

Woodley Town Council

Minutes of a Meeting of the Community Services Committee held at the Oakwood Centre on Tuesday 12 November 2013 at 8 pm

Present: *Councillors: L. Hayward (Chairman); M. Holmes; C. Lawley; D. Mills; R. Neall; D. Smith; W. Soane*

Also present: *Ms Trudi Eisner and Mr Daniel Carter, Just Around the Corner Charity*

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

38. **APOLOGIES**

Apologies for absence were received from Councillors L. Higgs and M. Walker

39. **DECLARATIONS OF INTEREST**

There were no declarations of interest made by Members.

40. **MINUTES OF THE MEETING HELD ON 3 September 2013**

In response to a question the Chairman reported back to the Committee with regard to Minute 22: Highways, clause a) Highways requests. Concern had been expressed that the Committee had not been aware that a petition had been sent to Wokingham Borough Council from the residents of Nightingale Road. The Chairman explained that as the petition had been sent directly to Wokingham Borough Council, the Town Council could not have known about it unless it had been notified by Wokingham Borough Council. Members felt strongly that if local residents were sufficiently concerned about any matter to raise a petition to Wokingham Borough Council, the Town Council should be aware of this and the Town Clerk agreed to write to Wokingham Borough Council to ask that the Town Council be notified of petitions, on any matter, received from residents of Woodley.

A question was asked regarding Minute 29: Minutes of the Allotment Working Party Meeting, and whether there had been a meeting with the Allotment Tenants Committee. Councillor Mills reported that the chairman of the Allotment Association had been unwell but a meeting had been scheduled for December.

RESOLVED:

- ◆ That the minutes of the meeting held on 3 September 2013 be approved and signed as a correct record by the Chairman.

41. **JUST AROUND THE CORNER**

Trudi Eisner and Daniel Carter, Just Around the Corner charity, were welcomed to the meeting.

Trudi Eisner gave apologies from Sam Milligan and presented the JAC report. Trudi stressed how important their street work was as it enabled JAC to make contact with young people, get to know them and see who might need help. She responded to questions and explained that the street work they carried out was fundamental to their work to support young people. The horses had moved to the charity's new site on Forest Road and they were meeting referrals from three local primary schools at the centre.

In response to a point made in the report about the cancellation of Youth Working Party meetings, the Town Clerk explained that the Council Members on the working party had met on the scheduled dates to discuss Council business with regard to moving forward on open access provision and therefore outside agencies had not been invited to the meeting. In reply to a question the Town Clerk explained that the Youth Working Party consists of six councillors and representatives of youth organisations attend by invitation. The attendance of three councillors is required for a quorum.

The Chairman thanked JAC for the work they do and for taking the time to come to the meeting.

RESOLVED:

- ◆ To note the report from the Just Around the Corner charity.

42. **BUDGETARY CONTROL**

In response to a query regarding the figures for actual expenditure as at 30/9/12, the figure of £16519 for partnership projects was an error and an amended figure of £18119 was provided.

[Town Clerk's note: on checking this after the meeting the amended figure should have been £16810.]

RESOLVED:

- ◆ To note Report No. CS 21/13.

43. **WOODLEY TOWN CENTRE MANAGEMENT INITIATIVE**

Councillor Holmes reported that options for improvements at the north end of the town had been considered at the last meeting, with a preference identified. She also reported that the public consultation on the preferred location for the proposed new public toilet in the town centre had been undertaken the previous week and thanked everyone who had turned up to help; the results were being collated. The Town Clerk explained that this topic would not be included in the next residents' survey as the results would not be available for some time. She explained that the results would go to the Public Toilets Working Party.

In reply to a question the Town Clerk explained that the Public Toilets Working Party reported to the Strategy and Resources Committee and that the minutes of the working party had previously been presented to the Community Services Committee in error.

Members who had taken part in the public consultation reported that they had been pleased to see a significant number of Earley residents using the town centre on weekdays and at the weekend. Several people had said that the Sunday car boot sale had drawn them to Woodley town centre for the first time.

Councillor Holmes confirmed that any replacement of the pagoda would have to be suitable and accessible for general use.

A question was asked regarding the nomination by Costa Coffee for Woodley to be a venue for their Christmas activity scheme, however, as nothing more had been heard about this, it was assumed that Woodley had not been chosen as a venue.

RESOLVED:

- ◆ To note the report of the Woodley Town Centre Management Initiative meeting held on 9 October 2013.

44. **YOUTH WORKING PARTY**

a) **RESOLVED**

- ◆ To note Report No. CS 22/13.

- b) Members noted that the Youth Working Party meeting scheduled for 7 October 2013 had been inquorate and the Town Clerk gave a verbal report. Despite the meeting being inquorate, councillors had taken on responsibility to progress the review of open access youth provision in the town and the following have been approached for information: Bulmershe and Waingels schools, the Guides, the Scouts, Emmanuel Church, St. James Church, The Venue, the Police and JAC.

As information had not been obtained from all these organisations, the meeting of the Youth Working Party scheduled for 30 October had been cancelled and a meeting of the working party would be held when all the information had been gathered.

- c) The Town Clerk reported on progress following the Council's decision to make every effort to get the Friday night youth club running at Bulmershe Centre up to Christmas.

The Town Clerk had contacted Berkshire Youth for assistance with policies and risk assessments and they had advertised for youth workers who may be able to cover a Friday evening session. Paul Blount, formerly of the Airfield Centre, had been commissioned to assist the Town Clerk in trying to set up the club.

The four youth workers who had worked at the Friday night club were still employed by Wokingham Borough Council but after some correspondence it became clear that this was unlikely to be an option for the club. Understandably, they had concerns about the longevity of the club and further disappointment for the young people if it closed again.

Since then the Town Clerk had been contacted by the youth leader at the Church that meets at the centre who is very interested in setting up a Friday night youth club, open to all. A meeting had been arranged with the Church and Paul Blount on 15 November and members of the Youth Working Party would be updated on progress.

Members expressed disappointment that the working party had not been quorate and that the meeting scheduled for 30 October had been cancelled. The Town Clerk explained that this action had been taken, in consultation with the chairman of the working party, because the research work on open access activities in Woodley was not complete; the meeting would be re-arranged once that work had been completed. Members asked that inquorate meetings be reported as such, in writing, with attendance information, and the Town Clerk agreed to provide this in future.

- d) Members considered the proposal that funds in the Events budget, which were allocated for community events, be used for costs involved in the re-opening of the Friday night youth club at Bulmershe Leisure Centre.

RESOLVED:

- ◆ To approve the use of funds of £2100, allocated for community events in the Events budget, for any costs involved in the re-opening of the Friday night youth club at Bulmershe Leisure Centre.

45. **HIGHWAYS**

- a) **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 20 August 2013, 17 September 2013 and 22 October 2013.

- b) **A329 Junction with Loddon Bridge Road**
Members noted that highway improvement works were underway on the A329 at the Loddon Bridge Road junction and looked forward to the traffic flowing much more freely when the work is completed.

Councillor Lawley expressed concern about the amount of road works currently being carried out in Woodley and felt that, although these works are necessary to maintain the highways and improve traffic flows, they could have been scheduled so that they did not run concurrently and there could have been better communication to residents by Wokingham Borough Council to notify them of likely disruption to traffic. Councillor Lawley's comments were discussed by Members and it was:

RESOLVED:

- ◆ To write to Wokingham Borough Council expressing concern over the scheduling of road works in Woodley and the recent extensive disruption caused to local road users. The following wording was agreed:

"Woodley Town Council accepts the need for some traffic disruption on the roads in Woodley, and on those roads leading into and out of the town, caused by road maintenance and repairs, and welcomes the improvements that schemes make in easing traffic congestion on our roads.

However, the Town Council has been very concerned at the apparent lack of appreciation shown by Wokingham Borough Council of the effects that recent road and lane closures have had on our residents in Woodley.

Woodley Town Council requests that Wokingham Borough Council takes immediate steps to review its policies regarding communication with local road users concerning road works, and the scheduling of these road schemes to aid the general freedom of traffic movement, both within Woodley and into and out of the town."

- c) **Temporary road closure – Reading Road, Woodley**
Members noted a temporary closure of Reading Road, Woodley, between its junctions with A4 London Road and Western Avenue to enable carriageway work to be carried out in safety. The Order came into

operation on 2 September 2013 and would continue in force for a period not exceeding 18 months, or until works had been completed. It was anticipated that the work would be carried out between 11 November and 22 November 2013.

d) **Temporary road closure – Glendevon Road, Woodley**

Members noted a temporary closure of Glendevon Road, Woodley, between its junctions with Butts Hill Road and Church Road, to enable carriageway work to be carried out in safety. The Order came into operation on 17 June 2013 and would continue in force for a period not exceeding 18 months, or until works had been completed. It had been anticipated that the work would be carried out between 21 October and 25 October 2013, but this had been postponed due to adverse weather conditions.

e) **Application for goods vehicle operator's licence**

Members noted the following application:

Reference:	OH1124119 SN
Applicant:	AYS Removals Ltd
Operating Centre:	Unit 3, Headley Park Nine, Woodley, RG5 4SQ.
Authorisation:	5 vehicles and 0 trailers

46. **COMMUNITY REFUSE VEHICLE**

At its meeting on 10 September 2013 the Strategy and Resources Committee deferred making a decision on funding an additional community refuse vehicle and asked for advice to be obtained regarding the sustainability of this service. Wokingham Borough Council had since advised that a review of the amenity vehicle service would soon be undertaken but there were no immediate plans to stop the service, and was willing to modify the service in Woodley, if required.

The Strategy and Resources Committee also asked the Community Services Committee to reconsider the proposed location and suggested that the rear of Bulmershe Leisure Centre might be a better site. Members discussed the location of the community refuse vehicle again, and decided not to alter their original recommendation. It was

RESOLVED:

- ◆ To recommend to the Strategy and Resources Committee that funding of £680 be allocated to the Community Services Amenities budget for the provision of a community refuse vehicle, once a month, for three hours, at the Airfield Centre, Hurricane Way, from December 2013 to March 2014.

47. **CITIZENS AWARDS REVIEW**

(Item deferred from the Community Services Committee meeting held on 3 September 2013 – Minute No. 26 – to allow further time for discussion)

Members considered the review of the Citizens Awards as set out in Report No. CS 17/13, and discussed at length each of the items proposed for review.

The resolutions on these were as follows:

- a) To make the criteria for people who live outside the parish but whose work supports and helps people living in Woodley clearer.

RESOLVED:

- ◆ To retain this guideline without referring to nominees preferably living in Woodley.

- b) To decide whether to include the existing guideline that nominees should not be a close relative of a Town Councillor.

After much discussion, noting that the code of conduct for councillors would apply, and on the casting vote of the Chairman, it was

RESOLVED:

- ◆ To remove this guideline to allow close relatives of Town Councillors to be nominated.

- c) To decide whether the existing guideline regarding active members of political parties should be clarified and how this information can be obtained – or to remove this guideline and let the panel choosing the award winners decide whether any political activity that is known about detracts from the work the nominees do in the community.

RESOLVED:

- ◆ To remove this guideline and leave the decision to the awarding panel.

- d) To decide whether an award could be given to someone who is employed in the area of work for which they have been nominated if their work is above and beyond the duties and hours they are paid for.

RESOLVED:

- ◆ To add a guideline that people cannot be nominated for their work in a field in which they are also in paid employment.

- e) To consider whether special effort should be made to invite nominations of young people, which could be not only for volunteering activities, but could also include success in sporting or cultural activities.

RESOLVED:

- ◆ To include a youth category for those aged 19 and under, for which an unrestricted number of awards may be given.

- f) To consider additional criteria to be included in the new guidelines.

RESOLVED:

- ◆ To include the following criteria in the new guidelines:
 - To require the nominators to state that the person they are nominating is not aware of the nomination.
 - To make it clear that no correspondence will be entered into regarding the panel's decision.
 - That any canvassing of the panel members will result in the nomination not being considered.
 - To make it clear that people of any age can be nominated for an award.
 - To make it clear that Town Councillors may not make nominations, nor be nominated.

48. **MINUTES OF THE KEEP WOODLEY CLEAN WORKING PARTY MEETING**

RESOLVED:

- ◆ To note Report No. CS 23/13

49. **WOKINGHAM CHILDREN'S CENTRES**

Members noted correspondence from Wokingham Borough Council regarding changes to their Children's Centres as from 1 October 2013.

50. **CYCLE NETWORK**

The Chairman reported on a meeting attended by Councillors Haywood, Baker, Holmes and Smith with the Wokingham Borough Council Senior Transport Planner to review the plans for the proposed cycle network. Members expressed disappointment that it had not been possible for a representative from Wokingham Borough Council to attend the Community Services Committee meeting to report to the whole committee. The Town Clerk explained that this had been a matter of timing; that the Senior Transport Planner had suggested a meeting take place sooner so that councillors with local knowledge could input into designs that were underway.

At the meeting there had been a number of matters for which Members had requested information but this had not yet been received. The Town Clerk was asked to write to Wokingham Borough Council to request this information.

51. It was proposed by the Chairman and

RESOLVED

- ◆ That as the business was unlikely to be completed by 10pm the meeting continue in order to complete business as set out in the agenda.

52. **WOKINGHAM TOWN CAR PARKS STRATEGY**

Members considered a response to the Wokingham Borough Council consultation on the Wokingham Town Car Parks Strategy and following discussion it was

RESOLVED

- ◆ To forward the following comments to Wokingham Borough Council:
 - Concern that the proposed new Elm Street Car Park will have 122 fewer spaces than are currently available in the town.
 - Any new car park must be easy for people to access from outside the town.
 - Consideration should be given to a park and ride scheme.
 - A reduction in parking charges on quiet days may encourage visitors to the town centre on these days.

53. **PUBLICATIONS/INFORMATION**

RESOLVED:

- ◆ To note receipt of the following:
 - Reading Family Aid Newsletter – October 2013
 - Wokingham Station Link Road Newsletter – October 2013
 - Wokingham CAB Half Year Statistics Report – April-September 2013

54. **FUTURE AGENDA ITEMS**

Under this item it was noted that a report from the Youth Working Party would be included in the next agenda.

55. **PUBLICITY AND WEBSITE**

It was noted that the Woodley Adopt a Street project has requested that the link to the WASP page on the Town Council website be made clearer.

The meeting closed at 10.10 pm

Chairman