

07th November 2023

Minutes of the proceedings of the **AMENITIES COMMITTEE** meeting held on this day in the **COUNCIL CHAMBER, TOWN HALL, WOKINGHAM** from 7:30 pm to 9:13 pm.

PRESENT

Cllrs: R Bishop-Firth, S Cornish, M Malvern (Vice Chair), A Medhurst, N Nagella, and H Richards

IN ATTENDANCE

Amenities Officer (AO) – Fiona Sleaford
Grounds & Bloom Officer (GBO) – Marianna Pentek

In the absence of the Committee Chairman, the meeting was chaired by the Vice-Chair Cllr Malvern, in-line with Standing Orders.

APOLOGIES FOR ABSENCE (Agenda Item 1)

Cllr T Lack (Chairman), M Fumagalli and A Fraser

MEMBERS' INTERESTS (Agenda Item 2)

None

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

None

MINUTES OF PREVIOUS MEETING (Agenda Item 4)

It was proposed by Cllr Medhurst and seconded by Cllr Cornish, and it was

**RESOLVED
30741**

that the minutes of the Amenities Committee meeting held on 12th September 2023 (pages 16819 to 16822) be received as a true and correct record, and they be confirmed and signed by the Chair.

ACTION: AMENITIES OFFICER

AMENITIES SERVICE AREA – CHRISTMAS LIGHTS (Agenda Item 5)

Cllrs received the Amenities Officer's Briefing Notes – October 2023, dated 30th August 2023:

Discussion points included:

- The new contract.
- The ongoing observations by the AO, to ensure the display remains complete.
- Previous incidents of vandalism to the main Christmas tree, and the GBO gave an update on the security patrols in place over Christmas and new year.
- Cllrs considering potential expansion areas, while the scheme is in place.

GROUNDS MAINTENANCE CONTRACT (Agenda Item 6)

Cllrs received the Amenities Officer's Report, 04/2023-24 dated 24th October.

Discussion points included that:

- The benefit to the council and the contractor over a longer contract.
- The recent increases in labour, equipment, and fuel costs.
- Grounds maintenance encompasses a wide range of tasks and services.
- There is no financial exposure for the council by extending the contract.
- Grass cutting for the allotments is to be separated from this contract.

It was proposed by Cllr Richards and seconded by Cllr Nagella, and it was

CHAIRMAN'S INITIALS _____



**RESOLVED
30742**

to extend the Grounds Maintenance contract to a five-year contract.

ACTION: AMENITIES OFFICER

GRAFFITI UPDATE (Agenda Item 7)

- a) Cllrs received a photo montage from Cllr Lack detailing recent graffiti removal, with suggested locations for professional removal.
- b) Discussion about additional murals was deferred to January's meeting.

ACTION: AMENITIES OFFICER

RISK REGISTER (Agenda item 8)

Councillors noted:

- a) There are no recommended changes to the risk register.
- b) WTC's overall Health & Safety policy is being reviewed; any recommended changes will be brought in March 2024.

Discussion points included:

- That Cllrs understand the different risks that relate to the committee's oversight.
- The need to differentiate various levels of risk and separate their sections.

ACTION: AMENITIES OFFICER / TOWN CLERK

COUNCIL'S UPDATED VISION AND PRINCIPLES (AGENDA ITEM 9)

Cllrs received copy of the council's updated vision and principles.

Discussion points included:

- Embedding the principles into decision making.
- That they should be considered in detail when planning spending requests.
- They should be consulted for ongoing development.

MONITORING REPORT (Agenda Item 10)

Councillors received and discussed the report dated 24th October 2023:

Item 174: Defibrillator for Woosehill Community Hall, FY2023-2024: Installation was completed in October 2023. Item to be removed from the monitoring report.

The AO was thanked for clearing the monitoring report, and it was considered a good way to end the year.

ACTION: AMENITIES OFFICER

AMENITIES COMMITTEE INFORMATION (Agenda Item 11)

Cllrs noted the following:

- a) The Wokingham Bloom results.
 - The GBO was thanked for the excellent results, her drive and commitment.
- b) The resurfacing of Leslie Sears play area was completed 20th October.
 - Cllrs were very pleased with the new surfacing and look of the play park.
- c) Repair to the burnt section of rubber mulch at Elms Field.
 - Cllrs were pleased to be made aware of the work of the Amenities "team".
- d) The new trampoline at Elms Field has filled with water.
 - Cllrs were advised this has not been closed as it is not a health and safety issue.
 - Having taken advice, the situation is being monitored, it is expected the trampoline will drain given time for the soil to absorb the water.
- e) The tent encampment in Howard Palmer Garden that began in October.

CHAIRMAN'S INITIALS _____



- The GBO confirmed that Howard Palmer Garden will not reopen until 18th November, as commercial maintenance is required.
 - Discussion of Howard Palmer Garden will be brought to January's meeting.
- f) Balfour Beatty are due to commence works to replace the Network Rail Tanhouse footbridge on Monday 4th December 2023. Work is expected to be completed by the end of March 2024.
- It was confirmed to Cllrs that this bridge will have stepped access only.

ACTION: AMENITIES OFFICER

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

- Christmas lights.
- The new defibrillator installed outside Woosehill Community Hall.
- Resurfacing of Leslie Sears play park.

ACTION: AMENITIES OFFICER / MARKETING OFFICER

Meeting closed at 9:13 pm.

CHAIRMAN

CHAIRMAN'S INITIALS _____

