

**Minutes of a Meeting of the Community Services Committee held at the  
Oakwood Centre on Tuesday 19 January 2016 at 7:30 pm**

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**Present:** *Councillors: D. Smith (Chairman); J. Cheng; R. Dolinski;  
J. MacNaught; D. Mills; M. Walker*

**Also present:** *Councillor K. Baker  
3 members of the public*

**Officers present:** *D. Mander, Town Clerk; L. Matthews, Committee Officer*

60. **APOLOGIES**

Apologies for absence were received from Councillors M. Forrer and W. Soane.

61. **DECLARATIONS OF INTEREST**

There were no declarations of interest made by Members.

62. **EXCLUSION OF THE PUBLIC AND PRESS**

**RESOLVED:**

- ◆ That in view of the confidential nature of the business about to be transacted in relation to personal information, it was advisable in the public interest that the public and press were temporarily excluded and asked to withdraw for the following agenda item.

63. **CITIZENS AWARDS**

Following consideration of each of the nominations it was

**RESOLVED:**

- ◆ To award a total of five Citizens Awards.

64. **MINUTES OF THE COMMUNITY SERVICES COMMITTEE MEETING HELD  
ON 10 NOVEMBER 2015**

**RESOLVED:**

- ◆ That the minutes of the meeting held on 10 November 2015 be approved and signed by the Chairman as a correct record.

65. At this point in the meeting the Chairman moved that agenda item 6, the report from Just Around the Corner charity (JAC), be deferred until later in the meeting as the representative from JAC had not yet arrived.

**RESOLVED:**

- ◆ To defer agenda item 6 to a later point in the meeting.

66. **BUDGETARY CONTROL**

The Town Clerk presented Report No. CS 1/16.

**RESOLVED:**

- ◆ To note report No. CS 1/16.

67. **COMMUNITY YOUTH PARTNERSHIP**

The Town Clerk presented Report No. CS 2/15 of the Community Youth Partnership meeting held on 13 January 2016.

Members discussed the recommendation from the Community Youth Partnership that funding be allocated to enable a consultation video to be produced showing Loddon Mead and the area under the A329 and inviting ideas for its use. There was a suggestion that the video could be made by local school, but the majority of the Committee felt that a professional video was required to ensure that it was produced and distributed as quickly as possible and that the message was put across clearly.

**RESOLVED:**

- ◆ To note Report No. CS 2/15.
- ◆ That a sum of £200 be allocated from the Youth Project Fund to fund the provision of a video of the Loddon Mead area in order to carry out a consultation with local young people on the potential uses for this site.

68. **WOODLEY TOWN CENTRE MANAGEMENT INITIATIVE**

**RESOLVED:**

- ◆ To note the report of the Woodley Town Centre Management Initiative meeting held on 28 October 2015.

69. As there were members of the public present who wished to speak on agenda item 16, Colemans Moor Lane, the Chairman proposed that agenda item 16 be considered next and that the remaining items be considered in the order in which they appeared in the agenda.

**RESOLVED:**

- ◆ That the next item to be considered would be agenda item 16, Colemans Moor Lane, and remaining items be considered in the order set out in the agenda.

70. **COLEMANS MOOR LANE**

Members noted the information given in the agenda regarding the enquiry from Mr Armstead, a resident of Colemans Moor Lane, asking whether traffic signs could be installed to remind drivers of the speed limit on Colemans Moor Lane. Mr Armstead was present at the meeting and spoke to Members about the problem, informing them that it was many years since a traffic survey was carried out in Colemans Moor Lane and that the speed of traffic had increased since then. There were currently no speed signs in Colemans Moor Lane.

Members discussed the best way to investigate and resolve the problem of speeding traffic in Colemans Moor Lane and agreed that the Town Council should contact Wokingham Borough Council to request that a traffic survey be carried out. If the survey showed that there was a problem with speeding traffic, police action might be triggered and speed signs might be installed by the Borough Council. If this was not the case the Committee could consider the purchase of a vehicle activated sign.

**RESOLVED:**

- ◆ To request that Wokingham Borough Council carry out a traffic survey in Colemans Moor Lane

71. **JUST AROUND THE CORNER CHARITY**

As there was no representative from Just Around the Corner charity (JAC) present at the meeting Members noted the contents of the JAC report distributed with the agenda.

72. **REVISED ESTIMATES 2015/16**

The Town Clerk presented Report No. CS 3/16 and explained that the anticipated decrease on the original estimates for the Committee's spending was mainly due to the allocation for the potential running costs of a public toilet, which would not be spent in the current financial year.

**RESOLVED:**

- ◆ To note Report No. CS 3/16.
- ◆ To recommend approval of the Revised Estimates for 2015/16, as set out in the Budget Appendix.

73. **BUDGET ESTIMATES 2016/17**

The Town Clerk presented Report No. CS 4/16.

Councillor Baker informed Members that, should the grant be approved, the Carnival Committee had agreed that the £3,000 contribution from the Town Council would be used specifically to pay for the fireworks display and the Carnival publicity would publicise this sponsorship by the Town Council.

**RESOLVED:**

- ◆ To note Report No. CS 4/16.
- ◆ To approve the proposed grant allocations as presented, subject to Council approval of the 2016/17 Budget Estimates.
- ◆ To recommend to the Strategy and Resources Committee that the Budget Estimates for 2016/17 be approved.

74. **ALLOTMENTS UPDATE**

Members discussed the update provided in the agenda and were pleased to note that the current systems and processes had worked well over the previous year and would continue.

75. **HIGHWAYS**

**Road Works/Street Works Major Project Co-ordination meetings**  
Members noted the minutes of the Wokingham Borough Council Road Works/Street Works Major Project Co-ordination meetings held on 10 November and 15 December 2015.

76. **PROPOSED CHANGES TO BRECON POST OFFICE, 4 THE PARADE, BRECON ROAD**

The correspondence from the Post Office regarding the proposed changes to Brecon Post Office was noted and discussed and it was

**RESOLVED:**

- ◆ To send a response stating that Members were pleased to see investment being made in a local post office and looked forward to the extended opening hours.

77. **CITIZENS ADVICE WOKINGHAM**

- a) Members noted that correspondence had been received from Citizens Advice Wokingham thanking the Town Council for the second instalment of the annual grant for 2015/16.
- b) Members noted the information given in the agenda that an independent auditor had rated the quality of the advice provided by Citizens advice Wokingham to be 'very good'. In reply to a question the Town Clerk agreed to find out whether there was a separate rating for the Woodley office.

*[Town Clerk's note: Citizens Advice Wokingham has confirmed that the quality of advice audit covered both the Wokingham and Woodley offices.]*

78. **VERGE PARKING IN CAMPBELL ROAD**

Councillor MacNaught informed Members that he had visited Campbell Road to investigate the problems caused by verge parking in the vicinity of Southlake School, following the raising of this issue by residents at the Town Forum on 8 December 2015. The residents had reported two problems: the damage to the grass verges and the congestion caused when children were dropped off and picked up from school.

Councillor MacNaught reported that the most badly damaged part of the grass verge seemed to have been caused by a resident driving over the verge to access his driveway, as his drive was wider than the dropped kerb. This resident had subsequently agreed to apply for planning permission to allow him to increase the width of the dropped kerb and the access to his driveway.

At the Town Forum in December some of the residents had suggested that pegs could be inserted into the edge of the verges to stop people parking there, but Councillor MacNaught had discovered that other residents objected to this and the difficulty of cutting the grass with the pegs in place had also been raised.

With regard to the traffic congestion at the beginning and end of the school day, Councillor MacNaught found that this was exacerbated by staff parking in the road because there were insufficient parking spaces in the school grounds. Some parents had started driving into the school grounds to drop their children off as many schools were now providing a drop off/pick up zone, although this facility was not available at Southlake School.

Councillor MacNaught reported that the local residents were holding meetings to try to find a solution to the problem, but he felt that the school also needed to be involved if the situation was to be resolved. Wokingham Borough Council had agreed to meet with the residents to review the situation and the local borough councillors were involved in trying to find a solution.

79. **WOKINGHAM BOROUGH COUNCIL CONSULTATION: EVENING AND WEEKEND PARKING CHARGES**

Members considered the consultation from Wokingham Borough Council regarding the proposal to introduce evening and weekend parking charges in the borough council's car parks. This would result in charges being imposed in the Woodley town centre car parks in the evening and overnight and on Sundays, whereas there was currently free parking at these times.

A member of Woodley Theatre was present at the meeting and was invited to give his views on the proposals. He was concerned that these charges would increase the cost of theatre visits for local residents and would also impact on cast members, who would have to pay parking charges every time they attended a rehearsal.

Members were concerned that the proposed charges would have an adverse impact on the numbers of people taking part in evening and Sunday activities at the Oakwood Centre and would also exacerbate the problem of unauthorised parking at Coronation Hall, where free parking was provided for hall users. There was a possibility that the increased activity in the town centre on Sundays and in the evenings, which the Town Centre Management Initiative (TCMI) had been working hard to attract, would also be jeopardised. The Town Clerk confirmed that the Town Centre Manager was very concerned about these proposals and the issue would be discussed at the TCMI meeting the following week.

Although they were opposed to the evening and Sunday parking charges in the town's car parks Members appreciated that the borough council had been badly affected by extra budget cuts imposed by the government and discussed alternative ways in which the revenue could be raised. It was suggested that a 10p increase in the daytime 1 hour parking rate would be preferable to introducing evening and Sunday charges, especially as the parking charges had not been increased since 2008. It was noted that although this might be the best solution in Woodley, it was not the Committee's view that this should apply to car parks in other locations and charges should not be unified across the borough.

Members also suggested that the increased revenue raised from the Woodley car parks be invested back into these car parks, with the installation of 'pay on exit' charging and the introduction of vehicle number plate recognition technology, which would prevent people parking without paying and would not require policing.

Following these discussions it was

**RESOLVED:**

- ◆ To respond to the consultation objecting to the imposition of evening and Sunday parking charges in the Woodley town centre car parks, and to propose that revenue be increased by raising the daytime 1 hour parking rate from 70p to 80p instead.
- ◆ To stress that the imposition of evening and Sunday charges would reduce the evening and Sunday footfall in the town centre and at the Oakwood Centre and work against the development of business in the town centre and the Oakwood Centre.
- ◆ To request that the extra revenue raised be invested back into the Woodley town centre car parks, with the introduction of 'pay on exit' charging and vehicle number plate recognition technology.
- ◆ To circulate the response to all borough councillors in Woodley.

80. **WOKINGHAM BOROUGH COUNCIL GRASS CUTTING CONTRACT**

Members were pleased to note the press release from Wokingham Borough Council regarding the new grass cutting contract and felt that the more flexible service would be an improvement.

81. **PUBLICATIONS/INFORMATION**

**RESOLVED:**

- ◆ To note receipt of the following:
  - *Citizens Advice Wokingham Winter Bulletin*
  - *Woodley Volunteer Centre Newsletter – November 2015*
  - *Review of the Citizens Advice service for Woodley Town Council*
  - *Woodley Town Centre Management Initiative Newsletter*

82. **FUTURE AGENDA ITEMS**

It was requested that the following items be included in a future agenda:

- An update on the parking problems in Campbell Road.
- The result of the parking charges consultation.

83. **PUBLICITY/WEBSITE**

**RESOLVED:**

- ◆ To publicise the following:
  - The Council's sponsorship of the fireworks display for Carnival.
  - To place a news item on the website publicising the Council's views on the proposed changes to car parking charges in Woodley.

Information on the following item was received after the agenda had been published:

84. **CONSULTATION BY ROYAL BERKSHIRE FIRE AND RESCUE SERVICE:  
INTEGRATED RISK MANAGEMENT PLAN**

Members noted that Royal Berkshire Fire and Rescue Service was holding a public consultation on the Integrated Risk Management Plan. As Members had not had time to consider the proposals prior to the meeting the Chairman asked Members to send their comments to the Committee Officer after the meeting.

**RESOLVED:**

- ◆ That the web link to the consultation document be emailed to committee members and for Members to send their comments to the Committee Officer.
- ◆ To display the poster publicising the public consultation on the Oakwood Centre noticeboard and to place photocopies on the tables in the café.

The meeting closed at 9:00 pm

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Chairman