

**Minutes of a meeting of the Leisure Services Committee held at the Oakwood Centre  
on Tuesday 31 August 2021 at 8:00 pm**

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**Present:** *Councillors D. Bragg (Chairman); N. Al-Sanjari; K. Gilder; A. Heap;  
B. Rowland; D. Smith; B. Soane*

**Officers present:** *K. Murray, Deputy Town Clerk; M. Filmore, Committee Officer  
E. Whitesmith, Leisure Services Manager*

**Also present:** *3 members of the public*

1. **APOLOGIES FOR ABSENCE**

Apologies for absence were received from Councillors K. Baker and A. Swaddle.

2. **DECLARATIONS OF INTEREST**

There were no declarations of interest made by Members.

3. **MINUTES OF THE MEETING HELD ON 13 APRIL 2021**

**RESOLVED:**

- ◆ That the minutes of the Leisure Services Committee meeting of 13 April 2021 be approved and signed by the Chairman as a correct record.

4. The Chairman proposed, seconded by Councillor Smith, and it was:

**RESOLVED:**

- ◆ To alter the order of business on the agenda for reasons of expediency, under Standing Order 13(a) v), to bring forward item 8 for immediate discussion.

Voting: For: 6 Against: 0 Abstentions: 0

5. **WOODFORD PARK DESTINATION PLAY AREA**

5.1 Members noted the overview of the responses received to the Woodford Park Destination Play Area consultation.

Members highlighted that, during informal discussions, some park users had raised concerns were the play area not to be enclosed, citing issues with child safety and dog walkers. It was noted that a number of consultation responses had made similar comments and that the proposed Task and Finish Working Party would need to take these into account when considering the final design.

In response to a question the Deputy Town Clerk confirmed that a cost ceiling was provided to the potential park designers against which their proposals were designed. The cost may alter depending on the final design and individual equipment items chosen.

5.2 Following a recommendation from the Chairman to amend the draft terms of reference to include a statement requiring the Working Party to finalise their recommendations in time to be considered by the Leisure Services Committee meeting on 16 November 2021, it was:

**RESOLVED:**

- ◆ To approve the terms of reference of the Woodford Park Play Area Task and Finish Working Party.

Voting: For: 5 Against: 0 Abstentions: 0

The Deputy Town Clerk added that the final paragraph of the terms of reference will also be reworded to clarify that the Working Party is responsible for making a recommendation as to the preferred contractor to appoint, not for directly appointing the contractor.

- 5.3 The Chairman advised that the Committee were being asked to suspend Standing Order 4(f) in order to allow cross party membership to the Working Party and for an external representative from Addington School to be appointed with full voting rights. It was noted that Addington School had been involved from the start of this project and would be able to give expert opinions on the inclusivity and accessibility of the equipment chosen and the overall park design.

It was also noted that the Task and Finish Working Party would have the option to seek advice from other experts where appropriate; for example, a Play Officer from Wokingham Borough Council, should one still exist.

**RESOLVED:**

- ◆ To suspend Standing Order 4(f) to allow cross party membership on the Woodford Park Play Area Task and Finish Working Party; and,
- ◆ To approve the number of members to appoint to the working party as follows:
  - Conservative – 4 places
  - Liberal Democrats – 1 place
  - Labour – 1 place
  - External (Addington School) – 1 place

Voting: For: 6 Against: 0 Abstentions: 0

- ◆ To note the appointment of Councillors Al-Sanjari, Baker, Bragg, Cheng, Skegg and Swaddle to the Woodford Park Play Area Task and Finish Working Party.

- 5.4 At this point Councillor Soane left the meeting.

6. **BRIEFING NOTE – 1 JUNE 2021**

**RESOLVED:**

- ◆ To note the contents of the Briefing Note, circulated in lieu of the cancelled Leisure Services Committee Meeting scheduled for 1 June 2021.

7. **BUDGETARY CONTROL**

**RESOLVED:**

- ◆ To note Report No. LS 14/21.

8. **WOODFORD PARK LEISURE CENTRE, SPORTS DEVELOPMENT AND ACTIVITIES**

**RESOLVED:**

- ◆ To note Report No. LS 15/21.

9. **PARKS AND BUILDINGS**

- 9.1 The Chairman stated a public expression of thanks to David Provins and the Friends of Woodford Park volunteers for the amazing work they have done with the upkeep of the park over the last year, especially in light of the Covid pandemic.
- 9.2 Following an update request, the Deputy Town Clerk confirmed that a company had been engaged to undertake an assessment of the wiring at Woodford Park Leisure Centre and create a specification for the works that need to be undertaken. This spec will be used as the basis for seeking tenders.
- 9.3 A member of the public in attendance at the meeting was invited by the Chairman to speak to the Committee regarding an allotment matter. The individual detailed her recent experience with the Council regarding an allotment eviction notice, and requested that the Council implement a full, immediate review of the allotment inspection process.

Members thanked the member of public for coming to the meeting and bringing the matter to their attention. It was highlighted that the existing tenancy agreement document was out of date and requires updating. The Chairman confirmed that, following this incident, the tenancy agreement was being reviewed and it was hoped a new agreement would be in place by the new year. The new agreement go before both the Allotments Committee and the Leisure Services Committee for approval.

**RESOLVED:**

- ◆ To note Report No. LS 16/21.

10. **COMMUNITY YOUTH PARTNERSHIP UPDATE**

Members noted the update regarding the Community Youth Partnership provided in the agenda. The Deputy Town Clerk confirmed that a date for a meeting of the Community Youth Partnership, at which they will consider the draft youth strategy document, will be circulated imminently.

11. **FUTURE AGENDA ITEMS**

There were no suggestions for future agenda items.

12. **PUBLICITY AND WEBSITE**

There were no suggestions for items to be publicised.

The meeting closed at 8:50 pm

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