



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

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

Councillors: N. Al-Sanjari; D. Bragg; K. Gilder; A. Heap; R. Horskins;
C. Jewell; V. Lewis; D. Smith; A. Swaddle.

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 31 May 2022, at which your attendance is requested.

The Town Council reserves the right to record and broadcast this meeting. Anybody attending the meeting will, by virtue, consent to having their image and audio recorded for this purpose.

Deborah Mander
Town Clerk

AGENDA

1. **APPOINTMENT OF CHAIRMEN AND VICE CHAIRMEN**
To appoint the Chairman and Vice Chairman of the Leisure Services Committee for the 2022/23 municipal year.
2. **APOLOGIES**
3. **DECLARATIONS OF INTEREST**
To receive any declarations of interest from Members on agenda items.
4. **MINUTES OF THE MEETING HELD ON 12 APRIL 2022**
To approve the minutes of the meeting of the Leisure Services Committee held on 12 April 2022 and for the Chairman to sign them as a true and accurate record. *(These minutes were provided in the Full Council agenda of 10 May 2022)*
5. **BUDGETARY CONTROL**
To note **Report No. LS 10/22.**

6. **WOODFORD PARK LEISURE CENTRE, SPORTS DEVELOPMENT AND ACTIVITIES**
To receive **Report No. LS 11/22.** Page 5
7. **PARKS AND BUILDINGS**
To receive **Report No. LS 12/22.** Page 6
8. **WOODLEY PRESCHOOL GARDEN PROPOSAL**
To receive **Report No. LS 13/22.** Page 8
9. **FUTURE AGENDA ITEMS**
To propose future agenda items for the Committee's consideration.
10. **PUBLICITY & WEBSITE**
To consider which items to publicise.

LEISURE SERVICES COMMITTEE**BUDGETARY CONTROL****2022/2023****LS 10/22**

| EXPENDITURE | Budget 2022/23 | Actual Exp as at 30/04/2021 | Actual Exp as at 30/04/2022 | Actual Exp as % of Budget | Information |
|--|---------------------------|--|--|--|---|
| Woodford Park LC & 3G pitch | 379532 | 22652 | 26683 | 7.0% | Coaching, equipment & vending slightly over 8%. |
| Grounds Maintenance | 40878 | 1657 | 1211 | 3.0% | |
| Football | 22473 | 1629 | 1196 | 5.3% | No expenditure yet on supplies/equipment |
| Cricket | 13039 | 493 | 598 | 4.6% | No expenditure yet on supplies/equipment |
| Bowling Green | 17672 | 995 | 729 | 4.1% | No expenditure yet on supplies/equipment |
| Woodford Park | 40902 | 2507 | 4071 | 10.0% | Play Equip and benches over 8%. |
| Memorial Ground | 0 | 0 | 0 | 0.0% | |
| Garden of Remembrance | 7431 | 623 | 568 | 7.6% | Inscription costs at 28% - offset by income |
| Play areas and open spaces | 14035 | 980 | 855 | 6.1% | No expenditure yet on supplies/equipment |
| Coronation Hall | 29907 | 2094 | 1793 | 6.0% | Rates & washroom contract over 8% |
| Chapel Hall | 24483 | 1561 | 1109 | 4.5% | Rates & washroom contract over 8% |
| Allotments | 20265 | 520 | 714 | 3.5% | |
| Amenities | 5108 | 437 | 307 | 6.0% | |
| Events | 16785 | 122 | 138 | 0.8% | |
| Public toilet | 6023 | 880 | 165 | 2.7% | |
| Youth Services | 34000 | 0 | 0 | 0.0% | |
| TOTAL | 672533 | 37150 | 40137 | 6.0% | |

Month 1 - 8%

| INCOME | Budget 2022/23 | Actual Inc as at 30/04/2021 | Actual Inc as at 30/04/2022 | Actual Inc as % of Budget | Information |
|--|---------------------------|--|--|--|--|
| Woodford Park LC & 3G pitch | 356824 | 21446 | 54493 | 15.3% | All income above 8%. Courses at 26% |
| Grounds Maintenance | 300 | 278 | 0 | 0.0% | |
| Football | 9500 | 4783 | 3015 | 31.7% | Football season not finished |
| Cricket | 4600 | 1058 | 1925 | 41.8% | |
| Bowling Green | 8016 | 4160 | 0 | 0.0% | |
| Woodford Park | 2150 | 0 | 0 | 0.0% | |
| Memorial Ground | 0 | 0 | 0 | 0.0% | |
| Garden of Remembrance | 1150 | 245 | 456 | 39.7% | Inscription income at 32% |
| Play areas and open spaces | 0 | 0 | 0 | 0.0% | |
| Coronation Hall | 15000 | 874 | 7463 | 49.8% | Room hire income strong - above estimate |
| Chapel Hall | 25500 | 5559 | 7164 | 28.1% | Room hire income strong - above estimate |
| Allotments | 14180 | 58 | 243 | 1.7% | New tenants since 1 April |
| Amenities | 0 | 0 | 0 | 0.0% | |
| Events | 0 | 0 | 0 | 0.0% | |
| Public toilet | 600 | 128 | 0 | 0.0% | |
| Youth Services | 0 | 0 | 0 | 0.0% | |
| TOTAL | 437820 | 38589 | 74759 | 17.1% | |
| NET | 234713 | -1439 | -34622 | -14.8% | |
| Month 1 - 8 % | | | | | |

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

Electrical Work Plans

With the major electrical works now confirmed to begin on Monday 1st August the process of preparing for periods of closure has begun. This is likely to take some time and is fully dependent on the schedule of works which should arrive from the contractor in the next couple of weeks. To minimise disruption to members and hirers we will be looking into running activities at other Council sites or outside where possible.

Paddling Pool

The paddling pool has been deep cleaned and is currently operating as it should ahead of a planned opening for Saturday 28th May. Issues are likely to arise during August when the electrical works take place as we will be unable to power the pump and circulate chemicals. This is likely to result in closure for a duration yet to be confirmed.

3G Pitch Damage & Repairs

We have suffered some damage to a section of the 3G Pitch that will eventually need repair. The cost for this repair work is £545.00 plus vat. It is unclear whether this damage was caused naturally through usage or as a result of vandalism.

We have also been making general repairs to goal nets and the dividing nets over the past few weeks following the end of the football season. Another one tonne of rubber crumb was laid down by staff during the early weeks of May.

Part-Time Reception

We are in the process of recruiting for a part-time receptionist to cover Friday evenings. The application deadline was Monday 16th May and interviews have been scheduled to take place on Thursday 26th May.

Woodley Schools' Sports Week

We will be hosting four different school events throughout the Sports Week:

- Monday AM: Year 1 and 2 Multi Skills for Willow Bank Infant School
- Monday PM: Year 5 and 6 Cecil Trembath Kwik Cricket Tournament
- Tuesday AM & PM: Year 3 Paralympics Festival
- Wednesday AM & PM: Year 2 Tennis Festival

Students from The Holt School will be coordinating activities on both the Tuesday and Wednesday with Town Council staff running activities throughout Monday.

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.

Grounds Team

A new Senior Grounds Person post has been appointed to. Liam Haines will be joining the grounds team from early July.

Woodford Park Leisure Centre

Electrical works

A contractor has been appointed following a tendering process and works are scheduled to start in August 2022 and will take approximately 9 - 10 weeks to complete. Impacts on activities in the centre are considered to be minimal at this stage with works being phased in separate areas of the building. There may be 8 – 10 days of closure at the beginning of the works. Consideration is being given to moving some bookings to the Council's other venues should this become necessary as we move through the works. Funding for the works has been allocated by the Strategy and Resources Committee.

Flat Roof

The replacing of the roofing membrane across the flat roof areas is complete and an independent electronic leak test inspection is booked before signing the works off. All works have also been inspected by the manufacturer of the roofing product to ensure appropriate installation. We will receive a certificate confirming this. All works were completed within the allocated budget.

Water Heater

The unit providing hot water throughout the centre has started failing and will need replacing as soon as possible. Officers are sourcing quotes for appropriate units.

Woodford Park

New Play Area

Works have progressed well and in accordance with the original schedule. Installation works are expected to be completed in early June with a ROSPA safety inspection to follow after completion. The equipment will remain fenced until the safety inspection has been carried out and the results satisfactory. Once the fencing is removed the site will be open to the public. A formal 'opening' is being arranged with the date and details to be confirmed.

Green Flag

2022 is a full judging year for the Green Flag Award and the judging inspection took place on Tuesday 24 May. The Management Plan for the park can be found on the Council website and forms the basis for the application for Green Flag Award status each year. The result of the application will be known in October.

Friends of Woodford Park

The Friends group have continued with the maintenance of the flower beds around the Oakwood Centre and Rotary Garden and the shrub beds to the front of the Oakwood Centre. The group arranged a further visit from the Sage volunteers on 26 April, through their community volunteering scheme. This has worked well in previous years with projects such as the refurbishment of the railings around the Garden of Remembrance.

Jubilee

Queen's Platinum Jubilee Beacons

A beacon lighting will take place in Woodford Park on the evening of Thursday 2 June, as part of the Queen's Platinum Jubilee Beacons event, which will see beacons lit across the Commonwealth. The Mayor will light the beacon at 9.45pm and, at the same time, Bel Canto Choir, a local ladies singing group, will perform the Song for the Commonwealth, a new song which has been written especially to mark the occasion. The Town Crier will be making a proclamation in the Town Centre at 2pm on the day of the event. The Council has purchased an approved gas fuelled beacon for the event.

Jubilee Tree

The Jubilee Tree planted earlier in the year in Woodford Park, will have a resin bound - stone surround put in place and opened by the Mayor. The stones have been decorated with a Jubilee theme by children from Woodley schools, and will be secured in place around the tree for years to come.

Tree Survey

A full tree survey of the trees in Woodford Park and Malone Park has been carried out and the report is expected shortly. This will provide a basis for prioritising any works required and the on-going survey and inspection process.

Malone Park

Tree works to one protected silver maple tree are scheduled for 30 May. Consent for these works has been received from Wokingham Borough Council. The work involves pollarding back to the previous pollard points, to reduce the weight of the regrown branches and the associated risk of branch breakage.

Allotments

The waiting list is approximately 74. New tenants are being offered smaller - 5 or 2.5 pole - starter plots in order to provide plots to more residents as well as an opportunity for new tenants to begin with a plot of a manageable size, with the opportunity to move to a larger plot later if they are successful with the smaller plot.

Town Centre Garden

The standpipe has been installed and we are awaiting connection by Thames Water. In the meantime, watering is being carried out by the Grounds Team using the mobile water bowser.

Recommendations

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

Woodley Preschool

REPORT OF THE DEPUTY TOWN CLERK

Purpose of Report

To ask Members to consider a proposal from Woodley Preschool to enclose the area to the rear of the existing pre-school building for use as an additional, secure outside space.

Background

Woodley Preschool rents, from the Town Council, an area of land upon which the school building and small outdoor space sits. The preschool has submitted a proposal to extend the footprint to include the grassed area to the rear of the building to provide additional outdoor space for children's activities and learning.

Proposal

The proposal is explained in **APPENDIX A**, with a plan of the proposed usage of the space at **APPENDIX B**.

Members are asked to consider the proposal and to make a recommendation to Full Council, should the Committee wish to support the project.

Impacts

| Resources |
|--|
| The ground rent for the current footprint is £187.50 per quarter. Consideration will need to be given to an appropriate rent amount for any additional space. |
| Equality |
| The preschool has an equality policy in place and is open to children of all backgrounds and abilities. The proposal would provide additional learning and well-being opportunities for all the children at the school. There are not considered to be any equality issues in the context of the proposal. |
| Environmental |
| The enclosure of the area is not considered to have any negative environmental impacts. The space behind the preschool would remain a grassed area with the addition of a bug hotel, planted allotments area and fruit trees. |

Recommendations

- ◆ **That Members note the contents of the report.**
- ◆ **That Members consider the proposal from Woodley Preschool and make a recommendation to Full Council.**

WOODLEY PRESCHOOL PROPOSAL

Currently Woodley preschool has a modest garden with concrete and Astro turf flooring. The practitioners have done a fantastic job of making it a dynamic learning space with lots of open-ended resources that spark the children's imaginations. In order to further the children's learning opportunities, the preschool would like to request to extend the garden area using the small area of land tucked away behind the pre-school.

The proposed extension to the garden would include the grass area behind the preschool's current garden and the preschool building itself which is on a slight hill. The preschool would install a fence to match the current fence with a gate allowing access to the new garden from the current preschool garden. This will allow the staff to close off the additional area if required. The fence would leave enough of a path around the outside of the garden to allow maintenance to the surrounding shrubbery.

The pre-school would like to use the space to provide further learning opportunities which they are not necessarily able to provide in their current outdoor space such as growing vegetables in a vegetable patch. This would be a fantastic opportunity to not only expand the children's knowledge and understanding but to help encourage healthy eating habits as they will be able to taste what they have grown, encouraging children to try new foods. It is also important to mention that these are experiences that some children will not necessarily get at home.

The hill itself lends the perfect opportunity for children to roll both themselves and resources such as tyres, balls and cable reels down, enabling them to experience and experiment with speed and gravity and learning to take safe risks.

The preschool staff have also expressed a desire to do forest school activities should the garden be extended and we can then consequently look at a practitioner becoming forest school trained. There are no trees in the preschool's current garden and the tree in the proposed new garden area will allow the children to explore the tree in all seasons, potentially use the tree for a tyre swing, build a fairy garden, take bark rubbings, use a rope and pulley to lift a bucket etc. Plans for the garden could also include planting flowers and shrubs to create a robust natural environment to explore, it could include a herb garden for the children to be able to explore their senses, to pick and make potions in their mud kitchen.

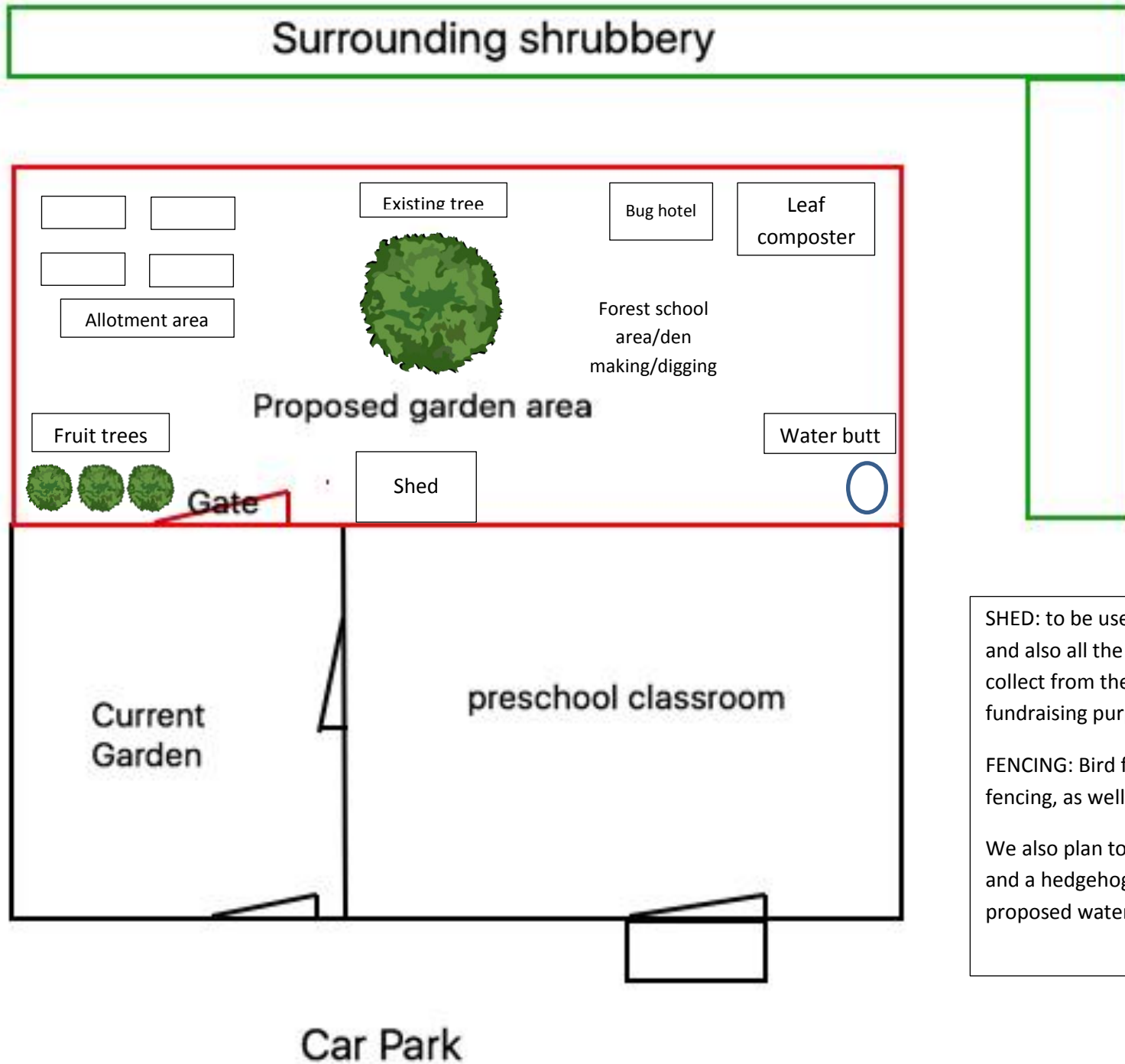
There is a huge emphasis in early years for children to be provided with rich outdoor learning experiences, in particular play that involves the natural world and taking safe risks. This has become more important than ever as children are spending more and more time on devices inside. The additional proposed space will provide the children with open space to run, play games etc burning off lots of energy helping tackle another relevant national concern of childhood obesity.

Being able to explore the natural world and manage risks increases children's self-esteem, and confidence. This is another key benefit for children as it is increasingly being reported that children are suffering from mental health issues at an earlier age.

Furthermore, the land that the pre-school would like to use is a secluded area and has often been used (as witnessed by staff) for anti-social behaviour. By fencing off this area for the pre-school it will discourage the space from being used for such purposes. Additionally, allowing the pre-school to fence off the area it will also potentially be less of an area for the council ground maintenance team to maintain.

In Conclusion this is a fantastic opportunity for the children to broaden their knowledge and understanding of the world and an amazing opportunity for the preschool to be able to provide a multitude of experiences to the children within their care.

Woodley Preschool



SHED: to be used to house a lawn mower and also all the teracycle recycling that we collect from the local community for fundraising purposes.

FENCING: Bird feeders to be put on the fencing, as well as bird houses.

We also plan to install a hedgehog highway, and a hedgehog house in the area by the proposed water butt.