

## 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 1<sup>st</sup> November 2017 which commenced at 7.45pm

### Present

Chairman - Councillor Mrs L Chambers

Councillors Dr N Brock, T Chambers, D Chopping, Mrs M De Jong, Ms P Dunn, M Firmager, Mrs S Matthews, B Wedge

In attendance Councillor G Grandison

Apologies were received from Councillor Miss L Blumenthal

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### **39. MINUTES OF PREVIOUS MEETING**

Minutes of the meeting held on 6<sup>th</sup> September 2017 were approved as a true record and signed by the Chairman.

### **40. FINANCIAL INFORMATION**

Councillors noted details of the financial transactions for this Committee for the three months to 30<sup>th</sup> September 2017, a copy of which is attached to these Minutes for the information of Members.

Councillors further noted that some items under “maintenance” were likely to be reallocated to capital expenditure.

### **41. ESTIMATES**

Consideration was given to whether there were any major projects which this Committee would wish to undertake in the 2018/2019 financial year, so that the Town Clerk could ensure that adequate provision was made in the Estimates for that period. Further, to consider future projects for the following financial year, as part of the three year financial planning.

**RESOLVED** that provision be made in the 2018/19 Draft Capital Budget for the following items:-

Sol Joel Park	- Ransome Batwing
	- Quadraplay
Maiden Erlegh Lake Nature Reserve	- Tractor Mounted Saw
	- Wood Chipper
Meadow Park	- Play Equipment
Maintenance	- Small Transit Van
Maiden Place Community Centre	- Replacement Windows
Silverdale Centre	- Flooring

### **42. LAUREL PARK**

#### **42.1 Potential Transfer from Wokingham Borough Council to Earley Town Council**

Members were advised of a meeting of the Town Clerk and Officers from Wokingham Borough Council held on 5<sup>th</sup> October, the meeting had also been attended by the Executive Member for Business and Economic Development and Regeneration. In view of the subject matter, it was

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

42.2 Community Orchard

Councillors noted the report on the Laurel Park Community Orchard previously attached.

43. **REDHATCH COPSE**

The Deputy Town Clerk gave a report updating Councillors on most recent developments. It was noted that Wokingham Borough Council had served a Breach of Condition Notice on Persimmon Homes on 1<sup>st</sup> November 2017 which identified that detailed planting plans were below specification and that the swales had not been completed as indicated. Compliance was to take place on or before 31<sup>st</sup> March 2018.

The Deputy Town Clerk reported that a meeting was due to be held on 10<sup>th</sup> November 2017 with Borough Officers to discuss the details within the transfer plan.

44. **COMMUNITY & YOUTH CENTRES**

44.1 Radstock Lane Community Centre

44.1.1 Christmas Market

Councillors were advised that, Council Officers had organised jointly with the Radstock Social Club to hold a pre-Christmas Market at the Community Centre on 18<sup>th</sup> and 19<sup>th</sup> November.

The aim of this event was to jointly promote the facilities at the Community Centre to the mutual benefit of both the Town Council and the Social Club. All Councillors were invited to attend the event.

45. **CULVER LANE ALLOTMENTS**

45.1 Best Allotment Competition 2017

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 2017. Councillors reported several very good allotments which would be highly commended and it was noted that a final decision would be taken by members of the working party following further discussion.

46. **MAYS LANE BURIAL GROUND**

**RESOLVED** that in view of the specific content, the press and public be excluded from the meeting during discussion of this item.

47. **FEES & CHARGES REVIEW**

47.1 Current Charges

Consideration was given to any necessary amendments to the fees and charges for 2018/19 as follows:

47.1.1 Hall Hire Fees

**RECOMMENDED** that the hall hire fees be increased by 3% and rounded to the nearest £0.50.

#### 47.1.2 Burial Fees

The Deputy Town Clerk advised that following the comparison of charges with other cemeteries undertaken last year, the fees charged were still considered to be detrimentally low especially in respect of burials for individuals who were not residents of Earley or Woodley. It was suggested that fees for Cremated Remains/Foetal Remains be adjusted to allow for a reduced fee for foetal and child remains in line with other cemeteries. In view of this it was

**RECOMMENDED**

1. that the burial fees for residents in Earley be increased by 3% rounded up to the nearest £1.00.
2. that the burial fees for residents in Woodley be increased by 5% rounded up to the nearest £1.00.
3. that the burial fees for residents in other areas be increased by 7% rounded up to the nearest £1.00.
4. that fees for Cremated Remains/Foetal Remains be adjusted to include a reduced fee for foetal and child remains.

#### 47.1.3 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 2019. It was

**RECOMMENDED** that the differentials between existing tenants and new tenants cease, that provision for a 3 pole plot be included and that the allotment fees be increased as outlined below:

All Tenants

3 Pole Plot	-	£30.00
4 Pole Plot	-	£36.00
6 Pole Plot	-	£48.00
8 Pole Plot	-	£55.00

#### 47.1.4 Fishing Permit Fees

**RECOMMENDED** that there be no increase in the fishing permit fees for 2017/18.

#### 47.1.5 Sports & Skate Park Fees

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

#### 47.1.6 Sports Pitch and Park Hire Fees

Councillors considered the introduction of charges for hire of park facilities for other events in addition to sports hire events and also the simplification of the pitch hire fees. It was

**RECOMMENDED** that in addition to the introduction of charges for hire of park facilities for events other than sports events and the simplification of charges, the Sports Pitch fees be increased by 3% rounded to the nearest £1.00.

**48. FINANCIAL REVIEW****48.1 Maiden Erlegh Local Nature Reserve**

Councillors were reminded that this item forms part of the ongoing review of amenities previously agreed by the Committee.

The financial information for this aspect of the Council's operations is as follows:

**INCOME**

<b>Item</b>	<b>Est. 16/17</b>	<b>Act. 16/17</b>	<b>Est. 17/18</b>	<b>Act. to 30/09/17</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Day Permits	100.00	145.83	100.00	105.45
Green Fair	225.00	417.00	300.00	187.50
Miscellaneous	0.00	825.34	500.00	115.00
Angling Contests	60.00	59.00	60.00	0.00
Annual Fish Permits	2095.00	1482.15	1500.00	1423.35
Interpretation Centre Hire:	520.00	360.90	410.00	197.70
<b>TOTALS:</b>	<b>3,000.00</b>	<b>3,290.22</b>	<b>2,870.00</b>	<b>2,029.00</b>

**EXPENDITURE**

<b>Item</b>	<b>Est. 16/17</b>	<b>Act. 16/17</b>	<b>Est. 17/18</b>	<b>Act. to 30/09/17</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Maintenance	5,000.00	4,297.47	5,000.00	3,313.89
Wages	55,070.00	56,699.45	54,500.00	27,250.02
Bailiff Honoraria	480.00	250.00	480.00	0.00
Staff/Bailiff Training	200.00	144.53	200.00	100.00
Tools	920.00	939.03	1,000.00	0.00
Tools Maintenance	920.00	917.41	1,000.00	0.00
Supplies	900.00	1,102.33	950.00	0.00
PRS Mobile Phone	224.00	205.37	224.00	125.88
PG Mobile Phone	148.00	134.50	150.00	71.93
WB Mobile Phones	112.00	105.63	120.00	71.93
Pest Control	500.00	482.00	500.00	0.00
Sundries	25.00	0.00	25.00	5.00
Anglers' Contests	185.00	248.78	250.00	13.33
EA Granted Work	0.00	0.00	0.00	0.00
Boat/Repairs	100.00	0.00	100.00	0.00
Water Quality	150.00	224.00	170.00	48.00
Conservation Volunteers	220.00	100.68	150.00	16.86
Engineers' Fees	700.00	770.00	770.00	0.00
Animal/Bird Welfare	70.00	11.51	70.00	0.00
Green Fair	125.00	74.58	125.00	38.45
<b>TOTAL:</b>	<b>66,049.00</b>	<b>66,707.27</b>	<b>65,784.00</b>	<b>31,055.29</b>

**TOTALS:**

<b>Net Reserve Expenditure</b>	<b>63,049.00</b>	<b>63,417.05</b>	<b>62,914.00</b>	<b>29,026.29</b>
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Members noted that the net expenditure for 2016/17 was 100.58% of budget and that this year's net spending to date was 46.14% of budget after 6 months.

Furthermore, £1,500.00 had been spent from the capital budget on improvements to pathways at the Nature Reserve in 2016/17 and £1,500 is in the current year's budget, plus £1,000.00 for signage.

**49. PUBLICATIONS**

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

National Association of Memorial Masons:	NAMM News – September 2017.
British Register of Accredited Memorial Masons:	Autumn Update 2017.

**50. PRESS RELEASES**

It was

**RESOLVED** that the following items should receive special press attention

1. The Radstock Christmas Market on 18<sup>th</sup> and 19<sup>th</sup> November 2017
2. Information pertaining to the Breach of Condition Notice served on Persimmon Homes by Wokingham Borough Council for lack of compliance with conditions imposed on a grant of planning permission

**51. TERMINATION OF MEETING**

The meeting was declared closed by the Chairman at 9.40pm