

10th September 2024

Minutes of the proceedings of the **AMENITIES COMMITTEE** meeting held on this day in the **COUNCIL CHAMBER, TOWN HALL, WOKINGHAM** from 7:30 pm to 9:11 pm.

PRESENT

Cllrs: R Bishop-Firth, S Cornish, A Fraser, M Fumagalli (until 8:30pm), 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)

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 Medhurst and seconded by Cllr Nagella, and it was

**RESOLVED
30913**

that the minutes of the Amenities Committee meeting held on 02nd July 2024 (pages 17013 to 17015) be received as a true and correct record and they be confirmed and signed by the Chairman.

ACTION: AMENITIES OFFICER

SPENDING PRIORITIES 2025-2026 (Agenda Item 5)

Councillors discussed the shortlisted projects and prioritised their requests to be proposed to F&P for inclusion in the 2025-26 budget.

Discussion points included:

- The removal of several items from the list, since July's meeting, as more significant projects have been identified by Officers.
- The importance of maintaining WTC's buildings and improving Health & Safety.
- The necessity for Officers and the Council to have improved buildings surveys, and the resultant reports and plans, to better inform on future decision making and project planning.
- That the majority of the projects need to be undertaken in a timely manner.

It was proposed by Cllr Cornish and seconded by Cllr Nagella, and it was

**RESOLVED
30914**

to request the following funding from the F&P Committee in this prioritised order, for 2025-2026:

CHAIRMAN'S INITIALS _____



<u>Ref</u>	<u>Project</u>	<u>Request</u>
1	Town Hall - Preparation work for flagpole reinstatement	£5,000
2	Town Hall - New earmarked reserve: For the refurbishment and replacement of lift equipment	£10,000/pa for 5-years
3	Town Hall - New electronic sign-in system for H&S	£4,000
4	Town Hall - New intercom system with camera for H&S	£3,000
5	Budget uplift - Town Hall surveys Underspend to be moved to a new earmarked reserve	£1,055
6	Budget uplift - Town Hall repairs and maintenance	£2,950
7	Budget uplift - Woosehill repair and maintenance Underspend to be moved to a new earmarked reserve	£4,000
8	Woosehill - Necessary building upgrades	£5,000
9	Budget uplift - Christmas lights project budget For lamp column infrastructure testing and upgrades	£6,000
10	Planting of "Wokingham" apple trees at HPG	£500
11	Budget uplift - Park Yoga	£275
	Total	£41,780

ACTION: AMENITIES OFFICER / TOWN CLERK

GRAFFITI UPDATE (Agenda Item 6)

Cllrs received a photo montage of selected graffiti removal work completed by Cllr Croy in July and August 2024.

Thanks were given to Cllr Croy for the great work.

Cllr Fumagalli left the meeting at 8:30pm.

RISK REGISTER (Agenda Item 7)

Cllrs received the Risk Register and noted minor amendments as outlined, and verbally reported by the Amenities Officer.

CHILDREN'S FUNFAIR (Agenda Item 8)

Cllrs received the Amenities Officer's Briefing Notes 04/September 2024, dated 02nd September 2024.

Cllrs commented that the event was well received, and they were pleased that a request was made by the provider for the event to return in 2025.

MONITORING REPORT (Agenda Item 9)

Councillors received and discussed the report dated 22nd August 2024:

CHAIRMAN'S INITIALS _____



Item 176: Viking Field community orchard: Written agreement is expected shortly from Wokingham Borough Council's (WBC's) legal team.

ACTION: GROUNDS & BLOOM OFFICER

Item 177: Failure of wall lighting on western Market Place: WBC confirm that the order for the work has been placed to VolkerHighways, and they have ordered the new lanterns. Timeline to be confirmed.

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

ACTIONS: AMENITIES OFFICER

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

ACTIONS: AMENITIES OFFICER

AMENITIES COMMITTEE INFORMATION (Agenda Item 10)

Cllrs noted the following:

- The agreed match funded work, in collaboration with WBC, to resurface the play park at Latimer Road is due to start at the end of September or early October, weather dependent.
- The public right of way over the Tan House Lane bridge remains closed. Network Rail expected the replacement steps to be installed in August. While, currently, Balfour Beatty state they are making good progress with getting the installation over the line, with WTC still awaiting a completion date.
- All new grounds staff have joined the team and have been settling in well with their induction and training.
- The eyebolts for the catenary wires across Broad Street have passed their pull-test inspections. The next inspection will be in 2027.
- A new request for metal detecting on WTC grounds has been approved, in line with the town council's policy.
- The third-party provider of the E-vehicle event, due to be held on Elms Field on Saturday 21st September, has chosen to postpone the event. We are awaiting an update on the proposed new date.

MATTERS TO PUBLICISE VIA SOCIAL MEDIA FROM THIS EVENING'S MEETING (Agenda Item 11)

- Postponement of the E-vehicle event.

ACTION: AMENITIES OFFICER / MARKETING OFFICER

Meeting closed at 9:11 pm.

CHAIRMAN

CHAIRMAN'S INITIALS _____

