



# Wokingham Town Council

Town Hall, Market Place, Wokingham, Berkshire RG40 1AS  
Tel: 0118 978 3185    [www.wokingham-tc.gov.uk](http://www.wokingham-tc.gov.uk)  
Town Clerk: K. Hughes

**This Council Meeting is open to the Public and Press**  
**Please notify the Officer or Chairman if you wish to record the meeting**

Wednesday, 06 September 2023

Dear Councillor

You are hereby summoned to attend the meeting of the **Amenities Committee** to be held in the **Committee Room, Woosehill Community Hall, Wokingham** at **7.30pm** on **Tuesday 12th September 2023** for the purpose of considering and resolving upon the subjects and matters set out in the agenda below.

Yours sincerely

**K Hughes**  
Town Clerk

**Contact Officer:** F Sleaford, Amenities Officer  
Direct line: 0118 974 0886; mobile: 07592 579112; email: [amenities@wokingham-tc.gov.uk](mailto:amenities@wokingham-tc.gov.uk)

## AGENDA

### 1 APOLOGIES FOR ABSENCE

### 2 MEMBERS' INTERESTS

To receive any declaration of interests from members on the business about to be transacted.

### 3 QUESTIONS FROM MEMBERS OF THE COUNCIL OR PUBLIC

The Chairman to answer questions raised by members of the council or public.

*This is an opportunity for the people of Wokingham to ask questions of, and make comments to, the Town Council. Members of the public are requested to restrict their questions and comments to three minutes. Questions which are not answered at this meeting will be answered in writing to the person asking the question. To ensure an informed response, please send your questions to the Town Clerk at least three working days prior to the meeting.*

### 4 MINUTES OF PREVIOUS MEETING

To receive and resolve the minutes of the proceedings at the meeting of this committee held on: 11th July 2023 (pages 16786 to 16788, copy attached) as a true and correct record.

### 5 AMENITIES SERVICE AREA – BUILDINGS & MARKET

To receive the Buildings & Market Officer's report 01/2023-24, dated 18th August 2023 (copy attached).

### 6 REQUEST TO F&P – PLAY PARK RESERVE REQUEST

To receive and resolve upon the Amenities Officer's Report, 02/2023-24 dated 06th September 2023 (copy attached).

### 7 GRAFFITI UPDATE

- a) To receive an update from Cllr Lack regarding graffiti removal (photo report attached).
- b) To note that commercial graffiti removal was undertaken on 10th & 13th July 2023, pre-Bloom judging (photo reports attached).

- c) To note, that following significant graffiti across the town, no removal work will be completed until after schools and college return.

**8 SPENDING PRIORITIES 2024-2025**

For the Committee to prioritise and resolve upon the list of proposals, further to discussions at July's meeting (copy attached).

**9 LOCAL GREEN SPACE NOMINATIONS**

To receive for information and consideration the Amenities Officer's Report, 03/2023-24 dated 01st September 2023 (copy attached).

**10 LANGBOROUGH RECREATION GROUND CHANGING ROOM**

To receive a verbal update regarding the ongoing research into the potential usage of this building.

**11 MONITORING REPORT**

To receive and consider the monitoring report dated 24th August 2023 (copy attached).

**12 AMENITIES COMMITTEE INFORMATION**

To receive information raised by members for possible inclusion on a subsequent Amenities Committee agenda:

- a) Vandalism, with arson, to the "tigermulch" rubber surfacing at Elms Field play park (photo attached).
- b) Vandalism to the roundabout at Joel Park (photo attached).
- c) To note the Wokingham in Bloom, Thames and Chilterns, regional results are announced on 27th September, and the National results are announced on 23rd October 2023.

**13 MATTERS TO PUBLICISE VIA SOCIAL MEDIA FROM THIS EVENING'S MEETING**

To receive and consider a verbal report from the Chairman.

**Amenities Committee:** Cllrs R Bishop-Firth, S Cornish, A Fraser, M Fumagalli, T Lack (Chairman), M Malvern (Vice-Chair), A Medhurst, N Nagella and H Richards

**Copy:** Cllrs S Gurney and I Shepherd-Dubey

*In order to comply with the Data Protection Act 1998, all persons attending this meeting are hereby notified that this meeting will be recorded. The purpose of recording proceedings is that it acts as an aide-memoir in assisting the clerk of the meeting in the compilation of minutes. The recordings are held in a secure location and deleted once it has been resolved that the minutes are a true and correct record.*

*In accordance with The Openness of Local Government Bodies regulations 2014, persons attending this meeting may make their own recordings of the proceedings subject to the Council's Policy on Filming, Recording & Reporting on Council and Committee Meetings (copy available on request).*

# DRAFT

11<sup>th</sup> July 2023

Minutes of the proceedings of the **AMENITIES COMMITTEE** meeting held on this day in the **COUNCIL CHAMBER, TOWN HALL, WOKINGHAM** from 7:28 pm to 9:04 pm.

Prior to the meeting Councillors received a 30-minute tour around the Town Hall and its curtilage. Councillors were given an overview of these areas; this included: some of the difficulties managing a Grade II\* listed building, managing the shared space on Market Place; and ongoing maintenance issues.

## PRESENT

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

## IN ATTENDANCE

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

## APOLOGIES FOR ABSENCE (Agenda Item 1)

None

## 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 Richards and seconded by Cllr Malvern, and it was

**RESOLVED  
30664**

that the minutes of the Amenities Committee meeting held on 30th May 2023 (pages 16755 to 16757) be received as a true and correct record and they be confirmed and signed by the Chairman.

**ACTION: AMENITIES OFFICER**

## AMENITIES SERVICE AREA - WOKINGHAM IN BLOOM (Agenda Item 5)

Cllrs received the Wokingham in Bloom Portfolio 2013-2023, from the Grounds and Bloom Officer.

The GBO gave a verbal summary of information, including:

- Today was the regional judging day for Wokingham in Bloom.
- In 2022 Bloom won Gold, having received Silver Gilt in previous years.
- Bloom has 140-172 volunteers, including 10 project leaders.
- National judging will be held on 25 July 2023.
- The significant impact of Wokingham Borough Council removing support.

## E-BIKE EVENT (Agenda Item 6)

Cllrs received the Amenities Officer's Briefing Notes - July 2023, dated 04th July.

- The AO confirmed there is an established budget for this event.
- Cllrs reacted positively and are happy to continue with the e-bike event in 2024.

**ACTION: AMENITIES OFFICER**

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

Amenities Committee 11<sup>th</sup> July 2023

16786



# DRAFT

## GRAFFITI UPDATE (Agenda Item 7)

Cllrs:

- a) Received an update from Cllr Lack regarding graffiti removal.
- a) Noted that commercial graffiti removal was completed on 10th July 2023, and that a further visit by contractors is scheduled for 13th July.

## SPENDING PRIORITIES 2024-2025 (Agenda item 8)

- b) Cllrs noted that spending priorities for 2024-2025 need to be brought forward for consideration, prioritised and resolved upon at the September meeting.
- c) Cllrs received a list of Officer suggested projects, discussed, and focused the list for further investigation by the AO, for September's meeting.

Cllrs suggested additional new projects, and the AO requested specific details, for costing purposes, to be received by the end of July 2023.

Cllrs discussed, and focused the list for further investigation by the AO, for September's meeting, on the following areas:

- 1) Uplift for existing budgets, to maintain current provision:
  - a) New grounds maintenance contract
  - b) Graffiti removal budget
- 2) Parks:
  - a) Park Yoga
  - b) Utility vehicle for staff
  - c) Second footpath in Leslie Sears
  - d) Resurfacing Howard Palmer Gardens for DDA\* compliance
- 3) Buildings:
  - a) Town Hall:
    - Capital expenditure, including:
      - Lift major survey and full refurbishment
      - Window replacement, continuation of works
      - Roof repairs
    - Defibrillator within the town hall
  - b) Woollahill:
    - Capital expenditure, including:
      - Fire doors replacement for compliance
      - Kitchen roller shutter
      - Access control required for DDA\* compliance
      - Roof repair
      - Fire alarm upgrade
- 4) Allotments:
  - a) Waterless toilet cleaning
- 5) Market:
  - a) Market parking permits

\* = Disability Discrimination Act

**ACTION: AMENITIES OFFICER / CLLR NAGELLA / CLLR FUMAGALLI**

## MONITORING REPORT (Agenda Item 9)

Councillors received and discussed the report dated 04th July 2023:

Item 172: E-bike event, FY2023-2024: Discussed under agenda item 6.

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

Amenities Committee 11<sup>th</sup> July 2023

16787



# DRAFT

A successful event was held on Saturday 01st July 2023.  
Item to be removed from the monitoring report.

**ACTION: AMENITIES OFFICER**

Item 174: Defibrillator for Woosehill Community Hall, FY2023-2024: Installation is expected on 25th July 2023.

**ACTION: AMENITIES OFFICER**

Item 175: EF trampoline relocation and reinstatement: Installation was completed on 7th July 2023, and opened to the public on Monday 10th July 2023.  
Item to be removed from the monitoring report.

**ACTION: AMENITIES OFFICER**

## **AMENITIES COMMITTEE INFORMATION (Agenda Item 10)**

Cllrs noted the following:

- a) WBC budgets, for graffiti clearing from WBC's building work's hoarding has been cut, and so there is reduced help available to keep their sites free of graffiti.
- b) The new (second phase) footpath and King George V playing field opened 05th June 2023, and we have received positive feedback.
- c) World Refill Day was held on Friday 16th June 2023.
- d) The September Amenities Committee meeting will be held at Woosehill, with arrival at 7pm, to allow for a tour around the building before the meeting begins.

**ACTION: AMENITIES OFFICER**

## **MATTERS TO PUBLICISE VIA SOCIAL MEDIA FROM THIS EVENING'S MEETING (Agenda Item 11)**

- Wokingham in Bloom, including topics such as:
  - Regional judging
  - National judging, on Tuesday 25th July 2023.

**ACTION: AMENITIES OFFICER / GROUNDS & BLOOM OFFICER**

Meeting closed at 9:04 pm.

**CHAIRMAN**

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

Amenities Committee 11<sup>th</sup> July 2023

16788





# Wokingham Town Council

## Buildings & Market Officer's Report 01/2023-24

<b>To:</b>	<b>Amenities Committee</b>
<b>Date:</b>	18th August 2023
<b>Council Principle:</b>	Service, Inclusivity, Distinctiveness & Sustainability
<b>Amenities Service Area:</b>	Buildings & Market
<b>Subject:</b>	Service Area Overview

### **FACILITIES MAINTENANCE - REGULAR SERVICING & MAINTENANCE (ALL BUILDINGS):**

Wokingham Town Council manages the following buildings:

- Wokingham Town Hall (owned)
- Woosehill Community Hall (Leased from WBC)
- Langborough changing rooms (owned)

The Buildings and Market Officer's working days are Tuesday, Thursday, Friday, and Saturdays.

### **FIRE ALARM**

- Fire alarm servicing was completed in June 2023.
- Emergency repairs on the fire and intruder alarms have been completed.
- The BT Redcare system, for the fire alarm and intruder alarm, in the Town Hall has been upgraded. It has been taken off the analogue line, as this was being discontinued, and now dials out on a dual SIM card.
- Replacement call points for the Town Hall fire alarm have been installed/repared, and spares are now on site. The fire alarm call point listing has been updated, and previously inaccessible call points have been replaced and are now part of the weekly test.
- Replacement cabling has been installed at Woosehill for fire alarm and automatic door installation completed to meet fire regulations.

### **FIRE SAFETY / FIRE RISK ASSESSMENTS (FRA)**

- Fire extinguisher check forms were updated following the recent servicing.
- Fire stopping in the boiler room and electrical intake room quote are being chased to proceed with the work as soon as possible.
- A new fire door between RYND and TH is being costed.
- Remedial actions for the Fire Risk Assessments for Woosehill are underway.

### **ELECTRICS**

- Some of Piccolo Arco's electrical lighting circuits have been rewired from the Town Council to Piccolo Arco. Hence, they pay for the electricity they use and have complete control over any electrical isolation for any lighting works.
- Piccolo Arco and Timpson are arranging the electrical repairs to meet the fixed wiring requirements for their demise.
- Langborough Recreation Ground changing rooms; temporary electrical repairs for the ladies' toilets were completed. The remaining compliance repairs are on order, the space will provide much needed storage, until a decision has been made on the building's future.

## **EMERGENCY LIGHTING**

- Emergency light drop-down test has been carried out, and emergency lighting repairs have been completed.
- Emergency light mapping has been completed and new monthly checks has been set up to meet the requirements of the FRA for statutory compliance.
- Additional switching has been installed and is ready for monthly tests.
- Emergency light logbooks have been created to record all repairs and testing for the FRA and general H&S compliance.
- New emergency lighting added in the Rynd exit corridor.

## **LEGIONELLA**

- The legionella/water risk assessments (WRA) have been completed for all buildings.
  - Old cold-water tanks in Rynd have been disconnected to prevent legionella and a new water schematic has been produced for a better understanding of water management within the Rynd demise. Replacement pipework to the Rynd demise has been costed. Rynd has also carried out their own WRA for their own management.
  - WRA remedial works for the Town Hall are remedial works are being costed to be scheduled for the second half of the financial year.
  - WRA remedial works from two years ago at Woosehill have received 90% completion.
- A new water management contract is to be set up for Woosehill following the WTA, which will include additional descaling for taps, tank inspection and legionella testing annually.
- Remedial works outstanding from the WRA for Langborough changing rooms have been placed on hold pending a decision on the future of the building.

## **ASBESTOS**

- Asbestos management surveys are being scheduled for October for the Town Hall and Woosehill.
- Asbestos management survey has been completed for Langborough changing room.

## **OTHER**

- Negotiated better prices with Grundon and reached 10% savings across all waste contracts.
- The heating Building Management System (BMS) (Town Hall) has been serviced for the first time, and temperature sensors have been checked for energy efficiency.
- Clock Tower Service booked for the end of August.
- At the Town Hall, boilers, pressurisation cylinders, water heaters, macerator toilet and plant room checks have been carried out for winter. Remedial works to follow.
- At Woosehill, boilers, water heaters, TMVs, pressurisation chambers and plant room checks have been scheduled for October 2023.
- Loft ladder installation at the Town Hall has been completed for improved access. CAT ladder and general ladder inspection also to follow the new ladder install for all ladders and flagpoles.
- Woosehill automatic door has been serviced and is now on a contract for the year.
- Spare keys and fob for Woosehill are in the key safe, in the Finance Office, in case Mac and Mike are away.
- A monthly building inspection sheet has been introduced for Woosehill community hall as a double-check system and to assist the caretaker.
- Defibrillator installed at Woosehill, completion 90% (Storage box supplied with faulty clip and the company is sending a new part).

### **TOWN HALL – CAPITAL PROJECT PLANNING**

- Roof repairs
- To continue the window replacement
- Lift condition survey to be carried out - possible upgrade or replacement will then be considered

### **WOOSEHILL – CAPITAL PROJECT PLANNING**

- Ridge report and Fire Risk Assessment reviewed for Woosehill – action plan agreed with Town Clerk to ensure legal compliance:
  - Kitchen roller shutter
  - Fire doors replacement
  - Fire alarm upgrade
  - Roof repair Access control panel

### **MARKET / MARKET PLACE**

- Emergency repairs are progressing for the main market electrics feeder pillar (large utility box) following a traffic collision.
- The market is moving forward well with traders' attendance levels consistent each month and with new traders attending the market. Traders are invoiced monthly, and Finance are now tracking unpaid invoices and writing to traders for any unpaid bills. Outstanding balances are now communicated to the Building and Market Officer monthly to suspend further bookings if needed. Market Facebook posts are placed, and additional advertising has also been carried out. The market is currently reaching the budgeted income expectations (April till August) - £18,000.
- Additional support has been provided on Fridays, but the new Saturday Market Assistant, David Dunham, enabled extra time each week to deal with the backlog of facilities management work and take forward the buildings servicing, maintenance, and contractor management.
- David Dunham has been trained to carry out some of the basic statutory building checks in his downtime, outside of the market set-up and take-down. These include monthly water temperature checks to help prevent legionella, fire extinguisher checks and emergency lighting checks for the Town Hall.
- Electrical checks have been carried out for the market feeder pillars. An application for funding support, from the UK Shared Prosperity fund (UKSPF) via Wokingham Borough Council, to refurbish the market feeder pillars has been approved (£6,262.08), and the scheduling of this work is being undertaken. This is necessary work which we won't now be required to budget for.





# Wokingham Town Council

## Amenities Officer's Report 02/2023-24

<b>To:</b>	<b>Amenities Committee</b>
<b>Date:</b>	06th September 2023
<b>Council Principle:</b>	Service, Inclusivity, Distinctiveness & Sustainability
<b>Amenities Service Area:</b>	Parks
<b>Subject:</b>	Increased Reserves Budget Request to F&P: Resurfacing Leslie Sears Junior Play Park

### 1. REASON FOR REPORT

- 1.1. To inform Councillors of an increase in budget requirement, following a need to change the specification and tendering process, for the resurfacing of this play area.

### 2. BACKGROUND INFORMATION

- 2.1. On original installation (November 2015) bonded rubber mulch was installed directly onto the grass (with no sub-base) as was the perceived wisdom of the time.

### 3. CURRENT POSITION

- 3.1. The rubber surface has deteriorated significantly, with grass growing through, and the stability of the surface degrading, to the point where it has become an inspection issue.
- 3.2. At the 31st May 2022 Amenities meeting, a resolution (30470) was made to resurface the Leslie Sears junior play area. Following this resolution, a budget of £25,000 was agreed for the 2023/24 financial year, for this work to be undertaken.
- 3.3. In the interim period, the surface has deteriorated further, and on inspection, it has become apparent that the presence of moles has caused further ground instability. Therefore, a more substantial sub-base is required to provide greater stability to the new rubber surface.
- 3.4. Updated quotes received from contractors put this work over the Contracts Finder threshold (£25,000), and so an increased specification (requiring full excavation and installation of an MOT stone sub-base prior to the installation of a rubber surface), has been issued to contractors via Contracts Finder.

### 4. CONSIDERATION

- 4.1. The new proposal needs to be considered by the Amenities Committee.
- 4.2. It should be considered that the work being proposed will future proof, and so reduce costs, for any future refurbishment / replacement work of the play park.
- 4.3. This work needs to be completed urgently, as we have limited time to have the installation within the most clement weather, and prior to our upcoming annual ROSPA inspections.

### 5. FINANCIAL IMPLICATIONS

- 5.1. Based on six quotes received, via Contracts Finder, up to an additional £35,000 is required to complete this resurfacing work.

### 6. RECOMMENDATION

- 6.1. To consider and resolve upon whether to make an in-year request to F&P for (up to) an additional £35,000 from the Amenities Capital play park reserves.

Cleaned on 08/07/2023

Woosehill – Beside Doctor Surgery & Heron Park



Reading Road / Oxford Rd



Oxford Road





Mount Pleasant



St Pauls Gate / St Pauls Church



Magnolia Way/Barkham Road





Cleaned 10/07/2023

Woosehill Underpass



Rectory Road/Palmer School Road



#



Palmer School Road



London Rd/Oakingham Belle



A329M Roundabout/Flyover – Centre pillars le 'I' to taggers' pleasures





London Road



Betty's Barn Close – cabinets doors painted



Howard Palmer Gardens – Banner will not clean





Red Lion Path (to HPG)



Electricals Cabinet for HPG - Spray painted (by Fiona)



Cockpit Path Car Park to Howard / Langborough Road





Sturgess Road



Premier Inn



Finchampstead Rd/Denmark St/Wellington Rd



BP Garage Finchampstead Rd





Waterford Way



Wellington Rd



Shute End





Glebelands Rd / Milton Rd



Norreys Ave



Rose Street



Broad St / Bosphorous Barber





**Cleaned on 24/07/2023**

Woosehill – Chestnut Ave/Northway & Heron Park



Reading Road



St Pauls Gate



St Paul's Gate to St Paul's Church



Station industrial Estate Oxford Rd



Wellington Rd



Railway Station





Glebelands / Milton



Palmer School/Rectory



Rectory Road



London Road



South Place





Easthampstead Rd/West Car Park



Market Place



Broad St -Zizi and old Post Office



Woosehill – Linnet and Smith's Walk



**CC Infrastructure Services**

11 Old Forge Road  
 Ferndown Industrial Estate  
 Wimborne, Dorset, BH21 7RR

## Planned Works Record



Customer	WOKINGHAM TOWN COUNCIL - TOWN CENTRE (6263)	Resource	Ilidio Vieira
Contact	Fiona Sleaford	Assisted by	Agostinho Vieira
Address	Rectory Road Wokingham RG40 1BB	Job type	Planned Works
		Reference	6263
		Order number	AO142
		Date	10/07/2023 07:00 - 16:00
Billing address	Wokingham Town Council (6106) Town Hall, Market Place Wokingham RG49 1AS	Job duration	09:00:00
		Assistant Job duration	09:00:00
		Driving duration	04:23:44
		Distance travelled	91.8 mi

### Resource notes

Jobs up to number 6 complete.  
 job number 7 half of it complete







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**Planned Works Record**

Customer	WOKINGHAM TOWN COUNCIL - TOWN CENTRE (6263)	Resource	Ilidio Vieira
Contact	Fiona Sleaford	Assisted by	Agostinho Vieira
Address	Rectory Road Wokingham RG40 1BB	Job type	Planned Works
		Reference	6263-001
		Order number	AO142
Billing address	Wokingham Town Council (6106) Town Hall, Market Place Wokingham RG49 1AS	Date	13/07/2023 07:00 - 16:00
		Job duration	09:00:00
		Assistant Job duration	09:00:00
		Driving duration	04:27:10
		Distance travelled	102.3 mi

Resource notes

All jobs complete



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11 Old Forge Road  
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**CC Infrastructure Services**

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## CC Infrastructure Services

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**CC Infrastructure Services**

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**CC Infrastructure Services**

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**CC Infrastructure Services**

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Ferndown Industrial Estate  
Wimborne, Dorset, BH21 7RR

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Ref.	What	Where	Funding	Expected Cost	Principle	Notes
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**BUDGET UPLIFTS:**

1	New grounds maintenance contract	-	Ongoing	£15,000	Service, sustainability and distinctiveness	To maintain the current service provision. A requirement as new contract will start in April 2024. <b>Suggest to move to a 4-year contract</b> , to improve the cost/value.
2	Graffiti budget	-	Ongoing	£2,000	Service and distinctiveness	Would increase annual budget to £8,000,

**MARKET PLACE / MARKET:**

3	<b>New Budget Line:</b> Market Place parking permits	Market / Place	Ongoing	£1,050	Distinctiveness, inclusivity, service and sustainability	A requirement brought about due to changes to Wokingham Borough Council's operations. Supporting WTC's vehicles and contractors on site, hirers (including wedding cars), new and occasional market traders, allowing expansion of provision on the market, without disadvantaging these traders
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**PARKS:**

4	<b>New Budget Line:</b> Park Yoga	HPG	Ongoing	£1,400	Financial accessibility - health, fitness, and wellbeing	<b>(As per RESOLUTION 30585 / 23 Feb 23)</b> 2,056 attendees for the 2022 season of 20 weeks, with an average 103 per week, increased this 2023 season
5	Second footpath in Leslie Sears	LS	One off	£20,400	Inclusivity, service and sustainability	Community resident requests - Linking Viking Field footpath to the Crail Close footpath

**PLAY PARKS:**

6	<b>Reserves Request:</b> Refurbishment/replacement of aged and defective equipment	JP / LS	One off	up to £40,000	Distinctiveness, inclusivity, service and sustainability	Request to release money from the play park <b>reserves</b>
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**BUILDINGS:**

7	Defibrillator within the town hall	Town Hall	One off	£1,200 (indoor) £3,000 (outdoor)	Inclusivity and service	Safety for staff, contractors and service users
8	Fire alarm upgrade	Woosehill	One off	£1,000	Service	Safety issue resolution and asset protection

**ALLOTMENTS:**

9	Waterless toilet cleaning	Allotments	Ongoing	up to £8000	Service	For health, safety, and hygiene of allotment users
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**Total** **£51,850** plus the reserves request



# Wokingham Town Council

## Amenities Officer's Report 03/2023-24

<b>To:</b>	<b>Amenities Committee</b>
<b>Date:</b>	01st September 2023
<b>Council Principle:</b>	<b>Service, Inclusivity, Distinctiveness &amp; Sustainability</b>
<b>Amenities Service Area:</b>	<b>Parks and Playing Fields</b>
<b>Subject:</b>	Local Green Space Nominations

### 1. REASON FOR REPORT

- 1.1. To inform Councillors of notification from Wokingham Borough Council (WBC) that, as the landowner, an area of green space within your ownership has been nominated as being suitable for designation as a Local Green Space (LGS).

### 2. BACKGROUND INFORMATION

- 2.1. Nominations relate to WTC owned parks, playing fields and land, as below with reference:
- Howard Palmer Gardens (LGS002)
  - Langborough Recreation Ground (LGS003)
  - King George V playing field (LGS005)
  - Joel Park & Holt Copse (LGS010a)
  - Land north of Jubilee Avenue (adjacent to Joel Park) (LGS010b)
  - Redlands Farm Park (LGS032)
  - Leslie Sears playing field (LGS033)

### 3. SUPPORTING EVIDENCE

- 3.1. The letter as received by the Town Clerk (one site's copy attached).
- 3.2. Maps as submitted by WBC for each of the above locations (copies attached).
- 3.3. There are over 120 nominated local green spaces, including many within WTC's wards.
- 3.4. Elms Field (LGS001) and Viking Field (LGS036) are nominated, under WBC's ownership, along with other 'destination parks' managed by WBC, including Dinton Pastures and California Country Park.

### 4. CONSIDERATION

- 4.1. This designation would give these spaces the same level of protection as afforded to greenbelt land under the National Planning Policy Framework (NPPF). It should be noted that any future plans for the site would be subject to planning regulations (such as the NPPF), which in themselves, are subject to regular revision.
- 4.2. WTC has no plans to allow any work to be undertaken on these spaces that does not fit with the current, ongoing, management plan.
- 4.3. Information provided by WBC, regarding this LGS designation, considers it is unlikely to cause problems for the management and maintaining of these spaces, as we already do, for example refurbishing playgrounds etc. Planning approval for proposals within the existing designated use of the land, appear to be feasible within existing planning constraints.

- 4.4. The final decision on inclusion of green spaces is part of the Local Plan Update process, determined by an independent examination of the borough's submitted plan, so objecting to the designation may have no impact on the outcome.
- 4.5. Objecting to inclusion in the LPU as a green space may create a negative perception for residents; as although this designation may tie WTC's hands in the future or restrict the ability to complete legitimate work within WTC spaces, it could be hard to promote this message to residents without appearing to have an ulterior motive.

## **5. FINANCIAL IMPLICATIONS**

- 5.1. No current implication.

## **6. RECOMMENDATION**

- 6.1. For Councillors to be made aware, as this relates to land under the town council's ownership and management.

Email: [Ben.Davis@wokingham.gov.uk](mailto:Ben.Davis@wokingham.gov.uk)  
Date: 28 July 2023  
My ref: Local Green Space nominations  
Your ref: -  
File ref: LGS letter to landowners



**WOKINGHAM  
BOROUGH COUNCIL**

Via email only  
[jnowecki@wokingham-tc.gov.uk](mailto:jnowecki@wokingham-tc.gov.uk)

Dear Clerk,

**SUBJECT: LOCAL GREEN SPACE NOMINATIONS**

I am writing to you as a landowner of an area that has been nominated to the council as suitable for designation as Local Green Space. A map showing the nominated land (ref LGS002) is attached in Appendix 1.

Land registry data shows that you own all or part of the nominated land. However, it would be helpful if you could confirm that this is still the case.

For information, we previously identified and wrote to the landowners in May 2021. Comments have been recorded and taken into account in our assessment process, and therefore it is not necessary for you to resubmit those comments.

However, should you wish to make any further comments to assist in our assessment process, further details on how you can do this are set out in the 'What are the next steps' section of this letter below.

What is a Local Green Space?

The designation of Local Green Space is a way for a community to identify green areas that are of particular importance to them and protect them from inappropriate development.

Those areas considered suitable will be proposed for designation in the council's new local plan – the document which sets out how development will be managed. The government's planning policies set out in the National Planning Policy Framework (NPPF) requires Local Green Spaces to be considered similarly to the Green Belt.

This means that development would only be allowed for defined uses and other forms of development would be deemed inappropriate and would not be approved except in very special circumstances.

What does nomination mean?

Nomination means that the green areas have been identified by the parish/town council, or another group or person as being of particular importance to the local community and as such they wish the council to consider designating the land as a Local Green Space.



What are the rules governing Local Green Space?

Local Green Space designations is intended to be used to protect areas of particular importance and will not therefore be appropriate in all cases. The NPPF states that Local Green Space designations should only be used:

- where the green space is in reasonably close proximity to the community it serves;
- where the green area is demonstrably special to a local community and holds a particular local significance, for example because of its beauty, historic significance, recreational value (including as a playing field), tranquillity or richness of its wildlife; and
- where the green area concerned is local in character and is not an extensive tract of land.

Land does not need to be in public ownership or have public access to be potentially suitable. Designation does not convey any access rights.

Additional advice is set out in the national Planning Practice Guide (PPG) "Open space, sports and recreation facilities, public rights of way and local green space". Links to the NPPF and PPG are provided below for your convenience.

NPPF <https://www.gov.uk/guidance/national-planning-policy-framework>

PPG <https://www.gov.uk/guidance/open-space-sports-and-recreation-facilities-public-rights-of-way-and-local-green-space>

What are the next steps?

We would be grateful to receive any further comments you wish to make on the suitability of the land by Friday 25 August 2023.

Please email your comments to [LPU@wokingham.gov.uk](mailto:LPU@wokingham.gov.uk) or send them to us by post to the following address:

The Growth and Delivery Team  
Wokingham Borough Council  
Shute End  
Wokingham,  
Berkshire  
RG40 1BN

Following the opportunity to comment, we will carefully consider the suitability of the land.

A future recommendation will be made as part of approving the next consultation on the local plan, likely to be towards the end of the year. Our assessment will be published at this time as part of the consultation.

Please do get in touch if you have any questions.

Yours sincerely,

*Ian Bellinger*

Ian Bellinger  
Head of Planning Policy  
Place and Growth

Appendix 1: Map of nominated green area

Howard Palmer Gardens, Cockpit Path, Wokingham





Appendix 1: Map of nominated green area

Langborough Recreation Ground, Gipsy Lane, Wokingham





Appendix 1: Map of nominated green area

King George V playing field, Goodchild Road, Wokingham





Appendix 1: Map of nominated green area

Joel Park and Holt Copse, Holt Lane, Wokingham





Appendix 1: Map of nominated green area

Land north of Jubilee Avenue, Holt Lane, Wokingham





Appendix 1: Map of nominated green area

Redlands Farm Park, Evendons Lane, Wokingham





Appendix 1: Map of nominated green area

Leslie Sears playing field, Reeves Way, Wokingham



## Wokingham Town Council Strategic Principles 2019-2023

**Distinctiveness**

Wokingham Town is proud of its distinctive nature as a modern market town with an ancient heritage

**Inclusivity**

Wokingham Town will be welcoming to all

**Service**

All residents of Wokingham Town deserve high quality services

**Sustainability**

Wokingham Town will aim to be a sustainable community

While not exclusively, the prime contribution of the Amenities Committee is towards the sustainability principle

• **Amenities**• **Grounds & Bloom**• **Buildings & Market**• **Allotments**

Ref	Date Active	Item for Action	Action by	Proposed Completion Date	Status Previous Progress Progress Update
174	30.05/23	Defibrillator for community use at Woosehill Community Hall	AO / BMO	End June 2023 End Sept 2023	FY23-24 Budget: £3,000 Defibrillator and external heated cabinet purchased Full installation was to be complete on 23 May 2023, then 25 July 2023 Replacement clip required, now expected to be installed in September 2023

**Wokingham Town Council's vision:**

To encourage the life and vibrancy of Wokingham Town for its existing and future residents, and businesses.







