

15<sup>th</sup> September 2020

**In accordance with the Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020, this meeting was held virtually.**

Minutes of the proceedings of the **AMENITIES COMMITTEE** meeting held on this day, **VIRTUALLY** from 7:30pm to 9:12pm.

**PRESENT**

Cllrs: E Bishop, N Campbell-White (Chairman), P Dennis (Vice-Chairman), P Hornsby and T Lack (The Mayor)

**IN ATTENDANCE**

Amenities Officer (AO) – Fiona Sleaford  
Cllr I Shepherd-Dubey

**APOLOGIES FOR ABSENCE (Agenda Item 1)**

Received and accepted from Cllrs L Forbes, D Hinton and M Malvern

**MEMBERS' INTERESTS (Agenda Item 2)**

No declarations

**QUESTIONS FROM MEMBERS OF THE COUNCIL OR PUBLIC (Agenda Item 3)**

No questions

**MINUTES OF PREVIOUS MEETING (Agenda Item 4)**

It was proposed by Cllr Campbell-White and seconded by Cllr P Dennis and it was

**RESOLVED  
30176**

that the minutes of the Amenities Committee meeting held on 21st July 2020 (pages 16122 to 16125) be received as a true and correct record and they be confirmed and signed by the Chairman.

**ACTION: AMENITIES OFFICER**

**ELMS FIELD & HOWARD PALMER GARDENS (Agenda Item 5)**

- a) Councillors received and discussed report 06/2020 from the Town Clerk, dated 6th September 2020.
- b) Councillors received and discussed notes of the virtual Working Party meeting held Tuesday 8<sup>th</sup> September 2020, from the Amenities Officer.
- c) The councillors considered a recommendation from the Working Party regarding Howard Palmer Garden (HPG) and expansion of the Working Party.
- d) Councillors were informed that full responsibility for Elms Field (EF) passed to Wokingham Town Council (WTC) on 23<sup>rd</sup> July 2020.

Councillors discussed the following:

- A "Have Your Say" meeting being organized by the police for residents in the HPG area. It was noted that this meeting is on Friday 25<sup>th</sup> September, 5pm-7pm.

CHAIRMAN'S INITIALS \_\_\_\_\_



- Financing private security for HPG & EF, on an ad-hoc basis, for the remainder of the financial year. Finance will be authorized if required.
- That WTC are organizing a consultation following the committee's decision to install safety chicanes on Elms Field, at exits leading onto Wellington Road.
- This public consultation will also consider an equality impact assessment. The consultation will run 5<sup>th</sup> – 11<sup>th</sup> October 2020. Officers and Cllr T Lack (the Mayor) will be present at Elms Field for several hours on 9<sup>th</sup> and 10<sup>th</sup> October 2020, times to be advertised.
- The potential to improve the visual presentation of Ertstadt Court, as it is a link between the town centre and Elms Field.

**ACTION: AMENITIES OFFICER**

**RESOLVED  
30177**

It was proposed by Cllr Lack and seconded by Cllr P Hornsby and it was that the Elms Field & Howard Palmer Garden Working Party should be expanded, and that Cllrs M Gee and T Lloyd be invited to join.

**ACTION: AMENITIES OFFICER**

**COURTYARD ROOF REPAIRS (Agenda Item 6)**

Councillors noted that F&P has authorized funding of up to £24,500, with the B&GO and Amenities Committee Chairman to proceed to have the Courtyard roof repaired as a matter of urgency.

Currently there are four contractors preparing quotes for consideration.

**ACTION: BUILDINGS & GROUNDS OFFICER / CLLR N CAMPBELL-WHITE**

**POTENTIAL PROJECTS AND FUNDING REQUESTS FOR FINANCIAL YEAR 2021-2022 (Agenda Item 7)**

- Councillors received and considered a list of current, previous and new projects with estimated costs, as agreed at the 21st July 2020 meeting.
- Councillors discussed the potential projects future spending, to decide, prioritize and resolve upon requests to be proposed to F&P for approval.

**RESOLVED  
30178**

It was proposed by Cllr Lack and seconded by Cllr P Dennis and it was

to request the following funding from the F&P Committee in this prioritized order for 2021-2022:

1	King George V playground renewal	£100,000
2	Office 3 Roof Repair	£10,000
3	Tree Planting	£20,000
4	Redecorate Town Hall stairs, landings and hallways	£12,000
5	Garden of Reflection	£10,000
6	Security for Howard Palmer Garden & Elms Field	£6,000
7	Defibrillator for Elms Field	£4,000
8	Town Hall Kitchen Refurbishment	£3,500

**ACTION: AMENITIES OFFICER / RESPONSIBLE FINANCE OFFICER**

CHAIRMAN'S INITIALS \_\_\_\_\_



### **ALLOTMENTS UPDATE (Agenda Item 8)**

- a) Councillors received and discussed the Allotment Officer's report 03/2020-21, dated 21st August 2020.
- b) Councillors received Allotment Officer's report 04/2020-21, dated 24<sup>th</sup> August 2020.

Cllrs agreed to defer the renaming of Latimer Road Allotment to the next meeting, allowing time to investigate the objections mentioned.

**ACTION: ALLOTMENTS OFFICER / CLLR N CAMPBELL-WHITE**

### **GRAFFITI UPDATE (Agenda Item 9)**

Councillors received a photo montage of graffiti removed in August and early September by Cllr T Lack.

The councillors expressed their thanks, noting the excellent job that Cllr T Lack has been doing in removing graffiti.

### **MONITORING REPORT (Agenda Item 10)**

Councillors received and discussed the report dated 9<sup>th</sup> September 2020.

Item 113: Town Hall Kitchen: Discussed under agenda item 7. It was noted that the installation of the worktop washer and double oven is still required.

**ACTION: RESPONSIBLE FINANCE OFFICER / EVENTS COORDINATOR / BUILDINGS & GROUNDS OFFICER**

Item 139: Strategic objectives: Further investigation to be made for the next meeting.

**ACTION: AMENITIES OFFICER**

Item 140: Terracycle: Items remain paused due to Covid-19 restrictions.

**ACTION: CLLRS P HORNSBY / L FORBES**

Item 143: Market stalls: Items remain paused due to Covid-19 restrictions.

**ACTION: CLLRS D HINTON / L FORBES**

Item 149: Elms Field chicane exits: Discussed under agenda item 5.

**ACTION: AMENITIES OFFICER / BUILDINGS & GROUNDS OFFICER / CLLR T LACK**

Item 150: Elms Field playground gates: Item removed, now a maintenance task.

**ACTION: AMENITIES OFFICER**

Item 151: HPG Garden of Reflection: Discussed under agenda item 5.

**ACTION: TOWN CLERK / BUILDINGS & GROUNDS OFFICER**

Item 153: Air Quality (AQ):

- St Crispin's School to be added to the 2021 monitoring programme.
- Bohunt School will not be added to the list, as the professional opinion is that it will not be a problem.
- Evendons School is already monitored and is 10ug/m<sup>3</sup> below the annual mean target (at roadside).
- Toutley Road and Star Lane Rail Crossing still need to be visited.

**ACTION: AMENITIES OFFICER**

CHAIRMAN'S INITIALS \_\_\_\_\_



### **AMENITIES COMMITTEE INFORMATION (Agenda Item 11)**

The committee received information as listed on the agenda.

- a) Cllr P Dennis informed the committee that the Wokingham Borough Council (WBC) Greenways Team are in the process of collating all responses to the consultation. WBC are expected to respond to the Committee. However, no time scale was provided.

Councillors thanked Cllr P Dennis for collating and submitting these responses.

### **MATTERS TO PUBLICIZE VIA SOCIAL MEDIA FROM THIS EVENING'S MEETING (Agenda Item 12)**

- The "Have Your Say" meeting being organized by the police for residents in the HPG area. This meeting is on Friday 25<sup>th</sup> September, 5pm-7pm.
- That WTC are organizing a consultation following their decision to install safety chicanes, at Elms Field, on exits leading onto Wellington Road. This public consultation will also consider an equality impact assessment. The consultation will run 5<sup>th</sup> – 11<sup>th</sup> October 2020. Officers and Cllr T Lack (the Mayor) will be present at Elms Field for several hours on 9<sup>th</sup> and 10<sup>th</sup> October 2020, times to be advertised.
- That full responsibility for Elms Field passed to WTC on 23<sup>rd</sup> July 2020, from WBC, on a 50 year lease. WTC has employed a Groundsman to look after Elms Field.

**ACTION: AMENITIES OFFICER / MARKETING OFFICER**

Meeting closed at 9:12pm.

**CHAIRMAN**

CHAIRMAN'S INITIALS \_\_\_\_\_

