



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

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

Councillors: D. Bragg (Chairman); N. Al-Sanjari; K. Baker; M. Doyle; K. Gilder;  
A. Heap; D. Smith; B. Soane; A. Swaddle.

**NOTICE IS HEREBY GIVEN that a meeting of the Leisure Services Committee is to be held at 8:00pm on Tuesday 13 April 2021, at which your attendance is requested. This will be a virtual meeting, as authorised by the Coronavirus Act (2020), Section 78.**

Deborah Mander  
Town Clerk

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## AGENDA

The Chairman will ask for a minute's silence in memory of the Mayor, Councillor Dave Mills.

1. **APOLOGIES**
2. **DECLARATIONS OF INTEREST**  
To receive any declarations of interest from Members on agenda items.
3. **MINUTES OF THE MEETING HELD ON 12 JANUARY 2021**  
To approve the minutes of the meeting of the Leisure Services Committee held on 12 January 2021 and for the Chairman to sign them as a true and accurate record. *(These minutes were provided in the Full Council agenda of 9 February 2021)*
4. **JUST AROUND THE CORNER (JAC)**  
To receive the report from JAC. *(Appendix 4)* Page 3
5. **BUDGETARY CONTROL**  
To note **Report No. LS 8/21.** Page 4
6. **WOODFORD PARK LEISURE CENTRE, SPORTS DEVELOPMENT AND ACTIVITIES**  
To receive **Report No. LS 9/21.** Page 6

7. **PARKS AND BUILDINGS**  
To receive **Report No. LS 10/21.**

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

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

**JAC Report January to March 2021**

The January lockdown has seen a dramatic fall in the number of young people out on the streets although not completely quiet. Mostly there were just individuals in transit or a few of young people who were in the precinct, Woodford Park or at Tesco shops. There continued to be a group meeting at Southlake shop carpark throughout this time, the same group moved from there to meet at the pavilion in Woodford, some of this group are now on mopeds and are in transit mainly moving between Southlake shops, Woodford Park, Woodley Precinct and Earley. They are becoming more communicative but do not wish to engage in any other form of activity and just want to 'hang out' together. Conversations around litter and noise were the norm and around social distancing especially as the group increased in size as the months progressed. Prolonged conversations have not been possible, just keeping a maximum of 15 minutes contact with groups has been difficult but necessary for safety of staff.

A couple of larger groups gathered for birthday celebrations, one large group of about 20 in January at the Woodford Park Pavilion and a smaller group of 10 in March in Ashenbury Play park.

The cold and wet weather on occasions meant some nights there were no young people out at all or just a few in transit on bikes. Mostly conversations have been around home learning and future implications on exams and college, etc. Some had family members who suffered from COVID, one who was in intensive care but generally they were all quite positive and looking forward to being able to meet friends and family again.

Skate park was still busy during the afternoons especially on the slightly warmer and lighter days. Woodford Park still had families gathering and as the days get longer there is likely to be teenagers using the park for longer.

Families were kept in contact with through Food Parcel deliveries most weeks with extra Easter hampers delivered at end of March.

The Journey to Independence House continues to support the same young single mum and children who have been there now for over a year.

At our Rehoboth Centre face to face sessions for those with an EHCP or who are children of key workers continued through these months with all other sessions taking place online. Once schools opened again on 8 March all sessions returned to face to face at Rehoboth. Educations placements for all 5 of our Horse Care students took place with some onsite learning for those more advanced in their course and others mostly online until 8 March.

#### Detached Sessions

Contacts 2021	Sessions	Hours session	Man hours	Family visits & food deliveries	Other detached work	Total Contacts
January	9	15.5	31	48	48	96
February	12	18	36	77	64	141
March	8	12	24	66	42	108
Totals	29	45.5	91	191	154	345

<b>EXPENDITURE</b>	<b>Budget 2020/21</b>	<b>Revised Budget 2020/21</b>	<b>Actual Exp as at 31/3/20</b>	<b>Actual Exp as at 31/3/21</b>	<b>Actual Exp as % of Rev Budget</b>	<b>Information</b>
<b>Woodford Park LC &amp; 3G pitch</b>	402610	336182	375621	316793	94.2	Rates, water rates, phone & certification over 100%, all other costs under.
<b>Grounds Maintenance</b>	31605	33097	29888	26331	79.6	Water rates, phone & repairs all over 100%. All other costs at or under 100%.
<b>Football</b>	22474	21616	20831	20856	96.5	Staff costs at 100%, other costs under 50%.
<b>Cricket</b>	12428	11822	11946	11657	98.6	Water rates over 100%, horticultural costs at 30%.
<b>Bowling Green</b>	15338	15164	14019	14509	95.7	Water rates at 107%, horticultural costs at 49%.
<b>Woodford Park</b>	35992	35368	34086	33980	96.1	Water rates at 114%, staf costs at 100% - all other costs at 52% and lower.
<b>Memorial Ground</b>	9717	9494	9275	9355	98.5	Low expenditure on horticultural supplies and play equipment.
<b>Garden of Remembrance</b>	7274	7149	6866	7323	102.4	Higher number of inscriptions in the year.
<b>Play areas and open spaces</b>	12468	12317	12533	12222	99.2	Play equipment costs slightly lower than budgeted for.
<b>Coronation Hall</b>	28837	25724	28275	24871	96.7	Washroom services over 100%, all other costs under.
<b>Chapel Hall</b>	21720	20696	21872	19796	95.7	Washroom services over 100%, all other costs under.
<b>Allotments</b>	19946	19700	19035	20511	104.1	Water rates at 108%, all other costs at or under 100%
<b>Amenities</b>	4784	3913	4221	3385	86.5	Street lighting costs at 102%, repair costs low.
<b>Events</b>	12930	2858	8039	1441	50.4	Staff costs at 101% - no Woodley Carnival or PR/promotions costs incurred.
<b>Public toilet</b>	10501	7575	78899	8567	113.1	All costs under 100%, apart from cleaning and consumables.
<b>Youth Services</b>	29000	26852	25802	26852	100.0	Four quarterly payments made to Just Around the Corner charity.
<b>TOTAL</b>	<b>677624</b>	<b>589527</b>	<b>701208</b>	<b>558449</b>	<b>94.7</b>	
<b>Month 12 - 100%</b>						



INCOME	Revised		Actual Inc		Actual Inc		Information
	Budget 2020/21	Budget 2020/21	as at 31/3/20	as at 31/3/21	as % of Rev		
<b>Woodford Park LC &amp; 3G pitch</b>	387763	99837	435687	224995		225.4	Includes Furlough Inc to end March of £106,637 and lockdown grant of £13,357
<b>Grounds Maintenance</b>	512	512	410	2113		412.7	Includes Furlough inc to end March of £1,835
<b>Football</b>	5940	2000	8640	4854		242.7	Includes Furlough Inc to end March of £3,145
<b>Cricket</b>	2600	1606	2572	3179		197.9	Includes Furlough Inc to end March of £1,572
<b>Bowling Green</b>	8181	4160	7639	6082		146.2	Includes Furlough Inc to end March of £1,922
<b>Woodford Park</b>	6750	1250	7784	7194		575.5	Includes Furlough Inc to end March of £5,944
<b>Memorial Ground</b>	241	0	236	1792		0.0	Includes Furlough Inc to end March of £1,792
<b>Garden of Remembrance</b>	520	981	480	2396		244.2	Includes Furlough Inc to end March of £1,048
<b>Play areas and open spaces</b>	0	0	0	3456		0.0	Includes Furlough Inc to end March of £3,456
<b>Coronation Hall</b>	36000	2914	34447	22265		764.1	Includes Furlough Inc to end March of £10,444 and lockdown grant of £8,907
<b>Chapel Hall</b>	35000	7939	31977	24915		313.8	Includes Furlough Inc to end March of £8,069 and lockdown grant of £8,907
<b>Allotments</b>	13586	13586	13424	14847		109.3	Includes Furlough Inc to end March of £1,793
<b>Amenities</b>	0	0	0	1314		0.0	Includes Furlough Inc to end March of £1,314
<b>Events</b>	0	0	0	788		0.0	Includes Furlough Inc to end March of £788
<b>Public toilet</b>	600	500	72460	601		120.2	Toilet closed during first lockdown - open the rest of the year.
<b>Youth Services</b>	0	0	0	0		0.0	
<b>TOTAL</b>	<b>497693</b>	<b>135285</b>	<b>615756</b>	<b>320791</b>		<b>237.1</b>	<b>Total Furlough Income: £149,759</b>
<b>NET</b>	<b>179931</b>	<b>454242</b>	<b>85452</b>	<b>237658</b>		<b>132.1</b>	<b>Tier 4 LRSB Lockdown grant Income: £31,171</b> <b>Other income from Leisure Services: £139,861</b>
<b>Month 12 - 100%</b>							

## **WOODFORD PARK LEISURE CENTRE, SPORTS DEVELOPMENT AND ACTIVITIES**

### **REPORT OF THE LEISURE SERVICES MANAGER**

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#### **PURPOSE OF REPORT**

To inform and update Members on developments at Woodford Park Leisure Centre.

#### **Return of Outdoor Activities**

In line with the Government's published roadmap for the easing of lockdown restrictions we were able to open all of our outdoor facilities to hire for organised sport from Monday 29<sup>th</sup> March. This included the reopening of the 3G Pitch, hard surface area and our grass football and cricket pitches. Junior Park Run will also hopefully be returning from late April.

#### **Optalis**

Optalis have confirmed that they will be restarting their Woodley Day Service out of Woodford Park Leisure Centre from Tuesday 6<sup>th</sup> April.

#### **Return of The Gym and Indoor Under 18 Activities**

Assuming no late notice roadmap changes, The Gym on the Park will be reopening on Monday 12<sup>th</sup> April. Unfortunately, indoor exercise classes are not permitted to return until mid-May and so all members have again been offered the opportunity to remain suspended until their chosen activity is able to return. On the same date indoor under 18 activities are scheduled to return meaning we can welcome back hirers including Tumble Tots and Bulmershe Gymnastics Club as well as our own after school clubs and activities.

#### **Patio Area / Outdoor Exercise Classes**

Despite not being able to offer exercise classes indoors a plan is in place to offer small group exercise sessions outdoors on the patio area outside the front doors of the Leisure Centre. The pergola / wisteria has already been removed and low cost accessories have been ordered to help convert the area into a suitable place to exercise. A timetable showcasing the classes on offer has been published on the website and we are hopeful that this offering will have a positive impact on whether or not members choose to reactivate their memberships.

In the future, it is recommended that the Committee look at the patio area outside the front of the Leisure Centre as a possible area for development (either as a seating area or as a dedicated area to exercise during the spring and summer months).

#### **Feel Good Membership Offer**

From 1<sup>st</sup> April until 30<sup>th</sup> April we will be running a promotion offering gym memberships for £20.00 per month (instead of the standard £24.99 per month). We are hoping that the "Feel Good Membership" will encourage people to get out and get active again after a tough year spent mostly indoors. All exercise classes will be included free of charge as part of the membership and members will be able to access the gym at any time. We are also hopeful that the promotion will help us to regain some of those members lost throughout the past year.

#### **Easter Activities**

The second week of the Easter holidays will see the return of our own holiday activities for children. We will be offering a Multi-Sports Camp for children aged between 5 and 10 years old and a Gym Fit Camp for children aged between 11 and 15 years. Both camps are free of charge for children whose parents are active gym members.

### **Berkshire Renegades**

April 2021 will finally see the commencement of our relationship with the Berkshire Renegades, who were initially due to start hiring our facilities in March last year. The Berkshire Renegades are an American football team who offer various sessions for both adults and children and will be hiring the 3G pitch (and possibly some other facilities) most Saturdays and Sundays throughout the spring and summer months.

### **Pulse Fitness Gym Equipment**

Conversations are now underway with Pulse Fitness regarding the gym equipment lease that is due to expire in November 2021. We are hopeful for a reduction in price if we keep the same equipment (which is still in good condition) and updates will be presented to the Committee when available.

### **First Days Children's Charity**

First Days are hopeful that they can launch their school uniform hub out of Woodford Park Leisure Centre on Wednesday 14<sup>th</sup> April. Initially, the plan is to run the service every Wednesday from 12:30pm – 2:30pm.

### **3G Pitch – Opening Hours Extension Proposal**

During the last Committee meeting a presentation from Mark Rozzier (Chairman of Woodley United Football Club) highlighted the growth of youth football in Woodley and the high demand for training facilities across the town.

Following the presentation, we contacted our partner clubs to gauge interest in an extension to the opening hours of the 3G Pitch from 9pm to 10pm.

Below are two responses:

Mark Rozzier, Woodley United

*The extension of opening times of the 3G from September to March to 10.00 pm will enable Woodley United to:*

- *Move older youth / adult teams to a 9.00 pm start thus freeing up earlier time slots to accommodate the expanding younger age groups.*
- *Increase the training time available to the 1<sup>st</sup> and ladies' teams in keeping with the level of football they compete at.*

Richard Rodway, Woodley Wanderers

*Our men's teams would definitely benefit from a 9pm slot. Beyond that, it is question of whether any of your habitual 8pm bookings take the opportunity to move to a later slot, freeing up earlier slots.*

*Our U16s teams for next season (and perhaps my U15s also) would potentially be up for a vacated 8pm slot (if any) I think, enabling me to crowbar some more of our younger teams into our traditional earlier slots.*

It is proposed that the Council apply for planning permission to Wokingham Borough Council in order to seek an extension of one hour to the existing permitted operating times of the 3G pitch from 9pm to 10pm on Mondays, Tuesdays, Wednesdays and Thursdays throughout the year.

### **RECOMMENDATIONS:**

- ◆ **That Members note the contents of the report.**
- ◆ **That Members consider making an application to Wokingham Borough Council to vary planning permission in order to extend the permitted operating times of the 3G pitch from 9pm to 10pm from Monday to Thursday throughout the year.**

## **PARKS AND BUILDINGS**

### **REPORT OF THE DEPUTY TOWN CLERK**

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#### **Purpose of Report**

To inform Members of matters concerning the Town Council's buildings and maintenance of the facilities.

#### **Woodford Park Leisure Centre**

##### Pergola

The pergola outside the entrance has been removed as it was becoming unsafe. The space will now be used as an outdoor exercise space which will be utilised particularly during the period from the start of the relaxing of lockdown restrictions until indoor exercise classes can resume in the normal way. Options will be considered for improving the use and aesthetics of this space going forwards. The planted beds will also be revamped with new planting.

#### **Garden of Remembrance**

Antisocial behaviour has continued to be a problem in the garden with young people gathering, playing music, smoking cannabis and deterring other visitors from visiting the garden. Residents have been encouraged to report instances to the police as well as the Council. Officers have also been in contact with the local police team to address this.

#### **Friends of Woodford Park**

The Friends volunteers continue to maintain the beds in the park along with other tasks around the park and in the Garden of Remembrance.

#### **Allotments**

The site has been very busy during the lockdown period. The new rules restrict bonfires to the winter months and this was well adhered to last year. This will be monitored again this year. The waiting list for a plot is currently very high – at around 80 prospective tenants.

#### **Maintenance Depot**

The new electricity supply to the Maintenance yard will be installed on 15/16 April. The trenching work will be carried out in house and in advance of that date. The cable will be installed and connected by Southern Electric.

#### **Woodford Park Play Area**

##### Tenders

7 Tenders were received and these have been shortlisted to 3, following a scoring exercise and also taking into account consultation comments from the Addington School team who took part in a session to assess the accessibility and inclusive play value which was a key requirement in the design brief. This consultation exercise also identified some key items that could be added to the successful scheme if not already present e.g. double width ground level trampoline to enable wheelchair access and adapted swing seats.

Some visuals of the three shortlisted designs are attached at **APPENDIX A**

##### Consultation

Public consultation on the three shortlisted designs will be carried out using the Council's website and social media channels. This will include a survey to enable residents to indicate favourite items of equipment, preferred overall scheme design and any other comments they may have. All Members will be sent information on the consultation once the pages go live. Any members can also request to view the tender responses which are

too large to include in this agenda. We will also consult specifically with the Friends of Woodford Park volunteers and Rotary – in respect of the Rotary Garden.

The design proposals received include the use of an area of the Memorial Ground – around and to the rear of the skate park. This area is currently grass and the Council, acting as the Trustee of the Memorial Ground, will need to consider the use of this area. The approximate proposed footprint is attached at **APPENDIX B**.

The consultation responses will be brought back to the Committee with a recommendation for the appointment of the contractor.

### **Environmental/wildlife**

Information on wildlife and environmental initiatives is attached at **APPENDIX C**. This information is updated as initiatives progress or are added.

### **Community Halls**

It was requested at the last meeting that an update be provided on how hirers are currently operating and if/when they may be looking to return to in person activities in the halls. Officers have kept in contact with hirers and most are keen to return once restrictions are lifted to allow this. Some of the children's groups are returning from 12 April, as are the Czech school at the Oakwood Centre. Indoor fitness and dance remain subject to restrictions until a further date and we are keeping in contact with these regular hirers to facilitate a return as soon as possible.

We are receiving a steady stream of enquiries for party and celebration bookings at the halls and the Oakwood Centre. These will be facilitated as soon as restrictions allow.

### **Recommendations**

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





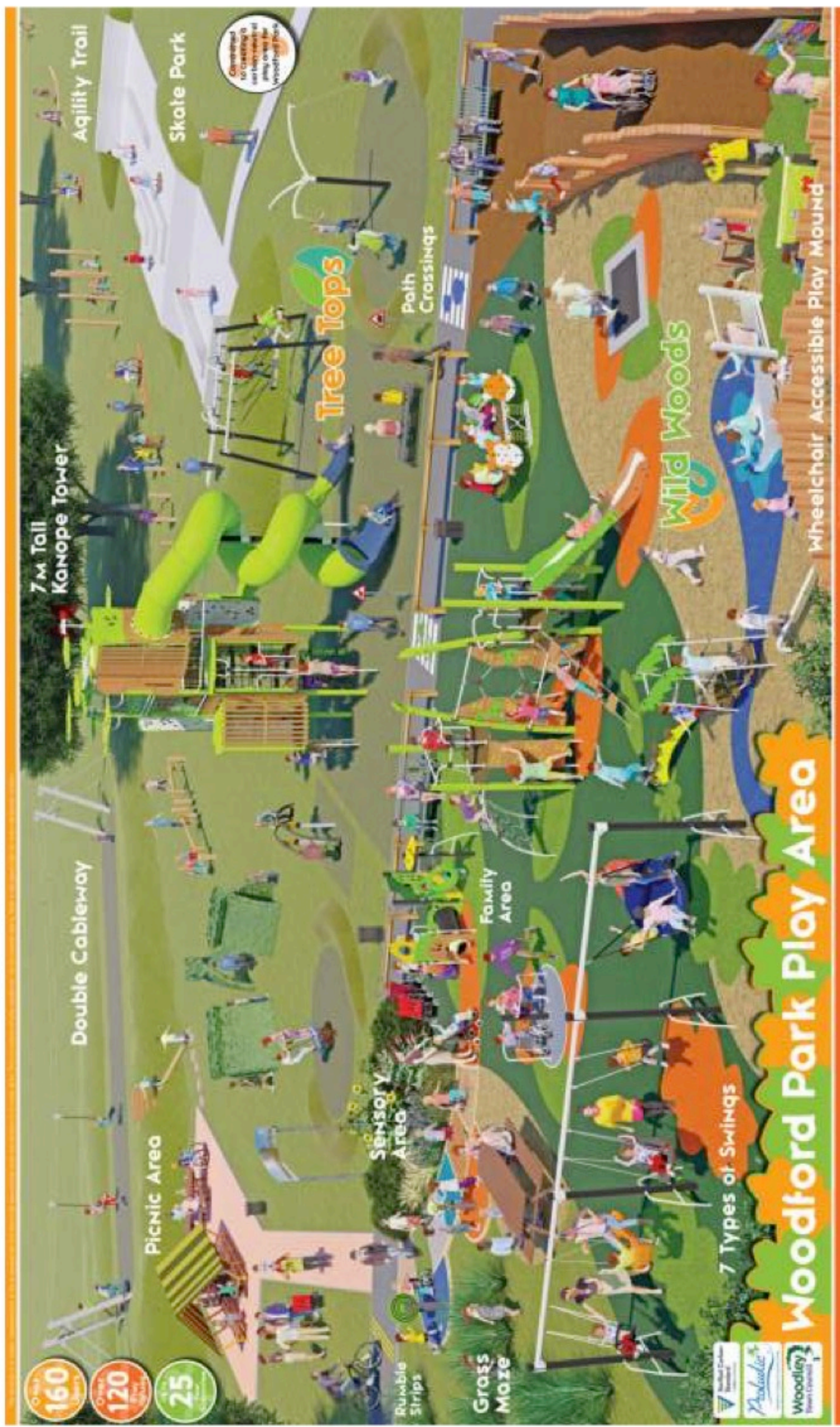


DESIGN 1 (Cont)



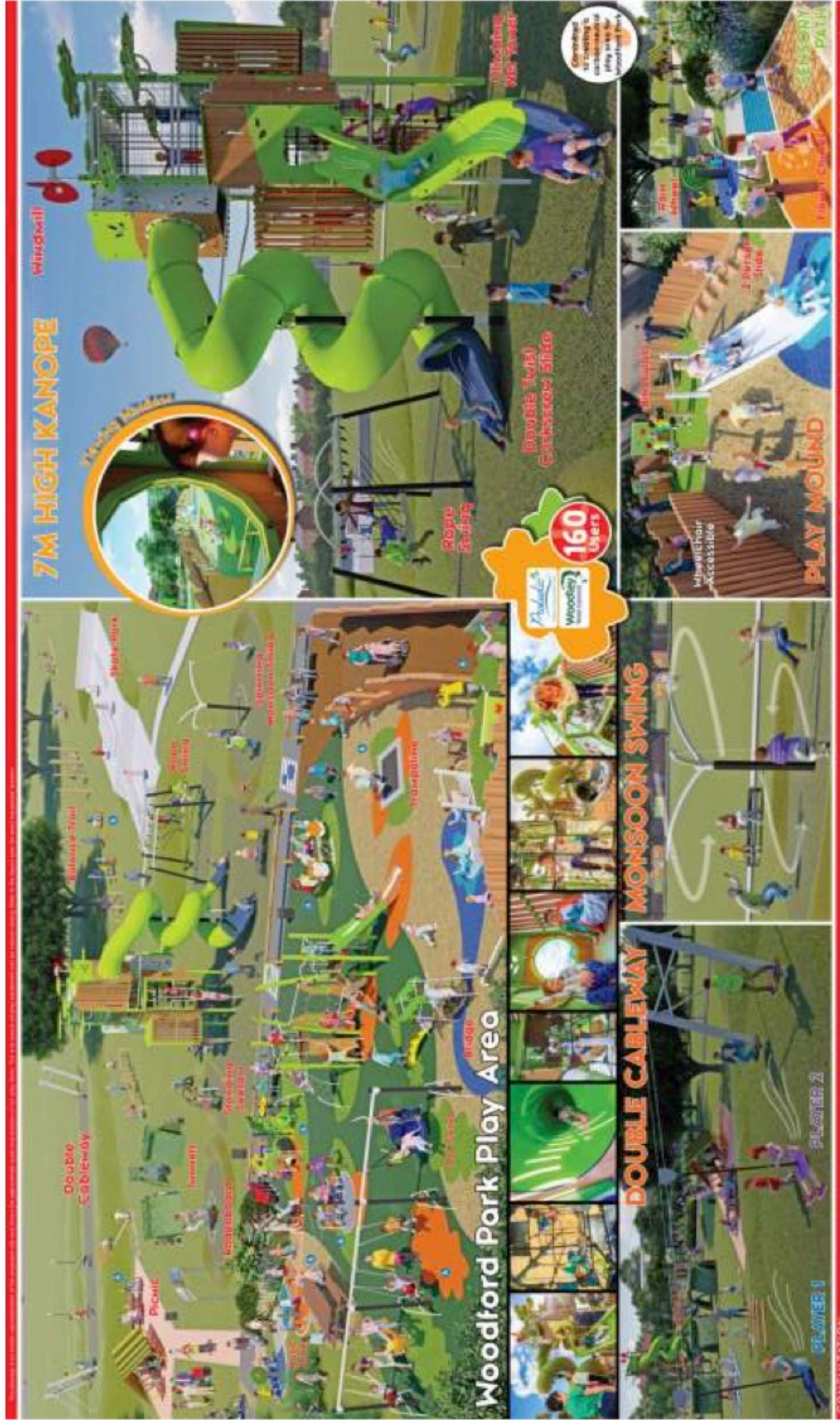


DESIGN 2





DESIGN 2 (cont)





# The Woodford Park Adventure Playspace!

A space for every child to spread their wings and fly high with confidence!



**Bespoke Design**

**PIPA Design**

**Jupiter Robina**

**47 Play Activities**

**180+ Users**



DESIGN 3 (Cont)



# The Woodford Park Adventure Playspace!

A space for every child to spread their wings and fly high with confidence!



**PROPOSED PLAY AREA FOOTPRINT**



**Yellow border = existing play area footprint**  
**Green border = proposed new play area footprint**

**Wildlife in Woodley**

<b>Project</b>	<b>Progress/current situation</b>
<b>Allotments</b>	
Bee hives	<ul style="list-style-type: none"> <li>• Bee keepers agreement / application process in place.</li> <li>• 11 active hives on site.</li> <li>• Tenants Committee managing day to day.</li> </ul>
Wild flowers	Wildflowers have been sewn in an area of the site – near to the bee hive enclosure. Wild flowers will encourage pollinators – bees/beetles/butterflies/moths/flies.
Wildlife pond	The pond has been dug out by the Council's Grounds Team. The tenants committee has not yet installed a liner as the pond filled very quickly during wet weather. Additional drainage work in this area of the site is required which will also allow for flood drainage from the pond during very wet periods.
Flowers on plots	Many tenants plant flowers and flowering plants on their plots in addition to vegetable crops.
Natural margins	The natural margins around the perimeter of the site provide habitat for insects, birds, etc
<b>Parks</b>	
Lake Regeneration	This project included reshaping the banks of the lake and the introduction of native flowering pond, marginal planting and reeds to encourage insect populations and provide nesting habitat for birds. Shallower areas also provide habitat for amphibians.
Bird nesting boxes	The Friends of Woodford Park have installed some nesting boxes near the Garden of Remembrance. We are intending to install more around Woodford Park and other park areas – along with bat nesting boxes. The Grounds Team are intending to install nesting boxes – this work has been delayed due to the Covid-19 lockdown situation.
Friends Group flower beds	Flower and shrubs planted and maintained by the Friends group encourage pollinators and insects.
Natural margins	The natural margins around the perimeter of the site provide habitat for insects, birds, etc
Community Orchard / fruit trees	Fruit from the orchard provides food for a variety of insects and birds. Wildflowers will be planted adjacent to the orchard to encourage insects and pollinators.
Limited pesticide use	Pesticide use is limited to areas where persistent weeds are prevalent and for maintenance of the fine turf on the bowls green.
Bug habitat	Logs from felled/damaged trees are left on site to rot and provide habitat for beetles and bugs. A large bug hotel is planned for the island in the lake and will be constructed by the Grounds Team – this work has been delayed due to the Covid-19 lockdown situation.
Wildflowers	Wildflowers are an attractive addition to the park and also encourage pollinators and other insects. We are looking to add additional wild flower areas at all of the Council's open spaces.
Crocus	600+ from WI 100 from WI (FOWP) 4000 from Rotary (FOWP)