



# Wokingham Town Council

Town Hall, Market Place, Wokingham, Berkshire RG40 1AS  
Tel: 0118 978 3185 [www.wokingham-tc.gov.uk](http://www.wokingham-tc.gov.uk)  
Town Clerk: K. Hughes

**This Council Meeting is open to the Public and Press**  
**Please notify the Officer or Chairman if you wish to record the meeting**

Wednesday 5th March 2025

Dear Councillor

You are hereby summoned to attend the meeting of the **Amenities Committee** to be held in the **Council Chamber, Town Hall, Wokingham** at **7.30pm** on **Tuesday 11<sup>th</sup> March 2025** for the purpose of considering and resolving upon the subjects and matters set out in the agenda below.

Yours sincerely

**K Hughes**  
Town Clerk

**Contact Officer:** F Sleaford, Amenities Officer  
Direct line: 0118 974 0886; mobile: 07592 579112; email: [amenities@wokingham-tc.gov.uk](mailto:amenities@wokingham-tc.gov.uk)

## AGENDA

### 1 APOLOGIES FOR ABSENCE

### 2 MEMBERS' INTERESTS

To receive any declaration of interests from members on the business about to be transacted.

### 3 QUESTIONS FROM MEMBERS OF THE COUNCIL OR PUBLIC

The Chairman to answer questions raised by members of the council or public.

*This is an opportunity for the people of Wokingham to ask questions of, and make comments to, the Town Council. Members of the public are requested to restrict their questions and comments to three minutes. Questions which are not answered at this meeting will be answered in writing to the person asking the question. To ensure an informed response, please send your questions to the Town Clerk at least three working days prior to the meeting.*

### 4 MINUTES OF PREVIOUS MEETING

To receive and resolve the minutes of the proceedings at the meeting of this committee held on 14th January 2025 (pages 17130 to 17131, copy attached) as a true and correct record.

### 5 UPDATE ON PARKS

To receive and consider (for information) the Grounds and Bloom Officer's report, 01/2025 (copy attached).

### 6 REQUEST TO VIRE FUNDS BETWEEN AMENITIES BUDGET LINES

To receive, consider and resolve upon the Grounds and Bloom Officer's report, 02-2025 (copy attached).

### 7 GRAFFITI UPDATE

To receive an update regarding graffiti removal undertaken in January and February by CC-IS. (copy attached).

**8 AMENITIES BUDGET**

To receive a copy of the income and expenditure for Amenities cost centres to 31<sup>st</sup> January 2025 (copy attached).

**9 MONITORING REPORT**

To receive and consider the monitoring report dated 12th February 2025 (copy attached).

**10 AMENITIES COMMITTEE INFORMATION**

To receive information, including that raised by members, for possible inclusion on a subsequent Amenities Committee agenda:

- a) Investigation into resolving the drainage issue with the in-ground trampoline at Elms Field.
- b) Colour run request - Friday 23rd May – King George V playing field - St Teresa's Catholic Academy
- c) Allotments – Notice to Quit letters were issued to a number of allotment tenants due to non-payment of allotment rent owed from 1<sup>st</sup> November 2024. 10 plots will be offered to tenants on the waiting list.
- d) Christmas lights request from businesses on Elms Field

**11 MATTERS TO PUBLICISE VIA SOCIAL MEDIA FROM THIS EVENING'S MEETING**

To receive and consider a verbal report from the Chairman.

**Amenities Committee:** Cllrs: R Bishop-Firth, S Cornish, A Fraser, M Fumagalli, C Jamthe, T Lack (Chairman), M Malvern (Vice Chair), A Medhurst and N Nagella

**Copy:** Cllrs R Comber and I Shepherd-Dubey

*In order to comply with the Data Protection Act 1998, all persons attending this meeting are hereby notified that this meeting will be recorded. The purpose of recording proceedings is that it acts as an aide-memoir in assisting the clerk of the meeting in the compilation of minutes. The recordings are held in a secure location and deleted once it has been resolved that the minutes are a true and correct record.*

*In accordance with The Openness of Local Government Bodies regulations 2014, persons attending this meeting may make their own recordings of the proceedings subject to the Council's Policy on Filming, Recording & Reporting on Council and Committee Meetings (copy available on request).*

# DRAFT

## 14th January 2025

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 8:22 pm.

### PRESENT

Cllrs: S Cornish, A Fraser, C Jamthe, T Lack (Chairman), M Malvern (Vice Chair), A Medhurst and N Nagella

### IN ATTENDANCE

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

### APOLOGIES FOR ABSENCE (Agenda Item 1)

Cllrs: R Bishop-Firth and M Fumagalli

### 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 Lack and seconded by Cllr Malvern, and it was

**RESOLVED  
30981**

that the minutes of the Amenities Committee meeting held on 05th November 2024 (pages 17086 to 17088) be received as a true and correct record and they be confirmed and signed by the Chairman.

**ACTION: AMENITIES OFFICER**

### WHA REQUEST FOR ORMONDE ROAD (Agenda Item 5)

Councillors received and discussed the Amenities Officer's report 03/2024-25, dated 18th December 2024.

Discussion points included:

- The expected availability of the proposed accessible toilet, for Wokingham Horticultural Association members, and for event attendees.
- Availability of the existing waterless toilet for use by allotment tenants.
- The position of the proposed toilet site and the loss of car parking spaces.
- The volume of complaints received by the Allotment Officer concerning the lack of car parking spaces at this site.
- An alternative location to position the requested septic tank and toilet.

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

**RESOLVED  
30982**

to refuse the change to the number of car parking spaces, however, the WHA can relocate the proposed location of the toilet, and septic tank, to the side of the building, currently the garden room.

**ACTION: AMENITIES OFFICER / TOWN CLERK**

CHAIRMAN'S INITIALS \_\_\_\_\_

Amenities Committee 14th January 2025

17130



## **DRAFT**

### **GRAFFITI UPDATE (Agenda Item 6)**

Cllrs received:

- a) A photo montage of selected graffiti removal work completed by Cllr Croy in November and December 2024, and early January 2025.
- b) A brief written report from Cllr Croy, on his year of graffiti removal.

Thanks were given to Cllr Croy for his graffiti removal work and the report.

Cllrs considered it is appropriate that the police and the Borough Council's anti-social behaviour team should take more of an interest in this offence.

**ACTION: AMENITIES OFFICER / TOWN CLERK**

### **AMENITIES BUDGET (Agenda Item 7)**

Cllrs received a copy of the income and expenditure for Amenities cost centres to 30th November 2024.

### **MONITORING REPORT (Agenda Item 8)**

Councillors received and discussed the report dated 07th January 2025:

Item 176: Viking Field community orchard: An open meeting is to be held in the Town Hall on 7th February at 6pm, Cllr Timlin will Chair.

**ACTION: GROUNDS & BLOOM OFFICER**

Item 177: Failure of wall lighting on western Market Place: WBC's contractor Volker Highways completed the work by 21st November 2024, replacing all the lanterns and cabling. Item to be removed.

**ACTIONS: AMENITIES OFFICER**

Item 183: Play park equipment upgrade, FY2024-2025: Initial quotes being investigated, with work not due to start until spring, due to wet conditions.

**ACTIONS: AMENITIES OFFICER**

Item 184: Defibrillator for the Town Hall, FY2024-2025: Awaiting installation.

**ACTIONS: AMENITIES OFFICER**

### **AMENITIES COMMITTEE INFORMATION (Agenda Item 9)**

Cllrs noted the following:

- a) The public right of way at Tan House Lane bridge opened in November 2024.
- b) Strategy Working Party suggested that information notices could be placed at play areas, with noticeboards, to inform residents of local public toilets.
- c) Unauthorised overnight, and long-term, parking issues at Redlands Farm Park. This is a continuing issue and new entrance gates have been ordered.

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

- The community orchard open meeting, 7th February 2025.

**ACTION: AMENITIES OFFICER / MARKETING OFFICER**

Meeting closed at 8:22 pm.

### **CHAIRMAN**

CHAIRMAN'S INITIALS \_\_\_\_\_

Amenities Committee 14th January 2025

17131



<b>Howard Palmer Gardens</b>	
Hedge removal (with planning permission from WBC)	Completed 30-01-2025
New hedge planting – 270 whips planted by Rotary Club Wokingham, Freely Fruity and Friends of Howard Plamer Gardens (Johnson and Johnson team was helping to prepare the soil as part of their social responsibility day)	Completed 08-01-2025
Topographical survey	Completed 30-01-2025
Change of all Victorian lamp heads to conform to current wildlife legislation and best practices and create a safer environment for users	Completed 07-02-2025
Emergency tree works	Completed 14-02-2025
Dropped curb planning application submitted to WBC Highways department, awaiting officers' response	Completed 05-02-2025
The National Plant Collection location was secured and a meaningful discussion with the RHS started	Completed 20-02-2025
New entry signs are to be designed and installed to comply with legislation.	Completion expected end of March / beginning of April
Recreate front entrance, step gardens – quotes requested from 3 suppliers	April / May
Appoint a designer for HPG	In progress
<b>Langborough Recreational Ground</b>	
New posts around the perimeter – 160 new posts installed	Completed 31-01-2025
Path clearance	Completed 05-01-2025
Bulb planting	Completed

Grounds and Bloom Officer's report 01/2025 – update on park works

	20-12-2024
Tree maintenance – removal of all epicormic growth – completed	Completed 12-12-2024
Shrubs removed by footpath	Completed 19-12-2024
Planning permission was requested for a dropped curb extension	Completed 05-02-2025
Additional tree planting – trees on order	In progress
Removal of the bow top fence and replacement with new removable and recyclable plastic bollards to help event access and egress	Completion expected in March
New entry signs are to be designed and installed to comply with legislation.	Completion expected end of March / beginning of April
<b>Leslie Sears</b>	
Additional maintenance was completed to reduce bramble areas	Completed October 2024
Carpark safety to improve with additional height increases at car park edge – completed	Completed 16 -01 -2025
New entry signs are to be designed and installed to comply with legislation.	Completion expected end of March / beginning of April
<b>Viking Field</b>	
Orchard noticeboard designed, ordered and received	Completed December 2024
Open public meeting – completed	Completed 07-02-2025
TPO trees maintenance completed	Completed 10 – 02 - 2025
Committee to be assembled and first date to be agreed	TBC

## Grounds and Bloom Officer's report 01/2025 – update on park works

Soil sample was taken and sent away for analysis.	Completed 07 - 03 - 2025
<b>Holt Copse &amp; Joel Park</b>	
Bridge replacement	Completed October 2024
Ecological survey	Completed November - 2024
Bat survey - Ground Level Tree Assessment Report	Completed 03 – 02 - 2025
Bat survey – Climbing Tree Assessment Report	TBC
Cast iron signs to be sandblasted and re-painted	Completed 11 – 03 - 2025
A new native hedge was planted, and Cornus (dogwood) national collection was planned to be established	Completed 01 – 03 - 2025
New entry signs are to be designed and installed to comply with legislation.	Completion expected end of March / beginning of April
<b>King George V Playing Field</b>	
Stormwater storage system installation: - Funding secured - Delivery plans are agreed Installation is dependent on ground conditions	TBC
Additional / Replacement tree planting	March 2025
New entry signs are to be designed and installed to comply with legislation.	Completion expected end of March / beginning of April
<b>Redlands Farm Park</b>	
Pedestrian gate repair by Doles Lane	Installation completed November 2024
Emergency tree maintenance works – overhanging vegetation to the carriageway	Completed

Grounds and Bloom Officer's report 01/2025 – update on park works

Replacing a memorial bench and resting bench in the park with recycled plastic benches	May – 2025 Dependent on ground conditions
A new heavy-duty barrier installation 31/03/2025	March 2025 Dependent on delivery of barrier
Install bollards by hight barrier to stop unauthorised access	March 2025
Additional fencing repair at the entrance way to stop mini motors	March 2025
New entry signs to be designed and installed – to comply with legislation	Completion expected end of March / beginning of April
Footpath repair at the bottom of the field to help walkers safely access the field	End of March / Beginning of April
<b>Elms Field</b>	
Wildflower renovations	November 2024
Banner stand installed	June 2024
Proposals for Christmas lights to be investigated (Request from business units located in Elms Field – working with Vail Williams)	Ongoing



**Virement of funds from**

103/4106 (Elms Field maintenance) – underspend in the 2024-25 financial year

to

106/4100 (Town Hall maintenance)

**Request:**

To vire £2,205.50 from Elms Field maintenance to Town Hall maintenance to facilitate the deliver of a project to upgrade the emergency phone system in the lift.

**Description:**

All analogue phone lines are due to be disconnected by Jan 2027 across the country. We propose to implement this change sooner, and propose a new replacement digital call-out system for the Town Hall lift. We are aware of the pressure on suppliers, and as this change will affect everyone across the country, we would like to be ahead of the curve.

The lift telephone call system is essential to help deal with potential lift entrapment, especially for hirers, outside of normal staff working hours. If we were unable to have this work carried out before the analogue line is switched off, we would need to take the lift out of service, which would have a significant impact on our hirers.

The attached quotation is for a new auto-dialler that works on a global SIM card. The quote for the works is £2,205.50 plus VAT. The cost covers the installation and a 3-year sim option; some cost will be offset by a saving on the current analogue phone line.



Nationwide specialists in Lifts, Access Solutions, Stairlifts, Beds, Baths, Hoists, Slings, Mobility Aids, Service and Rental

KLL/QI34331/201091/15011529/02

31 January 2025

Wokingham Town Hall (BGO 166)  
Market Place  
WOKINGHAM  
Berkshire  
RG40 1AS

Dear Sir or Madam,

Quotation for Wokingham Town Hall (BGO 166), Market Place, WOKINGHAM, Berkshire RG40 1AS  
Site Equipment: X-PA 630kg 3flr Hyd Lift Serial no: L3424 Disc No: 2002-BP-H

Quote following recent request

Following your recent call please see detailed the quote for the items requested:

Supply & Fit

Memco autodailler unit

Avire GSM4 unit

Avire 3 year SIM

£2,205.50

Please note that all prices contained in this quotation will remain valid for 30 days from the letter date and are exclusive of VAT.

**Upon receipt of any parts please contact Britton Price on the number below.**

Should you require any further information please contact me on 01273 231012. However, if you would like Britton Price to go ahead with this work please contact me in writing, by e-mail or fax back a copy of the quote with an authorised signature and order number.

Yours faithfully

Kirsty Lloyds  
Lift Administrator  
Email: [kloyds@brittonprice.co.uk](mailto:kloyds@brittonprice.co.uk)

FS45792



Britton Price Ltd, First Floor, The Lion Building, Crowhurst Road, Hollingbury, Brighton, BN1 8AF  
T (Service) +44 (0)1273 231012 (Admin) +44 (0)1273 235035  
F +44 (0)1273 235036 E [info@brittonprice.co.uk](mailto:info@brittonprice.co.uk)  
[www.brittonprice.co.uk](http://www.brittonprice.co.uk)

Registered Office: Cornelius House, 176/180 Church Road, Hove, East Sussex, BN3 2DJ. Company Reg. No. 3247345. VAT No. 684 58 8 87

**0001. Planned Works**



Customer	WOKINGHAM TOWN COUNCIL - WOOSEHILL UNDERPASS(7019)	Resource	Paul Baker
Contact	Fiona Sleaford	Assisted by	Lewis Baker
Address	Woosehill Underpass Woosehill RG41 3UQ	Job type	0001. Planned Works
Billing address	Wokingham Town Council Town Hall, Market Place Wokingham RG40 1AS	Reference	7019
		Order number	AO219
		Date	17/02/2025 08:00 - 17:00
		Job duration	09:00:00
		Assistant Job duration	09:00:00
		Driving duration	02:56:18
		Distance travelled	112.1 mi

Notes The best access and parking are on Rotherfield Avenue, as per the what3words location [///expand.pose.loud](#)



**CC Infrastructure Services**

11 Old Forge Road  
Ferndown Industrial Estate  
Wimborne, Dorset, BH21 7RR

7019\_1



**CC Infrastructure Services**

11 Old Forge Road  
Ferndown Industrial Estate  
Wimborne, Dorset, BH21 7RR

7019\_2

17-02-2025 08:17:20

28 Mill of Winton Road, Wimborne, Dorset, BH21 7RR



51.418235, -0.852012

**CC Infrastructure Services**

11 Old Forge Road  
Ferndown Industrial Estate  
Wimborne, Dorset, BH21 7RR

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**CC Infrastructure Services**

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Wimborne, Dorset, BH21 7RR

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**CC Infrastructure Services**

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**CC Infrastructure Services**

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### CC Infrastructure Services

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Wimborne, Dorset, BH21 7RR

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### CC Infrastructure Services

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**CC Infrastructure Services**

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Wimborne, Dorset, BH21 7RR

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**CC Infrastructure Services**

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**CC Infrastructure Services**

11 Old Forge Road  
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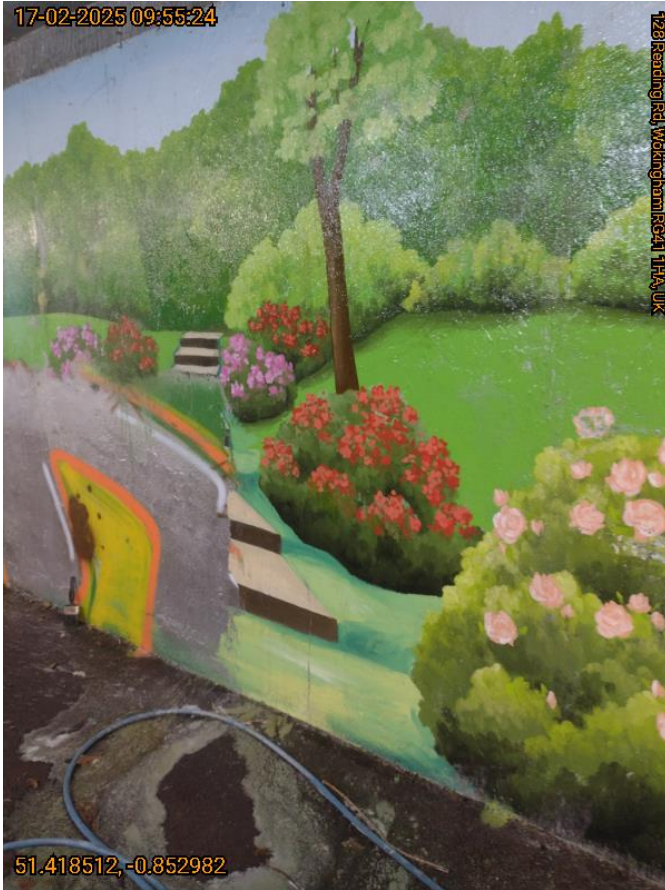
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**CC Infrastructure Services**

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Ferndown Industrial Estate  
Wimborne, Dorset, BH21 7RR

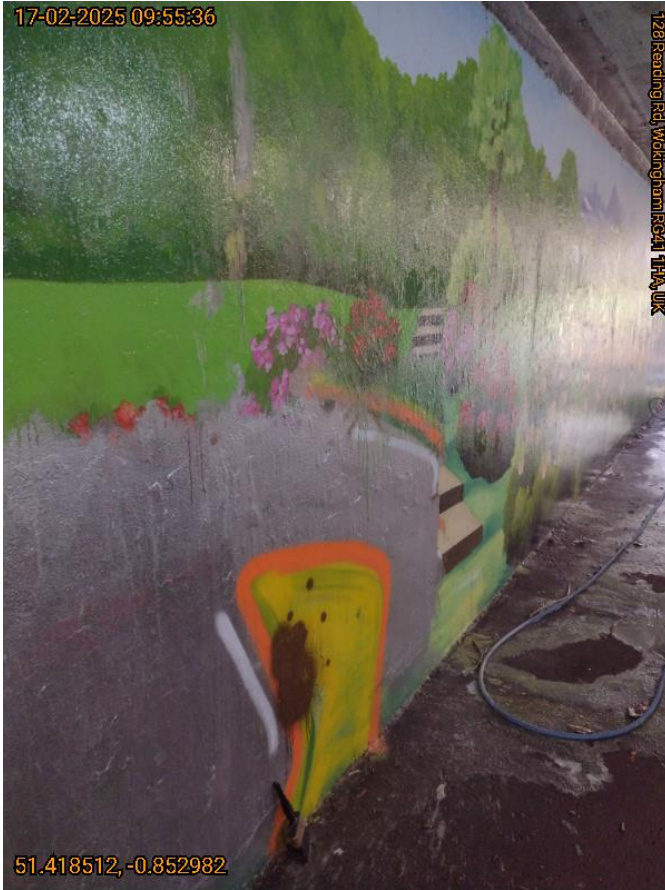
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**CC Infrastructure Services**

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**CC Infrastructure Services**

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**CC Infrastructure Services**

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**CC Infrastructure Services**

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**CC Infrastructure Services**

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### CC Infrastructure Services

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### CC Infrastructure Services

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Wimborne, Dorset, BH21 7RR

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**CC Infrastructure Services**

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**CC Infrastructure Services**

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### CC Infrastructure Services

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Wimborne, Dorset, BH21 7RR

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**CC Infrastructure Services**

11 Old Forge Road  
Ferndown Industrial Estate  
Wimborne, Dorset, BH21 7RR

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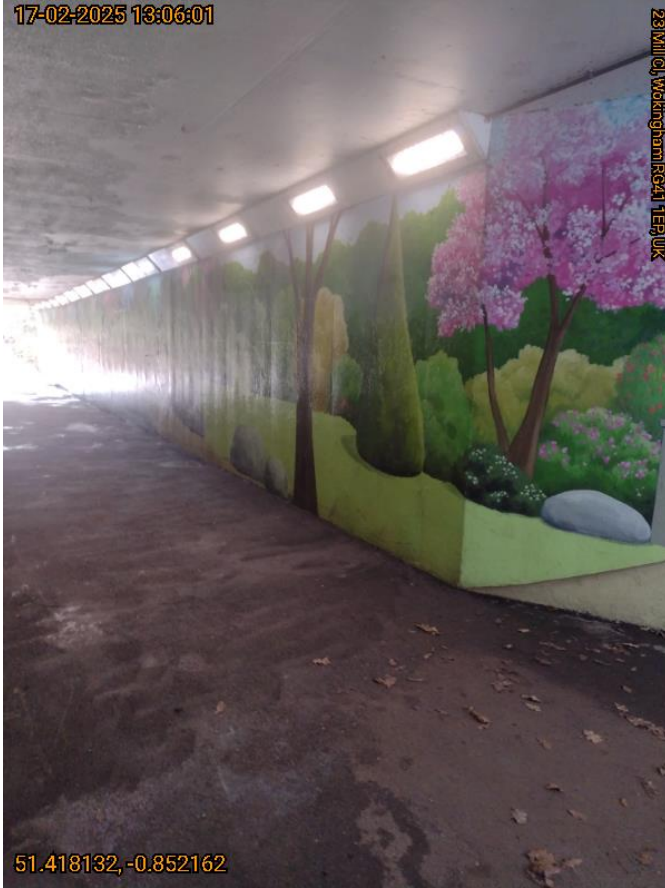




### CC Infrastructure Services

11 Old Forge Road  
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**CC Infrastructure Services**

11 Old Forge Road  
Ferndown Industrial Estate  
Wimborne, Dorset, BH21 7RR

7019\_25



Detailed Income & Expenditure by Budget Heading 31/01/2025

Month No: 10

Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available
<u>102 Market</u>						
1106 Grant Funding (External)	10,070	0	0	0		
1220 Outdoor Market Tolls	41,707	34,840	40,200	5,360		
1222 Farmers /Vegan Market	1,710	780	1,850	1,070		
1275 Write off income	0	342	0	(342)		
Market :- Income	<b>53,487</b>	<b>35,962</b>	<b>42,050</b>	<b>6,088</b>		
4100 Repairs & Maintenance	11,176	1,503	1,980	477	1,690	(1,213)
4131 Electricity	749	1,381	1,375	(6)		(6)
4140 Gritting	0	930	0	(930)		(930)
4145 Rates	3,368	3,368	3,370	2		2
4172 Licences (All)	1,565	1,120	2,550	1,430	1,589	(159)
4327 Advertising/Marketing	1,895	618	1,000	382		382
4620 Bad debt write off	0	1,090	0	(1,090)		(1,090)
Market :- Indirect Expenditure	<b>18,753</b>	<b>10,009</b>	<b>10,275</b>	<b>266</b>	<b>3,279</b>	<b>(3,013)</b>
<b>Net Income over Expenditure</b>	<b>34,734</b>	<b>25,953</b>	<b>31,775</b>	<b>5,822</b>		
Grand Totals:- Income	<b>53,487</b>	<b>35,962</b>	<b>42,050</b>	<b>6,088</b>		
Expenditure	<b>18,753</b>	<b>10,009</b>	<b>10,275</b>	<b>266</b>	<b>3,279</b>	<b>(3,013)</b>
<b>Net Income over Expenditure</b>	<b>34,734</b>	<b>25,953</b>	<b>31,775</b>	<b>5,822</b>		
<b>Movement to/(from) Gen Reserve</b>	<b>34,734</b>	<b>25,953</b>	<b>31,775</b>	<b>5,822</b>		

Detailed Income & Expenditure by Budget Heading 31/01/2025

Month No: 10

Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available
<b>103 Parks &amp; Bloom</b>						
1103 KGV Trust Income	1,100	0	1,100	1,100		
1104 Redlands Farm Rent	450	450	350	(100)		
1120 Playing Field income	0	275	0	(275)		
1256 Misc. Income	500	209	0	(209)		
1267 Bloom income	2,805	364	1,600	1,236		
<b>Parks &amp; Bloom :- Income</b>	<b>4,855</b>	<b>1,299</b>	<b>3,050</b>	<b>1,751</b>		
4008 Travel,Subsistance, Parking	0	172	0	(172)		(172)
4100 Repairs & Maintenance	48,423	20,480	37,000	16,520	11,372	5,148
4103 Grass Cutting	17	0	0	0		0
4105 Maintenance Contracts	23,693	24,000	30,240	6,240	8,200	(1,960)
4106 Elms Field Maintenance	43,317	8,309	29,000	20,691	7,230	13,460
4107 Trees	24,923	20,685	35,000	14,315	7,345	6,970
4114 KGV & Leslie Sears Maintenance	1,582	1,291	1,500	209		209
4120 Security	773	0	1,000	1,000	1,210	(210)
4131 Electricity	484	2,019	5,000	2,982		2,982
4135 Water	146	155	300	145		145
4140 Gritting	0	772	0	(772)		(772)
4147 Rent of Garage	510	0	0	0		0
4149 Met.Station Lease/Maintenance	350	350	350	0		0
4151 Waste Collection	8,253	6,477	7,000	523	1,523	(1,001)
4154 External Cleaning	849	1,165	0	(1,165)		(1,165)
4155 Park Yoga	1,400	1,400	1,400	0		0
4312 Street Furniture	0	209	600	391		391
4316 Playground repairs	0	4,541	6,500	1,959		1,959
4327 Advertising/Marketing	0	0	750	750		750
4412 Thames and Chiltern in Bloom	15,458	8,003	10,000	1,997	836	1,160
4522 Wildflower planting & Maintena	0	927	2,000	1,073	1,527	(453)
<b>Parks &amp; Bloom :- Indirect Expenditure</b>	<b>170,177</b>	<b>100,956</b>	<b>167,640</b>	<b>66,684</b>	<b>39,243</b>	<b>27,441</b>
<b>Net Income over Expenditure</b>	<b>(165,323)</b>	<b>(99,657)</b>	<b>(164,590)</b>	<b>(64,933)</b>		
6001 plus Transfer from EMR	15,642	10,077	0	(10,077)		
<b>Movement to/(from) Gen Reserve</b>	<b>(149,681)</b>	<b>(89,580)</b>	<b>(164,590)</b>	<b>(75,010)</b>		
<b>Grand Totals:- Income</b>	<b>4,855</b>	<b>1,299</b>	<b>3,050</b>	<b>1,751</b>		
<b>Expenditure</b>	<b>170,177</b>	<b>100,956</b>	<b>167,640</b>	<b>66,684</b>	<b>39,243</b>	<b>27,441</b>
<b>Net Income over Expenditure</b>	<b>(165,323)</b>	<b>(99,657)</b>	<b>(164,590)</b>	<b>(64,933)</b>		
plus Transfer from EMR	15,642	10,077	0	(10,077)		
<b>Movement to/(from) Gen Reserve</b>	<b>(149,681)</b>	<b>(89,580)</b>	<b>(164,590)</b>	<b>(75,010)</b>		

Detailed Income & Expenditure by Budget Heading 31/01/2025

Month No: 10

Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available
<u>104 Woosehill</u>						
1010 Lettings-Main Hall	16,891	15,356	22,000	6,644		
1011 Lettings-Committee Rooms	2,794	1,656	2,400	744		
1019 Out of hours lettings - income	1,817	1,083	2,000	917		
1020 Lettings-Upstairs Hall	5,366	4,886	5,000	114		
1030 Emmbrook Peppercorn Rent	1	1	10	9		
1256 Misc. Income	0	20	0	(20)		
Woosehill :- Income	<b>26,869</b>	<b>23,002</b>	<b>31,410</b>	<b>8,408</b>		
4100 Repairs & Maintenance	12,986	8,034	9,900	1,866	3,728	(1,862)
4109 Health & Safety Surveys	0	495	1,250	755	225	530
4120 Security	5,258	3,799	4,000	201	343	(142)
4131 Electricity	934	1,682	1,650	(32)		(32)
4132 Gas	1,488	1,116	1,430	314		314
4135 Water	413	473	715	242		242
4145 Rates	3,196	3,516	3,520	4		4
4150 Cleaning Materials	57	798	600	(198)		(198)
4151 Waste Collection	1,138	713	1,100	387	810	(424)
4154 External Cleaning	1,328	2,399	3,000	601	838	(237)
4320 Telephones	822	1,117	600	(517)		(517)
4382 Insurances	452	0	300	300		300
4620 Bad debt write off	0	100	0	(100)		(100)
Woosehill :- Indirect Expenditure	<b>28,073</b>	<b>24,243</b>	<b>28,065</b>	<b>3,822</b>	<b>5,944</b>	<b>(2,122)</b>
<b>Net Income over Expenditure</b>	<b>(1,204)</b>	<b>(1,241)</b>	<b>3,345</b>	<b>4,586</b>		
Grand Totals:- Income	<b>26,869</b>	<b>23,002</b>	<b>31,410</b>	<b>8,408</b>		
Expenditure	<b>28,073</b>	<b>24,243</b>	<b>28,065</b>	<b>3,822</b>	<b>5,944</b>	<b>(2,122)</b>
<b>Net Income over Expenditure</b>	<b>(1,204)</b>	<b>(1,241)</b>	<b>3,345</b>	<b>4,586</b>		
<b>Movement to/(from) Gen Reserve</b>	<b>(1,204)</b>	<b>(1,241)</b>	<b>3,345</b>	<b>4,586</b>		

Detailed Income & Expenditure by Budget Heading 31/01/2025

Month No: 10

Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available
<u>106 Town Hall</u>						
1010 Lettings-Main Hall	3,572	3,482	3,900	418		
1011 Lettings-Committee Rooms	2,979	2,680	2,500	(180)		
1012 Lettings-Kitchen	76	299	200	(99)		
1013 Lettings-Council Chamber	487	175	700	525		
1014 Lettings-Annexe	528	290	800	510		
1015 Lettings-Jubilee Room	737	288	1,160	872		
1016 Wedding Income	13,957	22,179	15,500	(6,679)		
1017 Information Centre Income	17	6	0	(6)		
1025 Letting Fees - All Tenants	93,390	87,075	93,390	6,315		
1026 Service Charges - All Tenants	4,430	4,233	7,420	3,187		
1027 Insurance Recharge - All Tenan	6,179	6,377	0	(6,377)		
1028 Utility Recharge - DT Brands	0	13,579	0	(13,579)		
1158 Banner Income	300	300	0	(300)		
1256 Misc. Income	3,158	0	0	0		
1258 Equipment Hire (Bookings)	383	582	1,200	618		
1260 Hospitality Income	2,424	1,269	2,500	1,231		
1261 Citizenship Ceremonies	1,600	1,200	1,590	390		
1262 Wedding catering income	8,028	6,561	5,000	(1,561)		
1275 Write off income	0	549	0	(549)		
Town Hall :- Income	<b>142,245</b>	<b>151,125</b>	<b>135,860</b>	<b>(15,265)</b>		
4100 Repairs & Maintenance	38,987	24,067	28,050	3,983	7,501	(3,518)
4109 Health & Safety Surveys	1,445	5,075	2,700	(2,375)	1,890	(4,265)
4120 Security	5,500	4,792	6,000	1,208	1,092	116
4121 CCTV	336	(336)	800	1,136	1,000	136
4131 Electricity	7,189	19,920	11,400	(8,520)		(8,520)
4132 Gas	5,854	7,319	7,700	381		381
4135 Water	(4,583)	731	8,730	7,999		7,999
4145 Rates	25,176	30,849	30,850	1		1
4150 Cleaning Materials	2,251	2,086	2,000	(86)		(86)
4151 Waste Collection	1,268	526	1,500	974	274	700
4154 External Cleaning	8,413	6,858	8,180	1,322	3,210	(1,888)
4172 Licences (All)	295	0	3,500	3,500		3,500
4302 Town Hall Structural Repairs	0	0	30,000	30,000	7,810	22,190
4325 Town Hall Equipment Purchases	630	797	1,000	203	279	(76)
4332 Function costs	3,058	3,420	2,250	(1,170)	89	(1,260)
4398 Wedding external catering	4,419	2,650	4,000	1,350		1,350
4620 Bad debt write off	0	315	0	(315)		(315)
Town Hall :- Indirect Expenditure	<b>100,238</b>	<b>109,069</b>	<b>148,660</b>	<b>39,591</b>	<b>23,146</b>	<b>16,445</b>
<b>Net Income over Expenditure</b>	<b>42,007</b>	<b>42,056</b>	<b>(12,800)</b>	<b>(54,856)</b>		
6001 plus Transfer from EMR	6,823	0	0	0		
6002 less Transfer to EMR	(6,664)	0	0	0		
<b>Movement to/(from) Gen Reserve</b>	<b>55,494</b>	<b>42,056</b>	<b>(12,800)</b>	<b>(54,856)</b>		

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Detailed Income & Expenditure by Budget Heading 31/01/2025

Month No: 10

Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available
Grand Totals:- Income	<b>142,245</b>	<b>151,125</b>	<b>135,860</b>	<b>(15,265)</b>		
Expenditure	<b>100,238</b>	<b>109,069</b>	<b>148,660</b>	<b>39,591</b>	<b>23,146</b>	<b>16,445</b>
<b>Net Income over Expenditure</b>	<b>42,007</b>	<b>42,056</b>	<b>(12,800)</b>	<b>(54,856)</b>		
plus Transfer from EMR	<b>6,823</b>	<b>0</b>	<b>0</b>	<b>0</b>		
less Transfer to EMR	<b>(6,664)</b>	<b>0</b>	<b>0</b>	<b>0</b>		
<b>Movement to/(from) Gen Reserve</b>	<b>55,494</b>	<b>42,056</b>	<b>(12,800)</b>	<b>(54,856)</b>		

Detailed Income & Expenditure by Budget Heading 31/01/2025

Month No: 10

Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available
<u>109 Allotments</u>						
1105 S 106 Monies	48,610	10,151	0	(10,151)		
1203 Allotment Rents	17,164	16,847	17,000	153		
1256 Misc. Income	209	2,833	0	(2,833)		
Allotments :- Income	<b>65,983</b>	<b>29,831</b>	<b>17,000</b>	<b>(12,831)</b>		
4100 Repairs & Maintenance	52,966	10,707	7,700	(3,007)	3,837	(6,844)
4101 Competitions	968	714	700	(14)	8	(21)
4105 Maintenance Contracts	0	3,760	3,760	0		0
4135 Water	2,033	1,947	4,250	2,303		2,303
4146 St Pauls Gate Rental	72	72	80	8		8
4154 External Cleaning	0	2,920	4,500	1,580		1,580
Allotments :- Indirect Expenditure	<b>56,038</b>	<b>20,120</b>	<b>20,990</b>	<b>870</b>	<b>3,844</b>	<b>(2,974)</b>
<b>Net Income over Expenditure</b>	<b>9,945</b>	<b>9,711</b>	<b>(3,990)</b>	<b>(13,701)</b>		
Grand Totals:- Income	<b>65,983</b>	<b>29,831</b>	<b>17,000</b>	<b>(12,831)</b>		
Expenditure	<b>56,038</b>	<b>20,120</b>	<b>20,990</b>	<b>870</b>	<b>3,844</b>	<b>(2,974)</b>
<b>Net Income over Expenditure</b>	<b>9,945</b>	<b>9,711</b>	<b>(3,990)</b>	<b>(13,701)</b>		
<b>Movement to/(from) Gen Reserve</b>	<b>9,945</b>	<b>9,711</b>	<b>(3,990)</b>	<b>(13,701)</b>		

**Wokingham Town Council Strategic Principles 2023-2027**

**Being sustainable**  
Working to reduce our negative impact on our local environment, use our financial resources and physical assets efficiently and effectively.

**Involving everyone**  
Striving to ensure the council's events, activities and democratic processes are open, accessible, and welcoming to everyone in our community.

**Fostering town pride**  
Protecting, enhancing and celebrating what's good about our council, community, town and heritage.

**Enriching community**  
Creating and supporting opportunities to bring our community together and help it to thrive.

While not exclusively, the prime contribution of the Amenities Committee is towards “being sustainable”

- **Amenities**
- **Grounds & Bloom**
- **Buildings & Market**
- **Allotments**

Ref	Date Active	Item for Action	Action by	Proposed Completion Date	Status: Previous Progress Progress Update
176	20.05/24	Viking Field community orchard	GBO	Long-term project / TBC	Committee resolved for the installation to go ahead Preparations remain ongoing; currently waiting for confirmation of the project from WBC's legal team Open meeting held on 7 <sup>th</sup> February at the Town Hall. First orchard committee meeting currently being scheduled.
183	02.07/24	Play park equipment upgrade for older equipment	AO	On-going in FY24/25	FY24-25 Budget: £40,000 Budget awarded and various orders placed, parts and items replaced
184	02.07/24	Defibrillator for the Town Hall	AO	End Jan 2025	FY24-25 Budget: £3,000 Defibrillator purchased, delivered, awaiting public installation

**Wokingham Town Council's vision:**  
Wokingham Town Council embraces our past, celebrates our present and builds for our future.