

02nd July 2024

Minutes of the proceedings of the **AMENITIES COMMITTEE** meeting held on this day in the **COUNCIL CHAMBER, TOWN HALL, WOKINGHAM** from 7:32 pm to 9:18 pm.

PRESENT

Cllrs: R Bishop-Firth, A Fraser, M Fumagalli, C Jamthe, M Malvern (Vice Chair), A Medhurst and N Nagella

IN ATTENDANCE

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

In the absence of the Chairman, the meeting was chaired by the Vice-Chair, Cllr M Malvern, in line with Standing Orders.

APOLOGIES FOR ABSENCE (Agenda Item 1)

Cllrs: T Lack (Chairman) and S Cornish

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 Nagella and seconded by Cllr Bishop-Firth, and it was

**RESOLVED
30873**

that the minutes of the Amenities Committee meeting held on 20th May 2024 (pages 16984 to 16988) be received as a true and correct record and they be confirmed and signed by the Chairman.

ACTION: AMENITIES OFFICER

WOKINGHAM BOROUGH COUNCIL COMMUNITY INFRASTRUCTURE LEVY (CIL) FUNDING REQUEST (Agenda Item 5)

Cllrs received the Amenities Officer's Briefing Notes - 01/July 2024, dated 21st June 2024.

The AO confirmed the three competitive quotes required have not been received from Wokingham Borough Council (WBC).

SPENDING PRIORITIES 2025-2026 (Agenda Item 6)

- a) Cllrs noted that spending priorities for 2025-2026 need to be brought forward for consideration, prioritised and resolved upon at the September meeting.
- b) Cllrs received a list of Officer suggested projects, discussed, and focused the list for further investigation, for September's meeting.

Cllrs discussed, suggested additional new projects, and focused the list for further investigation, for September's meeting, on the following areas:

CHAIRMAN'S INITIALS _____



- A. Town Hall Improvements for Health & Safety:
 - 1) Upgrade of emergency light fittings
 - 2) Upgrade of old light fittings in lobbies and main entrance
 - 3) Creation of an earmarked reserve to provide for the lift refurbishment
 - 4) Electronic sign-in system to enable effective fire evacuation
 - 5) New intercom system with a camera to enable safer working
- B. Uplift for existing budgets, to maintain current provision:
 - 1) Park Yoga
 - 2) Christmas lights infrastructure maintenance and upgrades
- C. Woosehill:
 - 1) Necessary upgrades to improve user safety and experience, including:
 - Roof and gutter repairs and replacement
 - Upgrade emergency light fittings
 - Upgrade CCTV cameras
 - Water heater replacement
- D. Parks:
 - 1) Planting of “Wokingham” apple trees in Howard Palmer Gardens.

Cllrs discussed the situation regarding the ongoing degradation of the flagstone surfacing at Howard Palmer Gardens. It was agreed that a recommendation to fund the resurfacing work from the town council’s reserves would be made to the Finance and Personnel Committee.

ACTION: AMENITIES OFFICER / TOWN CLERK

GRAFFITI UPDATE (Agenda Item 7)

Cllrs received a photo montage of graffiti removal work completed by Cllr Croy. Thanks were given to Cllr Croy for the hard work.

MONITORING REPORT (Agenda Item 8)

Councillors received and discussed the report dated 21st June 2024:

Item 176: Viking Field community orchard: Preparations are ongoing.

ACTION: GROUNDS & BLOOM OFFICER

Item 177: Failure of wall lighting on western Market Place: WBC confirm that designs are completed, and they are ordering equipment, there is no timeline for completion of the work.

Item 178: Grass cutting budget uplift for new four-year contract, FY2024-2025: Budget uplift awarded, and new four-year contract was agreed in March 2024. Item to be removed from the monitoring report.

Item 179: Funding for Market Place parking permits, FY2024-2025: Budget awarded, and parking permits purchased. Item to be removed from the monitoring report.

Item 180: Funding for allotment waterless toilets cleaning contract, FY2024-2025: Budget awarded, and cleaning contract awarded. Item to be removed from the monitoring report.

CHAIRMAN’S INITIALS _____



Item 181: Graffiti cleaning budget uplift, FY2024-2025: Budget awarded.
Item to be removed from the monitoring report.

Item 182: Woosehill fire alarm upgrade, FY2024-2025: Budget awarded, and work completed.
Item to be removed from the monitoring report.

Item 183: Play park equipment upgrade, FY2024-2025: Budget awarded, initial quotes investigated.

Item 184: Defibrillator for the Town Hall, FY2023-2024: Budget awarded, defibrillator purchased, delivered and awaiting installation.

Item 185: Park Yoga, FY2023-2024: Budget awarded, with weekly sessions being held in Howard Palmer Gardens.
Item to be removed from the monitoring report.

ACTIONS: AMENITIES OFFICER

AMENITIES COMMITTEE INFORMATION (Agenda Item 9)

Cllrs noted the following:

- a) The string lights wrapped in the nine trees in Peach Place have been removed for the summer; they will be replaced around October 2024.
- b) The public right of way over the Tan House Lane bridge remains closed. Network Rail expect the replacement steps to be installed in August, however, this is not confirmed, and no installation date is fixed.
- c) The Amenities Officer's briefing notes – 02/July 2024, regarding King George V playing field.
- d) The Amenities Officer's briefing notes – 03/July 2024, with an update on the grounds team staff, and the GBO updated on start dates of new staff.
- e) The Arts & Culture committee's Chalk About It event will be taking place on market place on Sunday 18th August.
- f) That investigations are underway regarding work relating to the repair or replacement of the flagpoles. The GBO explained the complexity of the work, including the involvement of multiple external agencies.

MATTERS TO PUBLICISE VIA SOCIAL MEDIA FROM THIS EVENING'S MEETING (Agenda Item 10)

No items selected.

Meeting closed at 9:18 pm.

CHAIRMAN

CHAIRMAN'S INITIALS _____

