

23<sup>rd</sup> February 2023

Minutes of the proceedings of the **AMENITIES COMMITTEE** meeting held on this day in the **COUNCIL CHAMBER, TOWN HALL, WOKINGHAM** from 7:25 pm to 8:42pm.

**PRESENT**

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

**IN ATTENDANCE**

Amenities Officer (AO) – Fiona Sleaford

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

Cllrs M Ferrai and 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 Malvern, and it was

**RESOLVED  
30584**

that the minutes of the Amenities Committee meeting held on 10th January 2023 (pages 16668 to 16672) be received as a true and correct record and they be confirmed and signed by the Chairman.

**ACTION: AMENITIES OFFICER**

For the benefit of rigorous discussion, the order of the meeting was adjusted. However, the minutes are reproduced here in agenda order. Cllr Forbes left the meeting at 8:12pm after agenda items 11, 13 and 14 were discussed.

**RISK REGISTER (Agenda item 5)**

Cllrs received the Risk Register and noted the minor amendments. Cllrs were informed that the Risk Register will be brought again to the September meeting.

**ACTION: AMENITIES OFFICER**

**PARK YOGA (Agenda Item 6)**

Cllrs received and considered the Town Clerk's Report 07/2023, dated 6th February 2023.

Cllrs commented positively that:

- Park Yoga was a great benefit to the community, as it:
  - is an inclusive event, for people of all ages, backgrounds and abilities
  - benefits physical and mental wellbeing, and
  - potentially benefits other businesses in the town
- Park Yoga does not have corporate sponsorship, such as with parkrun
- It would be a good use of existing budgeted funds
- As a charity, donations received are used to start and support new locations
- A budget line be established to support the event in future years

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



**RESOLVED  
30585**

It was proposed by Cllr Lucey and seconded by Cllr Dennis, and it was

To make a formal request to the F&P committee to:

- a) move £900 of existing funds, from the 2022-23 financial year, into an earmarked 2023-2024 reserve, to fund the Park Yoga 2023 season.
- b) establish a budget line for £1,400 to sponsor future Park Yoga seasons.

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

**METAL DETECTING POLICY (Agenda Item 7)**

Cllrs received, considered, and agreed to adopt the proposed policy, Metal Detecting on Wokingham Town Council owned and managed land.

**ACTION: AMENITIES OFFICER**

**GRAFFITI UPDATE (Agenda Item 8)**

Cllrs:

- a. Received an update from Cllr Lack regarding graffiti removal, and noted that some sites receive regular, repeat attacks.
- b. Received a list of graffiti to be removed shortly by commercial contractor.
- c. Were informed the three artwork panels in Erftstadt court, as commissioned by the A&C Committee, were installed on 14th February 2023.

**ACTION: AMENITIES OFFICER**

**ALLOTMENTS (Agenda item 9)**

Cllrs received and noted the Allotment Officer's Briefing Notes February 2023, dated 13th February.

Cllrs suggested, if a waterless toilet was unsuitable for Ifould Crescent, perhaps a chemical toilet could be installed.

**ACTION: ALLOTMENTS OFFICER**

**MONITORING REPORT (Agenda Item 10)**

Councillors received and discussed the report dated 14th February 2023:

Item 151: HPG Garden of Reflection: This remains on WIN's list of active projects, a meeting between WIN, Cllr Forbes, and the Town Clerk is imminent.

**ACTION: CLLR FORBES**

Item 159: Defibrillator for Elms Field, FY 2021-2022: The defibrillator and cabinet have been purchased; an electrician for the installation is being sourced.

Item to be removed from the monitoring report.

**ACTION: AMENITIES OFFICER**

Item 164: Basic gym equipment in KGV: Item has proved impossible to deliver.

A request to use part of these funds was discussed under agenda item 6.

Item to be removed from the monitoring report.

**ACTION: AMENITIES OFFICER**

The Chairman thanked the AO for successfully reducing the monitoring report to only one item.

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



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

Cllrs noted the following:

- a) Initial investigations into potential uses for Langborough Recreation Ground changing rooms have begun.
- b) WTC's contribution to the "Big Tidy Up", community litter pick event, is on Sunday 26th March.
  - Cllrs Lucey and Bishop-Firth will provide support on the day.
- c) The 2023 E-bike event will be held on Saturday 1st July in WBC's Shute End car park.
  - The Shute End location is more practicable than alternatives.
- d) There remains no street lighting on Market Place, western arm, this has been the situation since September 2022. The AO has continued to chase WBC Officers, who are working with SSE to resolve this issue. Market Place has not been cleaned due to this health and safety issue.
  - The AO continues to liaise with WBC to ensure this remains a priority.
- e) Consideration for making Tree Preservation Orders (TPOs) on WTC trees.
  - Cllr Forbes will provide some background information to the Committee.
  - The AO reminded Cllrs that requesting TPOs is not standard practice for Council operated parks. As, in WTC's case, a robust management plan is in place and TPOs would increase the difficulty around managing trees.

**ACTION: AMENITIES OFFICER**

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

- The sponsorship of Park Yoga.
- The adoption of a metal detecting policy.
- The Big Tidy Up, Sunday 26th March 2023.

**ACTION: AMENITIES OFFICER / MARKETING OFFICER**

### **EXCLUSION OF THE PRESS AND PUBLIC (Agenda Item 13)**

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

**RESOLVED  
30586**

that in view of the confidential commercial nature of the business about to be transacted it is advisable, in the public interest, that the press and public be temporarily excluded and that they are asked to withdraw.

## **PART II**

### **CHRISTMAS LIGHTS CONTRACT 2023-2027 (Agenda Item 14)**

Cllrs received, considered, and discussed the Amenities Officer's report 06/2022-23, dated 13th February 2023.

Councillors discussed the following:

- Tender D had been removed as it did not meet the brief.
- Tender E was removed due to the cost of call out charges.
- Options 1 & 2, from tender C, were removed due to the impractical nature of placing features on Market Place, although the concept was praised.
- The consideration that motifs incorporating warm white could be more in-keeping with the historic nature of Rose Street.
- All other hired motifs to remain in cool white.

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



- That a selection of motifs across town provided interest, appeal and could lead to increased dwell times in town, leading to greater business benefits.
- Tender B was well received, due to cost, however, it was considered that the motifs were too plain and lacked variety.

It was proposed by Cllr Forbes and seconded by Cllr Bishop-Firth and it was

**RESOLVED  
30587**

that the WTC four-year Christmas lighting contract be awarded to contractor A. Requesting the main motifs from design A, in cool white. With, the small motifs, for Rose Street and Waitrose, from design B. Investigation into installing the warm white option in Rose Street to be undertaken, with the Waitrose motifs to be colour matched.

Following the decision, the AO confirmed that contractor A is Lighting and Illumination Technology Experience Ltd, (LITE), the current contractor.

**ACTION: AMENITIES OFFICER**

Meeting closed at 8:42pm.

**CHAIRMAN**

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

