



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

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

Councillors: B. Soane (Chairman); T. Barker; D. Bragg; J.J. Ellis; B. Franklin;
K. Gilder; M. Green; S. Rahmouni; D. Stares.

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 20 November 2018, 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 4 SEPTEMBER 2018**
To approve the minutes of the meeting of the Leisure Services Committee held on 4 September 2018 and for the Chairman to sign them as a true and accurate record. *(These minutes were provided in the Full Council agenda of 2 October 2018.)*
4. **JUST AROUND THE CORNER (JAC)**
To receive the report from JAC, attached at *Appendix 4*. Page 3
5. **COMMUNITY YOUTH PARTNERSHIP**
To receive **Report No. LS 21/18** of the Community Youth Partnership meeting held on 14 November 2018. Page 4
6. **BUDGETARY CONTROL**
To note **Report No. LS 22/18**. Page 6
7. **WOODFORD PARK LEISURE CENTRE, SPORTS DEVELOPMENT AND ACTIVITIES**
To receive **Report No. LS 23/18**. Page 8

8. **PARKS AND BUILDINGS**
To receive **Report No. LS 24/18.**

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9. **TOWN CENTRE PUBLIC TOILET UPDATE**
To receive a verbal update from the Town Clerk.

10. **FUTURE AGENDA ITEMS**
To propose future agenda items for the Committee's consideration.

11. **PUBLICITY & WEBSITE**
To consider which items to publicise.

JAC Detached Youth in Woodley September to November 2018

The afternoon sessions on Wednesday and Fridays between 4:30pm-6/6:30pm have continued to be full of activity, as we engage with YP who are socializing with friends after school. Our service has provided YP with opportunities to generally talk to trusted adults about their schooling or personal circumstances and hobbies. This session has often included offering and/or providing games of football or basketball. It is during these activities that we encourage YP to take responsibility to be 'captains' or choose what kind of games to play. Alongside empowerment, we enable the YP to practice good sportsmanship and develop new or existing skills. These sessions provide a positive alternative for those who hang around the shops or parks after school and continues to prove invaluable in building trust and relationships to encourage positive personal development; either discussing school work, GCSE options and exams or College and other fulltime work/ apprenticeships. We have also noticed an increased popularity of the YP socializing at Southlake shops and park. We have had to reinforce positive behaviour there, but there has been more general engagement through sports, such as football, there also.

During the evening sessions we often meet the older range of YP (15-18). It has been encouraging to identify a 'calming' within some individuals who have been hostile in the community. We have been able to personally encourage their character development, which has, more importantly, been acknowledged by themselves. There has been a positive development during this time in creating trusted relationships with troubled YP as they have felt safe to discuss personal challenges and problems. Again, a lot of the conversations over this period have been around the start of higher education or jobs. We have seen a consistency of YP drinking alcohol but generally in a fairly controlled manner. We have communicated well with other youth services such as Emmanuel Church youth club and Baptist Church youth club when building relationship with young people and encouraging their engagement in such groups.

The Youth & Community Partnership ran 2 evening workshops on anxiety in November, the training was delivered by ARC. Ninety people signed up for the workshop with a few less turning up on the evening. Very good feedback was received on the night and 15 of those attending have already signed up for the Facilitator Training for self-help parenting groups later this month. The aim is to start the Parenting Groups in the New Year. These 3 initiatives are a result of the Youth & Community Partnership Exploding the Myths held earlier this year and have had the full support of Woodley Town Council.

A very positive meeting was held with Artistic regarding Loddon Mead area development. We hope to join forces with them and Christian from Free-running to create a very versatile area for which we still have high hopes of achieving. We would like to request £300 from the Leisure Services Committee to go towards art work on the columns.

Woodley Town Council

Report of a Meeting of the Community Youth Partnership held at The Oakwood Centre on Wednesday 14 November 2018 at 5pm

Present:

Sam Milligan (Chairman)
Cllr Richard Dolinski - WTC
Cllr David Stares – WTC
Cllr Jenny Cheng

Cllr Michael Forrer
Steve Outen – Woodley United FC
Graham Sumbler – Woodley Baptist Church

Officer present: Deborah Mander - Town Clerk

Apologies: Paul Cassidy - ARC

DECLARATIONS OF INTEREST

No declarations of interest were made.

MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting held on 29 August 2018 were agreed as a correct record. Under this item Deborah Mander reported that Anuszkia Ransley, the Council's Communications Manager, hadn't been able to attend the meeting, as requested. However, she had confirmed that she would be happy to publicise the proposed art/parcour project at Loddon Mead once plans were underway.

PARENTS SELF HELP GROUPS PROJECT

The Chairman reported on the previous week's workshops for parents on learning and awareness of anxiety in children and young people. The first evening event on 7 November had been booked by 36 people, with 9 of those not turning up. The second evening on 8 November had attracted 56 bookings, however, 8 of these hadn't attended. There was a view that the free of charge workshops can mean that people don't come even though they have booked a place. The meeting agreed to look at this if the workshops were repeated in the future. Of those attending, 12 people had put their names forward to either act as facilitators or be participants in the planned parent self-help group that the partnership was hoping to support in starting up. JAC would be contacting those who volunteered to find out whether their interest was as a facilitator or participant in the first instance. Then the planned training with the facilitators would be undertaken with the self-help group then encouraged to start up.

The feedback forms had been very positive, with many commenting that it had been helpful and practical and a general appreciation at the opportunity to come to the workshops.

After some discussion it was agreed that if there were to be further workshops there could be some more work done to liaise with the schools to encourage parents who could do with some support to attend.

It was noted that the costs allocated so far to support this project were in the region of £880. This had included technician costs for the workshops in the Alan Cornish Theatre at the Oakwood Centre. The Partnership expressed its thanks to the Town Council for funding the events and the financial support it was giving to help set up the parents self-help groups.

LODDON MEAD AREA - PROPOSED PROJECT

The Chairman and Cllr Dolinski had met with representatives from Artistic to look at the proposal to paint murals on the concrete pillars under the A3290 at Loddon Bridge Road. The Chairman had also been in contact with one of the parcour contacts who had assisted with the open day at the site some time ago. The next step in this project would be to get both groups together to discuss what might be possible. Cllr Dolinski confirmed that three artists had committed to take

part with the idea of starting an art project at the site to create interest. Cllr Dolinski also reported that he had met with a Wokingham BC officer charged with developing cultural projects across the borough and had talked about the Loddon Mead project. It was possible that a business event planned for June may provide an opportunity to bid for sponsorship for the project and there was general agreement that we could work with the artists and parcour contacts to put together a bid. Both the Chairman and Cllr Dolinski believed that with these people working together there was a real opportunity to make the site a destination for both activities - with the JAC detachment team working alongside to get local young people involved and hopefully art teachers from the secondary schools.

It was noted that there was a need for some funds to start the project and that the Youth Projects budget had a balance of £1,000. With this in mind the Partnership:

RECOMMENDED:

That a sum of £300 be allocated from the Youth Projects Budget to start work on the art/parcour project at Loddon Mead.

OPEN FORUM/REPORTS

Woodley United FC

Steve Outen reported that following a sad event Woodley United FC were looking at developing links with charities to help people suffering from depression. He also reported that Mini Kickers sessions were regularly seeing 45 - 50 attending. There was now a regular Saturday session for girls' football where girls can practice with other girls or with boys. The Ladies team was helping coach at these sessions. The club was also helping some members to achieve their referee qualification.

Woodley Baptist Church

Graham Sumbler reported a big growth in younger families in the area with 60 - 70 youngsters on the register for the Tuesday toddler sessions. On Friday evenings they were regularly seeing up to 70 7 to 11 year olds turning up each week.

Meeting closed at 6.00pm

EXPENDITURE	Budget 2018/19	Actual Exp as at 31/10/17	Actual Exp as at 31/10/18	Actual Exp as % of Budget	Information
Woodford Park LC	340300	205098	199721	58.7	Rates, water rates, repairs, certification, maintenance, equipment hire and vending costs over 58%. All other costs under.
3G Pitch	15300	6529	1006	6.6	Maintenance visits carried out. Transfer of £12K to earmarked reserve towards replacement carpet not yet made.
Grounds Maintenance	30365	18307	18659	61.4	Water rates, phone, horticultural supplies, skip hire and equipment over 58%. All other costs under.
Football	20671	8260	11149	53.9	All costs under 58% at this point.
Cricket	10886	4746	5733	52.7	Water rates higher than 58%. All other costs under.
Bowling Green	13569	7623	7598	56.0	Water rates and horticultural supplies higher than 58%. All other costs under.
Woodford Park	33242	16381	18260	54.9	Water rates, horticultural supplies and tournament costs higher than 58%. All other costs under.
Memorial Ground	9612	4157	5148	53.6	All costs under 58% at this point.
Garden of Remembrance	7017	2893	3905	55.7	Inscription costs over 58% at this point.
Play areas and open spaces	14684	7352	7952	54.2	All costs under 58% at this point.
Coronation Hall	28312	18596	17086	60.3	Staff ,washroom services, repairs and rates over 58%. Water rates refund of £712 received. All other costs under.
Chapel Hall	20209	10621	11208	55.5	Staff, washroom services, rates and cleaning costs over 58%. All other costs under.
Allotments	19032	9605	10804	56.8	Water rates refund of £1146 received this year. All expenditure, apart from repairs under 58%.
Amenities	7972	4022	2942	36.9	All costs under 58% .
Events	10443	4817	6477	62.0	Carnival contribution paid in full - other costs under or at 58%.
Public toilet	10718	0	0	0.0	
Youth Services	27666	17960	18561	67.1	JAC Service Level Agreement paid in advance.
Capital and Projects	77488	38744	38744	50.0	Most loans paid in March and September, 3G pitch loan paid in December and June.
TOTAL	697486	385711	384953	55.2	
Month 7 - 58%					

INCOME	Budget 2018/19	Actual Inc as at 31/10/17	Actual Inc as at 31/10/18	Actual Inc as % of Budget	Information
Woodford Park LC	299160	194879	216348	72.3	Annual rent for flat paid in advance. All income codes above 58%, apart from hard surface income and Healthy Habit card sales.
3G Pitch	42041	21996	22283	53.0	Higher income in autumn and winter months.
Grounds Maintenance	600	331	266	44.3	Fewer cuts at Bulmershe Park during sustained hot weather - half the cost charged to Earley Town Council (joint management)
Football	6729	6717	5478	81.4	Season underway - includes payments in advance.
Cricket	2500	2413	3441	137.6	Season ended in August.
Bowling Green	7319	7040	7280	99.5	Season over.
Woodford Park	6250	6597	5331	85.3	Income from fair visits.
Memorial Ground	292	226	115	39.4	One booking fee paid.
Garden of Remembrance	1100	427	916	83.3	Demand led.
Play areas and open spaces	0	0	0	0.0	
Coronation Hall	30000	20223	25227	84.1	Income in advance.
Chapel Hall	36200	23688	22019	60.8	Income in advance.
Allotments	11600	287	438	3.8	Fees from new tenants, invoices issued in December.
Amenities	0	0	0	0.0	
Events	0	0	0	0.0	
Public toilet	1460	0	0	0.0	
Youth Services	0	0	0	0.0	
Capital and Projects	0	0	0	0.0	
TOTAL	445251	284824	309142	69.4	
NET	252235	100887	75811	30.1	
Month 7 - 58%					

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.

WOODFORD PARK LEISURE CENTRE

Paddling Pool

Wokingham Pools & Spas recently supplied a quote of £1,780 plus vat for a winter pool cover that would allow the Paddling Pool to remain clean and running all year round. Whilst we would not open outside of the summer months this would eliminate the need to deep clean the pool each year (which can take between two and four days of maintenance team work) and would prevent the pool becoming unsightly over the winter months. Running the pool all year round would also allow us to reactively open the paddling pool earlier in the year should the weather suddenly improve (compared with a normal two week preparation / testing time). The ongoing cost of running and chlorinating the paddling pool in this way over the winter is estimated at £75 per month.

The risk of turning the paddling pool off after each summer (which is what currently happens) is that the pump remains inactive for eight months each year and algae can grow within the system. On numerous occasions over the last ten years this has resulted in needing various pool plant components replaced. For the summer of 2019 it is highly likely we will need to invest in a new pump and multiport valve (currently awaiting an accurate quote for both). A winter cover should help save money on various parts in the future and prevent regular damage that occurs over the winter months.

With the above in mind, the cover estimated at £1,780, will be included in the 2019/20 Capital Programme for consideration by Members in 2019 and the additional running costs included in the leisure centre budget for the winter of 2019/20.

New Classes / Gym Exercise Timetable

We have recently made two new additions to our gym exercise timetable, taking the number of weekly classes we run up to thirty. The two new classes are:

- **Zumba:** running every Monday, 7pm – 8pm. This has so far attracted fourteen attendees in week one and twenty-one attendees in week two.
- **Ta Chi:** running every Tuesday, 9:30am – 10:30am. This has so far attracted twenty-three attendees in week one and twenty attendees in week two.

Both classes were announced in November's edition of the Woodley Herald and have received strong positive feedback via social media.

Sunshine Membership

We have recently launched a new membership type that only allows access to the gym and exercise classes between 8:00am and 3:00pm. The "Sunshine Membership" is aimed at individuals who only want to use the gym during quieter periods and allows us to slightly extend our gym membership capacity. The charges for a Sunshine Membership are £19.99 per month for residents of Woodley or £21.99 per month for non-residents (slightly lower than our standard monthly charges). The Sunshine Membership was announced in November's edition of the Woodley herald and has been well received so far.

Optalis / Addington Gym Usage

As of mid October we are now allowing local community groups to make use of the gym on Fridays for a minimal charge of £2 per person. This follows a provisional idea to offer a "Community Hour" each week as part of our permanent gym timetable. On Friday 2nd November a group of ten Addington School students and their teachers were inducted on how to use the equipment and this group / class will likely return every week.

Gym Decoration

The Gym on the Park is currently undergoing decorating work having now been open to the public for two years. All previous wall art has been removed and new artwork is being drawn up ready for the new year. Two of the previously white walls have been painted in a lime green colour to match the lockers, blinds and upholstery on the gym equipment. We are also currently looking into "chalkboard paint" that would allow members to write on one of the walls (and hopefully leave positive feedback for potential new members to see when being shown around the gym).

Christmas Opening Hours

Woodford Park Leisure Centre will remain open between Christmas and New Year to allow access for gym members. The planned open / closed dates are:

- Closed Sunday 23rd December – Wednesday 26th December (four days)
- Open Thursday 27th December – Saturday 29th December (three days)
- Closed Sunday 30th January – Tuesday 1st January (three days)
- Open Wednesday 2nd January

RECOMMENDATIONS

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

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.

Woodford Park Leisure Centre

Ladies Toilets

Completion of the works to install new ladies toilets has been delayed due to some redesign work. This work is now nearing completion with just the final fix on the cubicles and some redecoration remaining. The next stage of the regeneration work will be the redesign of the office and reception area and plans for this are being developed, along with plans for an improved IT installation.

Roofing

Defects in the flat roofing that was replaced earlier in the year have been identified with remedial works to be carried out over the coming weeks.

Maintenance

A backlog of maintenance issues are currently being addressed at the centre by the new Maintenance Manager.

Heating

The heating in the sports hall is undergoing repair along with the identification and rectification of a gas leak in the system. Temporary additional heating is being used to minimise any impact on hirers.

Boilers have been serviced and repairs carried out to a number of faulty radiator valves.

Thames Water

Thames Water carried out a routine inspection of the water systems in the leisure centre in October and provided a schedule of remedial works to meet compliance with current regulations. Most of these works have now been carried out, some remaining issues are being attended to this week.

Sports Hall Lights

All of the lamps in the sports hall lights were replaced by the Maintenance Team in early November.

Woodford Park

Remembrance

The Remembrance event on 11 November was very well attended and went very well. The 'Woodley in WW1' panels have also been very well received.

The Memorial gates have been fully refurbished by John Loveluck's team at Anvil Metalworks, who created the gates. The work included re-welding, shot blasting, powder coating, hand painted detail and the addition of some new design items to commemorate the centenary of the end of WW1.

Rotary Garden

The Rotary club has proposed a plan to create a 'Rotary Foundation Rose Garden' within the Rotary Garden, where people can donate roses and potentially have a plaque. The proposal is being developed with the Grounds Manager and the Friends of Woodford Park and will be a good addition to the garden which is already much improved with new planting and pathways.

The Rotary Club has also sponsored the purchase of a new seat in the garden, which should be delivered and installed in the coming weeks. The remaining seats will be renovated by the Grounds Team over the winter period.

Crocus planting

5000 crocus bulbs were planted by volunteers from the Rotary and Friends of Woodford Park on Saturday 20 October, in the area between the Oakwood Centre and War Memorial and in the Rotary Garden.

Lake Project

Tenders for the silt redistribution and boardwalk work were sent out in October and the submission date has been extended to 22 November to enable a sufficient number of contractors to submit a tender.

In house work to install a timber retaining wall and new drainage at the eastern end of the lake has been completed by the Grounds Team.

Friends of Woodford Park

Minutes of the meeting of the Friends of Woodford Park on 12 November will be distributed to members of the Committee when available.

Water leak – driveway

Thames Water have investigated a suspected water leak beneath the driveway to the leisure centre. This appears now to have been storm water that had backed up in the storm drain that runs from Reading Road to Haddon Drive. The accessible drains in this area will be cleared and checked going forwards.

Grounds and Maintenance Workshop

Plans for the new maintenance workshop/toilet/office have been submitted for planning permission. A copy of the plan is attached at **APPENDIX A**. The building will provide an 8m x 8m workshop space, office for the Grounds Manager and Maintenance Manager, toilets and a shower.

Replacement lighting units have been installed in the grounds workshop/tractor shed. The new units are LED and provide an appropriate level of light to work safely.

Allotments

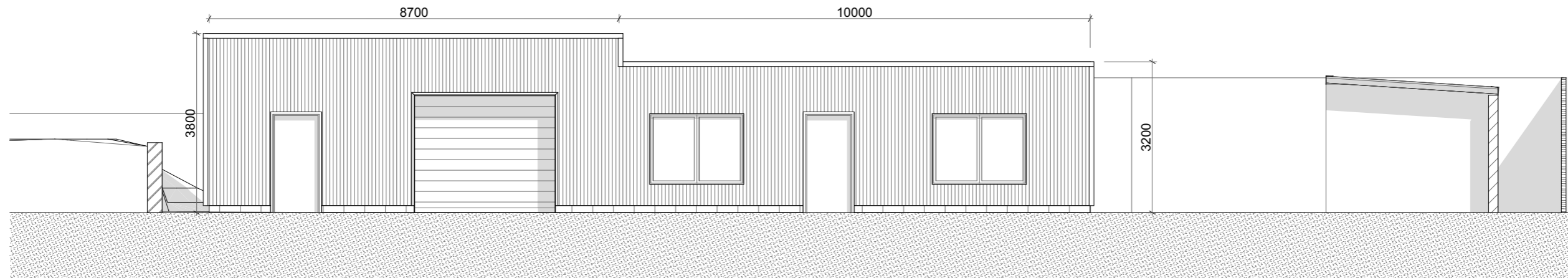
The Tenants Committee is continuing to carry out plot inspections. The waiting list remains around 6 – 10 tenants generally as plots are relinquished and re-allocated.

Community Halls

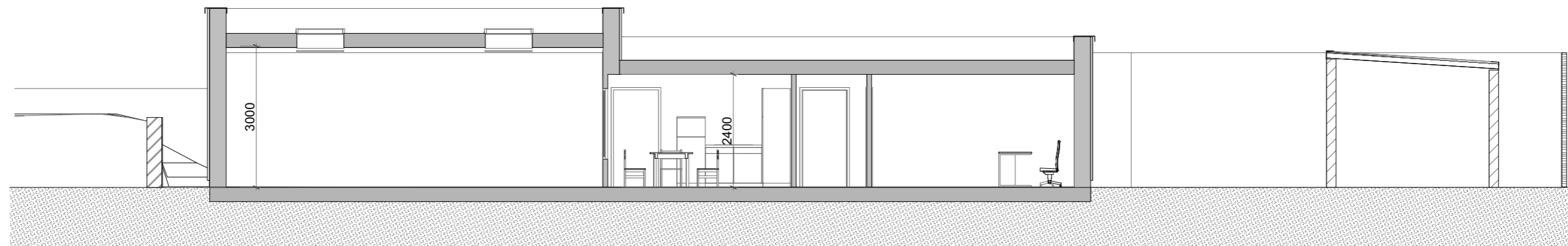
The powered shutters at Coronation Hall have been repaired with a new motor installed and realigned roller tracks.

Recommendations

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



North Elevation



Section A-A



Concrete area to be extended.
Include drainage

A

A

Future septic tank area

