

# WOKINGHAM TOWN COUNCIL



**Mr K J Abnett**  
**Town Clerk**

**Town Hall**  
**Market Place**  
**WOKINGHAM**  
**Berkshire**  
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21st December 2007

Dear Councillor

You are hereby summoned to attend a meeting of the **AMENITIES COMMITTEE** in the **COUNCIL CHAMBER, TOWN HALL, WOKINGHAM** on **TUESDAY 8th January 2008** at **7.30pm** for the purpose of resolving upon the subjects and matters set out in the Agenda hereunder.

Yours sincerely

K J Abnett  
**Town Clerk**

Contact Officer – Hilary Bamberger (Direct Line 0118 974 0886)

## AGENDA

1. **APOLOGIES FOR ABSENCE**  
To receive any apologies for absence.
2. **MEMBERS INTERESTS**  
To receive any declaration of interests from Members on the business about to be transacted.
3. **PUBLIC QUESTION TIME**  
The Chairman to answer any questions raised by the public.
4. **MINUTES OF THE PREVIOUS MEETINGS**  
To receive and confirm as a true and correct record the Minutes of the Amenities Committee meeting held on 13 November 2007 (pages 12469 to 12475 copy attached).  
***PLEASE NOTE AGENDA ITEMS 5, 8, 13 & 16 ii) iii) iv) ARE OUTSTANDING AGENDA ITEMS FROM THE AMENITIES MEETING – 13 NOVEMBER 2007***
5. **MARKET WORKING PARTY**  
To receive a report (published version 4/7/07) from the Chairman of the Market Working Party outlining progress to date (copy attached)
6. **MARKET AREA REFURBISHMENT WORKING PARTY**  
To receive a report and recommendations from the Market Area Refurbishment Working Party 1/2007 dated 7<sup>th</sup> December 2007 (copy attached)
7. **MARKET PLACE REDEVELOPMENT**  
To receive and consider a letter from Compton Lacey as received 8<sup>th</sup> November 2007 with a view of increasing the budget by £5,000 - budget line 4301/120 (copy attached)

- 8. WORKING PARTIES – FORMATION AND RUNNING**  
To receive and consider a report from the Town Clerk 19/2007 dated 23 October 2007 on the correct procedures for the setting up and functioning of working parties (copy attached)
- 9. MARKETING WORKING PARTY**  
To receive notes from the Town Clerk on the Marketing Working Party held on 12<sup>th</sup> November 2007 with regards to the progress of the marketing working party for the Town Hall, Woosehill Community Hall and other matters (copy attached)
- 10. SKATEPARK AT ST CRISPINS LEISURE CENTRE**  
i) To receive and consider an email dated 14 December 2007 from Kate McKnight (Operations Director) with regards to the possible non-renewal of the lease at the Skatepark at St Crispins Leisure Centre due April 2008 (copy attached)  
ii) To receive and note a letter dated 7<sup>th</sup> December 2007 from Clifton Ingram Solicitors confirming the Town Council's scope of responsibility (copy attached)
- 11. ALLOCATION OF \$106 MONIES FOR ALLOTMENTS**  
To consider the requirement of land for allotments in the Norreys area.
- 12. REFUND POLICY FOR ALLOTMENT HOLDERS**  
To receive and consider a report 13/2007 dated 5<sup>th</sup> December 2007 from the Amenities Officer requesting an agreement to include a refund policy in the Allotment Tenancy Agreement (copy attached and copy of current tenancy agreement attached).
- 13. WOOSEHILL COMMUNITY HALL**  
To receive a report 12/2007 dated 22 October 2007 from the Buildings & Grounds Officer with regards to the security arrangements at Woosehill Community Hall (Copy attached)
- 14. EMAIL FROM CAFFE NERO, WOKINGHAM**  
To receive and consider an email from Mr Matt Bird, Caffe Nero dated 5 December 2007 complaining about pigeons perching on the Town Council's catenary wires across Peach Street (copy attached)
- 15. OUTSTANDING MATTERS**  
To receive and consider the Outstanding Matters Reports:  
i) Parks Outstanding Matters Report January 2008 (copy attached)  
ii) Amenities Outstanding Matters Report dated January 2008 (copy attached)
- 16. INFORMATION TO BE RECEIVED**  
i) A report from the Buildings & Grounds Officer for work completed August 2007 – December 2007 (copy attached)  
ii) A copy of the resolution passed at the Planning & Transportation Meeting of 10<sup>th</sup> September 2007 with regards to the possibility of pedestrianisation of Denmark Street on Saturdays only (copy attached) and the response from Wokingham Borough Council (copy attached). This matter is being dealt with by the P&T Committee/Town Centre Manager.  
iii) Copy of the warning letter and Notice to Quit letter sent to allotment holders (copy attached)  
iv) Copy of the Newsletter sent to allotment holders with their yearly invoice (copy attached)
- 17. URGENT BUSINESS**  
Any items which the Chairman decides are urgent

**To: Amenities Committee**

Cllrs: Mrs L Barnes, Mrs B W Bench, D Carver, Mrs C C Chessell, C W Facey, P A Houldsworth, Mrs E M L Hudson, P M Lucey, Miss K Miller, S Odedra and B J Willis

**Backing Papers:** Cllr: Mrs D M King

*'In order to comply with the Data Protection Act 1998, all persons attending this meeting are hereby notified that this meeting is being tape-recorded. The purpose of taping is that recordings act as an aide-memoire to assist the clerk in the compilation of minutes. The tapes are held in a secure location and overwritten once it has been resolved that the minutes are a true and correct record'*