

# WOKINGHAM TOWN COUNCIL



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Mr K J Abnett  
Town Clerk

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25<sup>th</sup> June 2008

Dear Councillor

You are hereby summoned to attend a meeting of the **AMENITIES COMMITTEE** at **HOWARD PALMER GARDENS (Park Inspection)** on **TUESDAY 1<sup>st</sup> JULY 2008 at 7.00pm** and to **continue at 7.30pm** in the **MAIN HALL**, in the **TOWN HALL, WOKINGHAM** 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, Amenities Officer (Direct Line 0118 974 0886)

## AGENDA

- 1. APOLOGIES FOR ABSENCE**  
To receive 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. PARK INSPECTION OF HOWARD PALMER GARDENS**  
To receive for information only, copy of the Inspection of Howard Palmer Garden 3 July 2007 (pages 12371 to 12372, copy attached)

Amenities meeting to continue in the Council Chamber after completion of park inspection.

## 5. MINUTES OF PREVIOUS MEETINGS

- i) **27 May 2008**  
To receive and confirm as a true and correct record the Minutes of the Amenities Committee meeting held on 27 May 2008 (pages 12614 to 12628 copy attached).
- ii) **2 June 2008 – Joel Park & Holt Copse**  
To receive and confirm as a true and correct record the Minutes of the Parks Inspection held on 2 June 2008 (pages 12629 to 12630 copy attached).
- iii) **9 June 2008 – Lesley Sears, Viking Field and Redlands Farm Park**  
To receive and confirm as a true and correct record the Minutes of the Parks Inspection held on 9 June 2008 (pages 12636 to 12638 copy attached).
- iv) **12 June 2008 – King George V, Langborough Recreation Ground and Gipsy Lane Allotments**  
To receive and confirm as a true and correct record the Minutes of the Parks Inspection held on 12 June 2008 (page 12653 copy attached).
- v) **17 June 2008 – Allotments**  
To receive and confirm as a true and correct record the Minutes of the Allotments Inspection held on 17 June 2008 (pages 12654 to 12655 copy attached)

## 6. OUTSTANDING MATTERS REPORTS JUNE 2008

- i) To receive and consider the Parks Outstanding Matters Report dated June 2008 from the Amenities Officer (copy attached)
- ii) To receive and consider the Amenities Outstanding Matters Report dated June 2008 from the Amenities Officer (copy attached)

## 7. WORKING PARTIES & SUB COMMITTEES

To consider membership of the following:

- i) Christmas Lights Sub Committee (current: Cllrs: Mrs B W Bench, Mrs C C Chessell, Mrs E M L Hudson & B J Willis)
- ii) Market Working Party (current: Cllrs Mrs B W Bench, C W Facey, D G Lee, P M Lucey & B J Willis)
- iii) Woosehill Community Hall Working Party: (current: Cllrs Mrs B W Bench, Mrs C C Chessell, Mrs E M L Hudson, C P Hudson & L T Gordon-Walker)
- iv) Parks Working Party (current Cllrs Mrs L Barnes, Mrs C C Chessell & D Carver)
- v) Marketing Working Party (current: Town Clerk, Planning & Transportation Officer, Town Centre Manager & Buildings & Grounds Officer)

## 8. JOEL PARK PLAY AREA – REPLACEMENT OF PLAY EQUIPMENT

To receive and consider the following matters which were deferred from the 27 May 2008 Amenities Meeting, items a) to g)

- a) Notes of the Parks Working Party (PWP) meeting held on 8<sup>th</sup> May 2008 (copy attached)
- b) A letter dated 16<sup>th</sup> May 2008 from Cllr L Barnes, chairman of the PWP supporting the recommendation from the PWP (copy attached).

- c) The Amenities Officer's report 14/2008 dated 14 May 2008 seeking a recommendation to proceed with the installation of a teenage-based activity area and the results of the Parks Consultation questionnaire (copy attached).
- d) The Amenities Officer's report 12/2008 dated 9<sup>th</sup> May 2008 with a recommendation on awarding of the groundworks contract (copy attached).
- e) The Amenities Officer's report 13/2008 dated 9<sup>th</sup> May 2008 to accept the Parks Working Party's recommendation on Proludic's design and bill of quantity and to go out to tender for the installation of this design (copy to be displayed)
- f) To consider calling an extra-ordinary meeting of the Amenities Committee on Monday 16<sup>th</sup> June 2008 to receive the Amenities Officer's report with a recommendation on awarding the installation contract.
- g) To receive an email dated 16 March 2008 from Mr Davis with regards to concerns of locating a teenage facility in Joel Park (copy attached)

**9. JOEL PARK PLAY AREA REFURBISHMENT**

To receive and consider the following emails with regards to Wokingham Borough Council (WBC) plans for their local play areas.

- a) Email dated 4<sup>th</sup> June 2008 from Angie Gibson on behalf of Place & Neighbourhood Services Dept (copy attached)
- b) Email dated 16<sup>th</sup> June 2008 from Nigel Shaw, Head of Youth Service at WBC (copy attached) and email from Beverley Thompson, Sports Development Manager at WBC (copy attached)
- c) [To receive and consider notes of the Parks Working Party meeting on 25<sup>th</sup> June 2008 with Wokingham Borough Council representatives \(copy attached\)](#)

**10. PLAY AREA SAFETY INSPECTION REPORT**

To receive a report from ROSPA (The Royal Society for the Prevention of Accidents) dated 29<sup>th</sup> April 2008 on the play equipment at Joel Park, Leslie Sears Playing Field, Langborough Recreation Ground and King George V (copy attached).

**11. TOWN HALL DEVELOPMENT**

To receive the transfer of the rolling programme of medium/long term projects from the Town Hall Development Committee namely:

- a) Moving the Information Centre – originally scheduled for the financial year 2008/2009
- b) External illumination of the Town Hall as part of the market refurbishment – originally scheduled for the financial year 2009/2010
- c) New Mayoral Boards in the Council Chamber – originally scheduled for the financial year 2010/2011

**12. SUNNY SATURDAYS 2008**

To note that the following councillors have agreed to 'meet and greet':

5 July	Performance delayed to 6 September 2008
12 July	Cllr B J Willis
19 July	Cllr C C Chessell
26 July	Cllr P A Houldsworth
2 August	Cllr R Smith
9 August	No Volunteer
16 August	Cllr B J Willis
23 August	Cllr B J Willis
30 August	No Volunteer
6 September	Cllr B J Willis

- 13. ALLOTMENT RENTAL CHARGES**  
To consider an increase in the charges for allotment rental with effect from 29th Sept 2008 due to the increased costs of grass cutting at the allotments. (copy of current charges attached)
- 14. CHRISTMAS LIGHTS SUB COMMITTEE 2008-2009**  
To consider the delegation of responsibility for the Christmas Lighting Budget 2008-2009 to the Christmas Lights Sub Committee (copy relevant budget pages attached)
- 15. CHRISTMAS LIGHTS 2008/2009**  
To receive and consider a report 17/2008 dated 24<sup>th</sup> June 2008 from the Amenities Officer outlining purchases and work which the Christmas Lights Sub Committee wish to undertake for 2008/2009 (copy attached)
- 16. BUDGET REPORT 2008/2009**  
To receive and consider budget reports for the first quarter of the financial year 2008/2009 (copy attached)
- 17. SECTION 106**  
To consider any project(s) under the remit of the Committee that may be suitable for Section 106 funding.
- 18. CUB SCOUT COMMUNITY DAY**  
To receive and consider an email dated 25<sup>th</sup> June 2008 from Mr Paul Lawrence, representing a local Cub Scout Group, with regards to a Community Day project for October 2008 (copy attached)
- 19. INFORMATION TO BE RECEIVED**  
To receive a document outlining the powers in place for the police under the implementation of an Alcohol Designation Order (copy attached)
- 20. URGENT BUSINESS**

**To: Amenities Committee**

Cllrs: L Barnes, B W Bench, D Carver, C C Chessell, P A Houldsworth, C P Hudson, E M L Hudson, K Miller, S Odedra, R Smith & B J Willis

**Backing Papers:** Cllrs: D M King, J P Mirfin & H D Miller

*'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'.*