

AMENITIES & LEISURE COMMITTEE

Minutes of a meeting of the Amenities & Leisure Committee held in the Council Chamber at the Council Offices, Radstock Lane, Earley, Reading on Wednesday 26th October 2016 which commenced at 7.45pm

Present

Chairman - Councillor Mrs L Chambers

Councillors Miss L Blumenthal, Dr N Brock, T Chambers, Mrs M De Jong, Mrs S Matthews and Miss J Rance JP.

An apology for absence was received from Councillor D Chopping (alternative meeting).

33. MINUTES OF PREVIOUS MEETING

Minutes of the meeting held on 7th September 2016 were approved as a true and correct record and signed by the Chairman.

34. FINANCIAL INFORMATION

The Committee noted details of the financial transactions for this Committee for the three months to 30th September 2016, a copy of which is attached to these Minutes for the information of Members.

35. ESTIMATES

Consideration was given to whether there were any major projects which this Committee would wish to undertake in the 2017/2018 financial year, so that the Town Clerk could ensure that adequate provision was made in the Estimates for that period and, also, future projects for the following financial year, as part of the three year financial planning scheme.

RESOLVED that provision be made in the 2017/18 Draft Capital Budget for the following items:-

Maiden Place Community Centre	-	Replacement Conference Chairs
	-	Childproof garden fence
Radstock Lane Community Centre	-	Toilet Refurbishment
Centrepont C&Y Centre	-	Toilet Refurbishment
Silverdale C&Y Centre	-	Flat roof refurbishment
	-	Boiler provision
	-	Further cladding to the side and back
Culver Lane Allotments	-	Path upgrade
Cemetery	-	Access road re-surfacing
	-	Signage
BMX Track	-	Refurbishment
Meadow Park	-	Play Equipment
	-	Safety Surface
Sol Joel Park	-	Replacement equipment

36. COMMUNITY & YOUTH CENTRES

36.1 Community & Youth Working Group

RESOLVED that the press and public be excluded from the meeting during discussion of the contents of a confidential report from the Community & Youth Working Group previously circulated.

36.2 Maiden Place Community Centre

36.2.1 Kilnsea Pre School

Councillors were asked to consider the request from the Kilnsea Pre School for rent relief due to low enrolment numbers and, in view of the subject matter, it was

RESOLVED that the press and public be excluded from the meeting during discussion of this item.

36.3 Radstock Community Centre

36.3.1 Christmas Market

Councillors noted that, following contact with the new Earley Radstock Social Club Committee, Council Officers have organised jointly with the Social Club to hold a pre-Christmas Market at the Community Centre on 19th and 20th November.

The aim of the event is to jointly promote the facilities at the Community Centre to the mutual benefit of both the Town Council and the Social Club.

37. FEES & CHARGES REVIEW

37.1 Current Charges

Consideration was given to necessary amendments to the fees and charges for 2017/18 as follows:

37.1.1 Hall Hire Fees

RECOMMENDED that the hall hire fees be increased by 1% rounded to the nearest £0.10.

37.1.2 Burial Fees

The Town Clerk advised that following comparison of charges with other cemeteries, the fees charged were considered to be detrimentally low especially in respect of burials for individuals who were not residents of Earley or Woodley. It was also suggested that fees for Exclusive Right of Burial be charged separately from Burial or Cremated Remains/Foetal Remains charges in line with other cemeteries. In view of this it was

RECOMMENDED

1. that the burial fees for those not resident in Earley or Woodley be increased by 17.3% rounded to the nearest £0.50.
2. that the burial fees for those resident in Earley and Woodley be increased by 10% rounded to the nearest £0.50.
3. that fees for transfer of Exclusive Right of Burial be charged separately from Burial and Cremated Remains/Foetal Remains at a cost of £50.00.

4. that the fee for Exclusive Right of Burial be increased to £150 and charged as a separate item.

37.1.3 Allotment Fees:

Members were reminded that allotment rental was paid annually at the beginning of the calendar year and therefore these charges would apply in January 2018. It was

RECOMMENDED that the differentials between existing tenants and new tenants be reduced and the allotment fees be increased as outlined below:

Existing Tenants

4 Pole Plot	-	£31.00
6 Pole Plot	-	£45.00
8 Pole Plot	-	£52.00

New Tenants

4 Pole Plot	-	£34.00
6 Pole Plot	-	£45.00
8 Pole Plot	-	£52.00

37.1.4 Fishing Permit Fees

RECOMMENDED that the fishing permit fees be increased by 1% rounded to the nearest £0.50 above.

37.1.5 Sports & Skate Park Fees

Members noted that, because no flood lighting had been installed, there had been no exclusive use bookings to date.

RECOMMENDED that there be no increase in the sports and skate park fees for 2017/18.

37.1.6 Sports Pitch Fees

RECOMMENDED that the Sports Pitch fees be increased by 2% rounded to the nearest £0.50.

37.2 Late Payment of Hall Hire Fees

Councillors noted that a small number of hirers of Community Centre facilities consistently paid late and this necessitated reminders and chasers for the outstanding payments. As this incurred Town Council staff time and expense to ensure that the payments were made, it was requested that Councillors considered an amendment to the Terms and Conditions of Hire for all of the Council Centres to incorporate a penalty where non-payment of hire fees necessitated further steps to ensure payment. It was

RESOLVED that the Terms and Conditions of Hire be amended to state that the Council reserves the right to charge a fee of £10.00 per communication where a hirer has failed to pay an invoice within the time specified.

38. **CULVER LANE ALLOTMENTS**

38.1 Best Allotment Competiton 2016

The Town Clerk reported that the Working Party had met on site several times during the year to decide the winner of the Best Allotment and Most Improved Allotment Competitions 2016.

Councillors were asked to receive details of the recipients of the Awards in 2016 and noted that the winners would be invited to the Mayor's Christmas Reception on 12th December.

The winners were as follows:

Best Allotment – Plot 49

Most Improved Allotment – Plot 24

The Working Party also wished to recognise those plot holders who had been relocated due to the mareetail invasion and had worked hard to establish their relocated plots.

These were:

Plot 35 (previously Plot 5)

Plot 42A (Previously Plot 8)

Plot 60 (Previously Plot 6)

Plot 11 (Previously Plot 9)

39. SOL JOEL PARK

39.1 Provision of Closed Circuit Television

Following the adoption of the recommendation at Minute 25 by the Full Council on Wednesday 19th October, Councillors considered proposals for the installation of closed circuit television at Sol Joel Park to enhance the existing coverage.

The Town Clerk reported that the new system would provide a better quality picture which could be used to secure prosecutions and that the Council had received Police backing for the installation of a real rather than 'dummy' system. There would be a positive effect with regard to insurance and improve the likelihood of payment for any future claims preventing increases in premium.

The Town Clerk highlighted that there was a requirement under financial standing orders to obtain competitive quotes, and following discussion. It was

RESOLVED that the Town Clerk would pursue further quotations and provide the information at a future meeting.

40. LAUREL PARK

40.1 Potential Transfer from Wokingham Borough Council to Earley Town Council

Further to Minute 27.1, where it was resolved that the costs involved in the upgrading and future maintenance of the football pitches and surrounding areas be investigated, the Town Clerk reported that following his meeting with the Wokingham Borough Executive Member for Planning, Regeneration and Communities, the Borough Councillor had reported that there was scope within the Heads of Terms framework model to incorporate a longer transitional payment period over and above the five years that was indicated.

The Town Clerk considered that the original figures which had previously been presented to the Committee included the maintenance and ongoing refurbishment of the park and football pitches. However, the Borough's remedial work to the football pitches had not been undertaken over the summer period and the figures would now need to include an element to upgrade these pitches and to obtain additional equipment.

The Town Clerk reported that he would be holding a meeting with the Borough Service Manager, Cleaner and Greener Services to discuss the framework model alternatives and the likely outcomes and updated figures would be presented to the Committee in due course.

41. **REDHATCH COPSE**

The Committee received a verbal update from the Senior Park Ranger.

It was noted that further to Minute 28, some progress on the Management Plan was evident and if work continued it was expected to be complete within two weeks. Work to the footpaths was underway and the kissing gate arrangements at both ends of the fence had now been altered to accommodate wheelchair access. The Council had presented a quote to carry out two items of work on the Management Plan and had received confirmation that these could proceed.

Officers would continue to monitor the situation and put pressure on Wokingham Borough Council and the contractor where appropriate.

42. **FINANCIAL REVIEW**

42.1 **Maiden Erlegh Local Nature Reserve**

This item forms part of the ongoing review of amenities previously agreed by the Committee. The Income and Expenditure for the Nature Reserve is as follows:

INCOME

Item	Est. 15/16	Act. 15/16	Est. 16/17	Act. to 30/09/16
	£	£	£	£
Day Permits	180.00	136.25	100.00	108.33
Green Fair	225.00	112.50	225.00	489.00
Miscellaneous	0.00	1607.73	0.00	795.34
Angling Contests	60.00	0.00	60.00	59.00
Annual Fish Permits	2000.00	2143.86	2,095.00	1,467.15
Interpretation Centre Hire:	200.00	422.58	520.00	156.60
TOTALS:	2,665.00	4,422.92	3,000.00	3,075.42

EXPENDITURE

Item	Est. 15/16	Act. 15/16	Est. 16/17	Act. to 30/09/16
	£	£	£	£
Maintenance	5,000.00	3,010.01	5,000.00	1,003.98
Wages	54,000.00	55,750.00	55,070.00	25,712.60
Bailiff Honoraria	480.00	200.00	480.00	50.00
Staff/Bailiff Training	240.00	120.00	200.00	144.53
Tools	920.00	1,970.45	920.00	693.51
Tools Maintenance	920.00	696.95	920.00	519.27
Supplies	900.00	870.71	900.00	551.93
PRS Mobile Phone	220.00	219.96	224.00	112.02
PG Mobile Phone	145.00	144.96	148.00	72.85
WB Mobile Phones	110.00	110.04	112.00	58.98
Pest Control	620.00	482.00	500.00	321.33
Sundries	25.00	5.09	25.00	0.00

Anglers' Contests	185.00	248.27	185.00	248.78
Boat/Repairs	100.00	91.58	100.00	0.00
Water Quality	150.00	108.00	150.00	100.00
Conservation Volunteers	220.00	108.71	220.00	60.30
Engineers' Fees	700.00	1,264.65	700.00	0.00
Animal/Bird Welfare	70.00	15.00	70.00	0.00
Green Fair	140.00	4.10	125.00	74.58
TOTAL:	65,145.00	65,420.48	66,049.00	29,724.66

TOTALS:

Net Reserve Expenditure	62,480.00	60,997.56	63,049.00	26,649.24
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Members noted that the net expenditure for 2015/16 was 97.63% of budget and this year's net spending to date was 42.27% of budget after 6 months.

Furthermore, £1,500.00 was spent out of the capital budget on improvements to pathways at the Nature Reserve in 2014/15 and £1,500 is in the current year's budget.

43. PUBLICATIONS

The Committee noted that the following items had been received and were available for viewing in the Council Chamber.

NAMM:	News – September/October 2016
Institute of Cemetery & Crematorium Management:	Annual General Meeting 2016. Summary Financial Statement to 31 March 2016

44. PRESS RELEASES

It was

RESOLVED that further information regarding the Radstock Christmas Market on 19th and 20th November 2016 should receive special press attention.

45. TERMINATION OF MEETING

The meeting was declared closed by the Chairman at 10.10pm.