

13th September 2022

Minutes of the proceedings of the **AMENITIES COMMITTEE** meeting held on this day in the **COMMITTEE ROOM, WOOSHILL COMMUNITY HALL, WOKINGHAM** from 7:31pm to 9:14pm.

Prior to the meeting Councillors received a tour of the entire building. Councillors were informed of maintenance work being undertaken during this financial year, including new flooring in most public spaces.

PRESENT

Cllrs: R Bishop-Firth, N Campbell-White, P Dennis (Vice-Chair), T Lack (Chairman), P Lucey and M Malvern

IN ATTENDANCE

Amenities Officer (AO) – Fiona Sleaford

APOLOGIES FOR ABSENCE (Agenda Item 1)

Cllr M Ferrai, Cllr L Forbes, and Cllr D Hinton

MEMBERS' INTERESTS (Agenda Item 2)

None

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

None

MINUTES OF PREVIOUS MEETINGS (Agenda Item 4)

It was proposed by Cllr Dennis and seconded by Cllr Bishop-Firth, and it was

**RESOLVED
30500**

that the minutes of the Amenities Committee meeting held on 19th July 2022 (pages 16574 to 16577) be received as a true and correct record and they be confirmed and signed by the Chairman.

ACTION: AMENITIES OFFICER

IN-YEAR BUDGET REQUEST TO F&P: 2022-2023 PROJECTS (Agenda Item 5)

Cllrs received and discussed the Amenities Officer's report 03/2022-23, dated 07th September 2022.

Discussion points included:

- The rapid increase in costs due to the current economic situation.
- The requirement to install this provision at both locations, not just one.
- The Council's principles, and so the environmental benefit, and financial cost saving, if the excavated spoil is landscaped on site, not removed.
- Landscaping the spoil on-site will help with the current undulating levels.

It was proposed by Cllr Lucey and seconded by Cllr Bishop-Firth, and it was

**RESOLVED
30501**

that an additional £12,000 be requested, in-year, from F&P to complete footpaths at King George V and Leslie Sears Playing Fields.

Further, it was proposed by Cllr Lack and seconded by Cllr Malvern, and it was

CHAIRMAN'S INITIALS _____



**RESOLVED
30502**

that spoil arising from the installation of footpaths, at King George V and Leslie Sears Playing Fields, remain on-site, and is landscaped by the contractor.

ACTION: AMENITIES OFFICER / RESPONSIBLE FINANCE OFFICER

SPENDING PRIORITIES: 2023-2024 (Agenda Item 6)

Councillors discussed the projects and prioritised their requests to be proposed to F&P for approval.

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

**RESOLVED
30503**

to

(a) request the following funding from the F&P Committee in this prioritised order for 2023-2024:

Priority	Project	Request
1	Hanging Baskets – uplift of	£5,000 + £1,000 per annum
2	Wokingham in Bloom – uplift of	£2,000
3	Goal posts for Leslie Sears	£1,800
4	Christmas Lights – uplift of	£10,000 + £1,000 per annum
5	Combined sport equipment – for KGV	£15,000
6	E-bike event – establishing budget	£1,000
7	Second footpath at KGV for child safety	£25,000
8	Defibrillator at Woosehill Community Hall	£3,000

(b) extend the Hanging Basket contract to a five-year contract.

ACTION: AMENITIES OFFICER / RESPONSIBLE FINANCE OFFICER

RISK REGISTER (Agenda Item 7)

Cllrs noted that:

- a) There have been no changes to the risk register.
- b) WTC's overall Health & Safety policy is being reviewed.
- c) The risk register will be brought again in March 2023.

ACTION: AMENITIES OFFICER

ALLOTMENTS (Agenda Item 8)

Cllrs received and noted the Allotments Officer's briefing notes August 2022, dated 30th August 2022.

Cllrs commented positively and confirmed:

- Their disappointment at the recent thefts from Ormonde Road allotment.
- They agree with the Allotments Officer's proposal to amend WTC's allotment agreement for new tenants; as bees kept by beekeepers, at every allotment site, is appropriate. Cllrs commented that this should be considered for addition to the risk register.

Cllrs were also informed that WTC's water butts at Binfield Road, Ifould Crescent and Mulberry Grove have collected 5,000 litres of water. Additionally, allotment gardeners' water butts, across all seven sites, have collected approximately another 6,000 to 7,000 litres.

ACTION: ALLOTMENTS OFFICER

CHAIRMAN'S INITIALS _____



GRAFFITI UPDATE (Agenda Item 9)

- Cllrs received an update from Cllr Lack regarding recent graffiti and sticker removal by the volunteer Andrew Le Breuilly.
 - Cllrs noted that commercial anti-graffiti work, applying anti-graffiti coating, had been carried out on the retaining wall in Holt Lane; requiring collaborative work with Wokingham Borough Council, VolkerHigways and WTC's contractor.
- The Chairman thanked the AO for the quick work in arranging this, once realising Holt Lane was closed for resurfacing, providing a cost saving to WTC.

ACTION: AMENITIES OFFICER

CHRISTMAS LIGHTS CONTRACT FROM 2023 (Agenda Item 10)

Councillors received and discussed the Amenities Officer's Report 04/2022-23, dated 31st August 2022. Discussion points included:

- The current economic situation.
- Considerations around extending the contract to a four-year contract.
- That the contract should be offered out to tender at £25,000 per annum.
- All lights and motifs should remain as cool white.
- That provision could be reduced to meet the tender value; potentially removing lights from outside the train station, Station Approach, Waitrose carpark, Rectory Road.
- Projects such as trees wrapped with lights could be reduced or removed.

It was proposed by Cllr Lack and seconded by Cllr Bishop-Firth, and it was

**RESOLVED
30504**

that the Christmas light contract be extended to a four-year contract.

ACTION: AMENITIES OFFICER

MONITORING REPORT (Agenda Item 11)

Councillors received and discussed the report dated 06th September 2022:

Item 151: HPG Garden of Reflection: Further discussions with Wokingham in Need (WIN) are expected in September 2022. Paused until Autumn.

ACTION: CLLR FORBES

Item 158: Tree planting 2021-2022: The one remaining hawthorn tree remains to be planted at Leslie Sears once planting conditions improve.

ACTION: GROUNDS & BLOOM OFFICER

Item 159: Defibrillator for Elms Field, FY 2021-2022: Nuffield Health are keen to host a defibrillator outside the building. Discussion with the landlord in progress.

ACTION: AMENITIES OFFICER

Item 160: Footpath in KGV: Discussed under agenda item 5.

Five contractors have quoted for the work.

ACTION: AMENITIES OFFICER / GROUNDS & BLOOM OFFICER

Item 161: Footpath in Leslie Sears: As Item 160, discussed under agenda item 5.

Four of five contractors have quoted for the work.

ACTION: AMENITIES OFFICER / GROUNDS & BLOOM OFFICER

CHAIRMAN'S INITIALS _____



Item 162: Town Hall stairs, hall, and landing recarpeting: Four contractors have been selected, awaiting quotes.

ACTION: BUILDINGS & MARKET OFFICER

Item 164: Basic gym equipment in KGV: Discussions with Nuffield Health to provide expertise.

ACTION: AMENITIES OFFICER

Item 166: Waterless toilets for two allotments: Discussed under agenda item 8. A location at Latimer Road has been selected and ground excavations completed, pending confirmation of site suitability.

ACTION: ALLOTMENTS OFFICER

Item 167: Pigeons – “do not feed” sign: Cllrs have requested that a sign is placed in the Town Hall noticeboards.

ACTION: AMENITIES OFFICER

AMENITIES COMMITTEE INFORMATION (Agenda Item 12)

Cllrs noted the following:

- a) World EV (electric vehicle) Day was Friday, 9th September 2022.
- b) World Car Free Day is Thursday, 22nd September 2022.
- c) Market Place cleaning will be undertaken during September 2022.

Cllrs were verbally informed of a request, from Wokingham Borough Council, to attend a meeting discussing a Co-funding Bid Proposal for S106/CIL money. Initial responses demonstrated that Cllrs are not prepared to allocate WTC's CIL money towards this proposal. The AO encouraged them to attend the meeting, to ensure their position was recorded.

MATTERS TO PUBLICISE VIA SOCIAL MEDIA FROM THIS EVENING'S MEETING (Agenda Item 13)

- That WTC may have to restrict future Christmas lights provision, as Cllrs are having to make tough financial decisions, across the estate and all provisions.
- WTC continues to use volunteers to remove graffiti across the town.
- The 18 semi-mature trees, planted in the last financial year, have survived the recent very dry weather conditions. WTC purchased its own water bowser, to use with the WTC van, allowing our groundsmen to water the new trees weekly. Reducing WTC's reliance on costly external providers.
- WTC water butts and, allotment gardeners' water butts collected approximately 12,000 litres of water during the first 10 days of September 2022.

ACTION: AMENITIES OFFICER / MARKETING OFFICER

Meeting closed at 9:14pm.

CHAIRMAN

CHAIRMAN'S INITIALS _____

