to include new car park areas
Sports Hall Floor - sanding & remarking	8,200	Carried forward		Sand and remark sports hall flooring in Woodford Park Leisure Centre. The existing flooring was installed in 2007 and is showing significant signs of wear.
Green Flag Award	7,000	Carried forward	Works completed and invoiced in 2018/19	Funds in support of Green Flag Award status for Woodford Park.
Street Lighting Columns	8,000	Carried forward	Works completed and invoiced in 2018/19	
Bowling Green gulley matting	2,000	Carried forward		To replace the current requirement for annual removal, sifting and cleaning of rubber pellets from gulley around green.
Chapel Hall - replace guttering	3,500	Carried forward	Works completed and invoiced in 2018/19	Replace old damaged guttering which is beyond repair in several places.
Flail mower attachment	4,500			Replace old unit - no longer serviceable. Used for allotments/park margins/wild flowers
Fine Turf Mower - Bowling Green	5,000			Existing machine serviceable this year but chasis rotten - needs replacement
Side panels - bus shelter Beechwood Avenue	1,500			
Relocation of Christmas Tree in Town Centre	2,000			To provide a ground socket and power to site the Christmas Tree in the Northern end of the shopping precinct.
Playground equipment fund allocation	5,000	Sinking Fund	Annual Allocation	Annual allocation - Improvements to play areas - new equipment
Buildings & Facilities Fund allocation	10,000	Sinking Fund	Annual Allocation	Major planned repairs/renovation of Council buildings and facilities
Sub total	77,400			

FUNDED BY	
Carry forward balance from 2017/18	37,879
2018/19 budget allocation	45,000
Total funds available 2018/19	82,879
Capital Programme Balance	5,479

	Total in Fund as at 1/4/18	Allocation to fund		
SINKING FUNDS				
Buildings & Facilities fund	28,541	10,000	38,541	WPLC flat roof work completed in 2018/19.
Playground equipment fund	12,662	5,000	17,662	