



The Oakwood Centre, Headley Road, Woodley, Berkshire, RG5 4JZ
www.woodley.gov.uk

To: **Members of the Leisure Services Committee**

Councillors: D. Smith (Chairman) K. Charles Bey; Y. Edwards; D. Errawalla; M. Firmager; K. Gilder; R. Horskins; C. Jewell; M. Kennedy; V. Lewis;

NOTICE IS HEREBY GIVEN that a meeting of the Leisure Services Committee is to be held at the Oakwood Centre at 8:00pm on Tuesday 2 April 2024, at which your attendance is requested.

The Town Council reserves the right to record and broadcast this meeting. Anybody attending the meeting will, by virtue, consent to having their image and audio recorded for this purpose.

Kevin Murray
Town Clerk

AGENDA

1. **APOLOGIES**

2. **DECLARATIONS OF INTEREST**

To receive any declarations of interest from Members on agenda items.

3. **MINUTES OF THE MEETING HELD ON 16 JANUARY 2024**

To approve the minutes of the meeting of the Leisure Services Committee held on 16 January 2024 and for the Chairman to sign them as a true and accurate record. *(These minutes were provided in the Full Council agenda of 6 February 2024)*

4. **ACTIONS / FOLLOW UPS**

To review the actions and follow ups arising from previous meetings of the committee.

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5. **BUDGETARY CONTROL**

To note **Report No. LS 10/24.**

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6. **WOODFORD PARK LEISURE CENTRE, SPORTS DEVELOPMENT AND ACTIVITIES**
To receive **Report No. LS 11/24.** Page 9
7. **PARKS AND BUILDINGS**
To receive **Report No. LS 12/24.** Page 11
8. **YOUTH SUPPORT SERVICE TASK AND FINISH WORKING GROUP**
To note **Report No. LS 13/24** of the Youth Support Service Task and Finish Working Group meeting held on 26 February 2024. Page 14

There were no recommendations made at this meeting due to be considered by the Committee.

9. **COMMUNITY YOUTH PARTNERSHIP**
To note **Report No. LS 14/24** of the Community Youth Partnership meeting held on 14 March 2024. Page 16

Members are asked to consider the following recommendation/s made at this meeting:

- i. That the Leisure Services Committee amend the Community Youth Partnership's terms of reference as follows:
 - Section 5.2 d) & 5.4d) - remove reference to the Youth Project Fund and associated applications, whilst retaining the partnership's remit to consider ad-hoc project requests, as and when they arise, with funding recommendations made, via the Leisure Services Committee, to the Strategy & Resources Committee for approval.
 - Section 5.3 – add reference that, after apologies and declarations of interest, the first item on the agenda will be given over to discussions with any non-members of the partnership in attendance at the meeting.

Draft updated terms of reference at included at **Appendix 9.** Page 18

10. **3G PITCH STEERING GROUP SUB COMMITTEE**
To note **Report No. LS 15/24** of the 3G Pitch Steering Group Sub Committee meeting held on 19 March 2024. Page 20

Members are asked to consider the following recommendations made at this meeting:

- ◆ That the Leisure Services Committee approve an update to the 3G Pitch Steering Group's terms of reference (5.3 a) and b)) to include reference to the business plan, usage plan and football development plan being captured in the Council's 3G Pitch Management & Development Plan. **(Report No. LS 15/24 - Appendix A)** Page 23
- ◆ That the Leisure Service Committee approve the 3G Pitch Management & Development Plan 2024-25. **(Report No. LS 15/24 - Appendix B)** Page 25

11. **WPLC DEVELOPMENT TASK & FINISH WORKING GROUP**
To note **Report No. LS 16/24** of the Woodford Park Leisure Centre Development task & finish working group meeting held on 26 March 2024. Page 55

Members are asked to consider the following recommendations made at this meeting:
 - ◆ That the Leisure Services Committee consider approving the procurement of a structural survey of the sports hall, prior to proceeding with any required remedial works.
12. **FRIENDS OF WOODFORD PARK UPDATE**
To note the update provided from the Friends of Woodford Park, as set out at **Appendix 12.** Page 61
13. **CORONATION SEATING PROJECT**
To consider **Report No. LS 17/24.** Page 62
14. **OUTDOOR SPORTS HIRE RATES**
To consider **Report No. LS 18/24.** Page 66
15. **FUTURE AGENDA ITEMS**
To propose future agenda items for the Committee's consideration.
16. **PUBLICITY & WEBSITE**
To consider which items to publicise.

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ACTIONS & FOLLOW UPS FROM PREVIOUS MEETINGS

Meeting Date:		6 June 2023	
Minute	Action	Progress Update	Last Updated
7	Deputy Town Clerk to discuss with Amenities Manager possible solutions for overflowing bins on Sundays in Woodford Park.	Trial mixed recycling bins, providing larger capacity, introduced and working well. Bins will be rolled out across Council parks during the year.	26/03/23

Meeting Date:		5 September 2023	
Minute	Action	Progress Update	Last Updated
17	Officers to consider options for providing extra security, including the possibility of installing new bollards, a ditch or new locks, to further secure parks from future unauthorised encampments.	Amenities Manager currently sourcing appropriate drop bollards to be used at access points to Woodford Park.	02/11/23
17	Add potential re-installation of a 'graffiti wall' to the Council's projects list.	No progress.	02/11/23

Meeting Date:		7 November 2023	
Minute	Action	Progress Update	Last Updated
29	Create promotional video for new gym equipment at WPLC.	To be undertaken when Deputy Town Clerk is mobile again.	11/01/24
34	Consider options for improving play equipment at the Wheble Park, to be reported back to the Committee at the next meeting.	Discussed at S&R on 23 Jan 2024 (Minute 76) – resolved to contact RBC Council Leader to try to progress discussions regarding transfer of ownership of Wheble Park to WTC.	26/03/24

Meeting Date:		16 January 2024	
Minute	Action	Progress Update	Last Updated
50	Amend Youth Support Service task & finish working group Terms of Reference – add end date	COMPLETE ToR updated, with new version added to website on 17 Jan 2024.	26/03/24
51	Amend WPLC Development task & finish working group Terms of Reference – clarify 'Members' means 'Members of the Council', and add end date	COMPLETE ToR updated, with new version added to website on 17 Jan 2024.	26/03/24
51	To undertake a condition survey of WPLC.	COMPLETE Condition Survey took place on 5 March 2024.	26/03/24
52	For S&R to review the nature and purpose of the Youth Grant guidelines, approved in September 2023, in light of the P&C's referral of Annual Grant applications to LS for consideration under the Youth Grant budget	At their meeting held on 26 Jan 2024 (minute 75) S&R requested that Officers pull together a report proposing a method to streamline the grant process for all grants.	26/03/24
54	To apply for planning permission to extend the operating hours of the 3G pitch until 9.30pm on Tuesdays, Wednesday and Thursdays	COMPLETE Application submitted - approved by WBC on 18 March 2024	26/03/24
55	To install a reinforced grass pathway on the desire line path across the Memorial Ground (as included in the capital project list for 2023/24)	Installation planned for w/c 15 April 2024	26/03/24
56	For a report on the potential installation of paths at the northern end of Woodford Park to be provided at a future LS meeting.	An update is provided in the Parks & Buildings report, included in this agenda – a funding request is due to go to a future S&R meeting.	26/03/24
56	To introduce a directory of Community & Charity Groups in the area on the website.	Project planned to be undertaken by end of 2024	26/03/24

Once reported as complete, actions / follow ups will be removed from future reports.

**LEISURE SERVICES
COMMITTEE
BUDGETARY CONTROL**

Month 11 91.67%

2023/24

Report No. LS 10/24

EXPENDITURE	Revised Budget 2023/24	Actual Exp as at 28/02/2023	Actual Exp as at 29/02/2024	Actual Exp as % of Budget 2023/24	
Woodford Park LC & 3G pitch	438,369	328,736	373,522	85.21%	
Grounds Maintenance	53,323	49,084	47,925	89.88%	
Football	22,710	19,593	17,967	79.11%	
Cricket	14,655	12,407	15,976	109.01%	Staff costs & water rates over 92%
Bowling Green	14,655	12,407	15,976	109.01%	Staff costs & water rates over 92%
Woodford Park	48,540	44,947	44,323	91.31%	
Garden of Remembrance	8,403	6,974	9,628	114.58%	Staff costs & Horticultural supplies over 92%
Play areas and open spaces	15,975	12,565	16,849	105.47%	Staff costs & Horticultural supplies over 92%
Coronation Hall	36,032	24,338	24,704	68.56%	Gas costs uinder 92%
Chapel Hall	26,838	17,055	22,163	82.58%	
Allotments	22,550	13,142	26,051	115.53%	Staff costs, rent, repairs over 92%
Amenities	5,891	5,845	6,382	108.33%	Energy over 92%
Events	15,655	11,048	11,365	72.60%	
Public toilet	4,221	4,886	3,924	92.96%	Energy over 92%
Youth Services	35,000	0	25,760	0.00%	
TOTAL	762,817	563,027	662,515	86.85%	

**LEISURE SERVICES
COMMITTEE
BUDGETARY CONTROL**

Month 11 91.67%

2023/24

**Actual Inc
as % of
Budget
2023/24**

INCOME	Revised Budget 2023/24	Actual Inc as at 28/02/2023	Actual Inc as at 29/02/2024	Actual Inc as % of Budget 2023/24
Woodford Park LC & 3G pitch	373,604	371,906	465,029	124.47%
Grounds Maintenance	430	358	429	99.77%
Football	9,390	8,423	11,883	126.55%
Cricket	5,900	5,871	7,550	127.97%
Bowling Green	7,966	7,407	7,589	95.27%
Woodford Park	6,756	7,557	2,403	35.57%
Garden of Remembrance	1,300	2,390	1,244	95.69%
Play areas and open spaces	0	0	0	0.00%
Coronation Hall	35,000	35,519	34,310	98.03%
Chapel Hall	30,000	29,987	33,193	110.64%
Allotments	14,665	14,502	14,562	99.30%
Amenities	0	0	0	0.00%
Events	0	0	0	0.00%
Public toilet	500	297	231	46.20%
Youth Services	0	0	0	0.00%
TOTAL	485,511	484,217	578,423	119.14%
NET	277,306	78,810	84,092	30.32%

Strong income across Leisure Services. Partly impacted by VAT changes

Memorial seating at 26%

WOODFORD PARK LEISURE CENTRE, SPORTS DEVELOPMENT AND ACTIVITIES

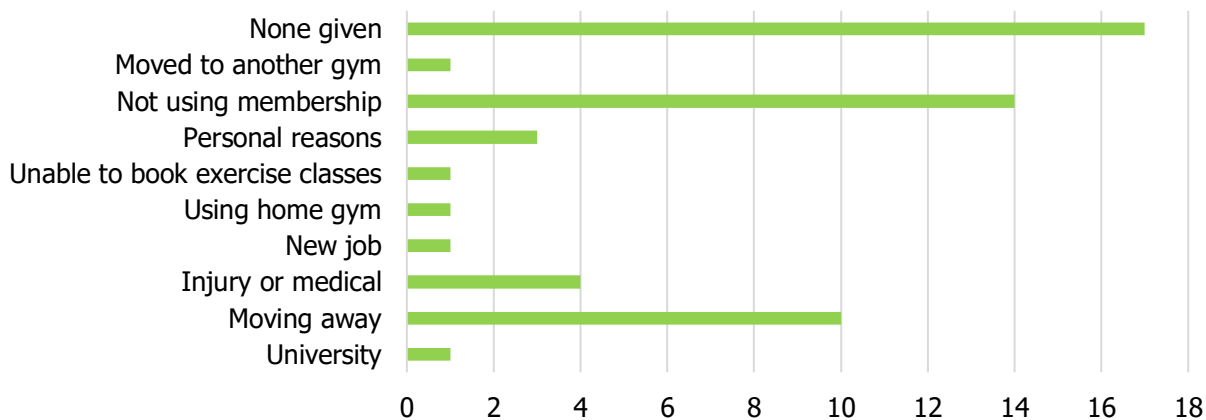
REPORT OF THE LEISURE SERVICES MANAGER

PURPOSE OF REPORT

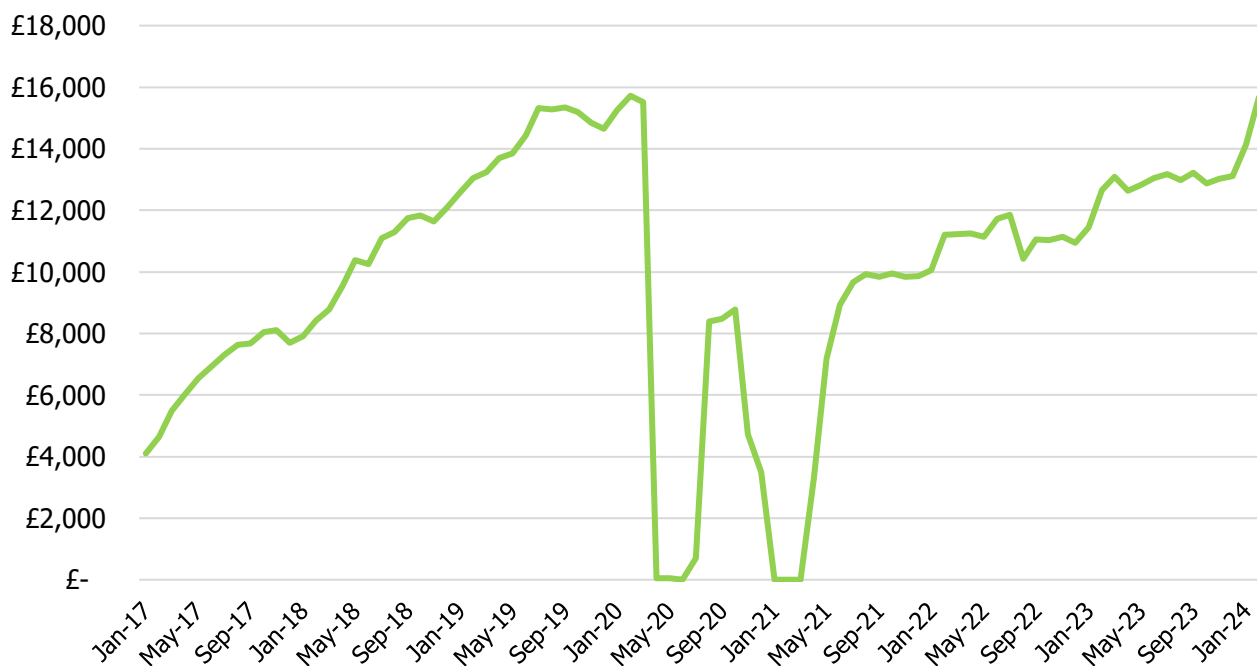
To inform and update Members on developments at Woodford Park Leisure Centre and The Gym on the Park.

Member Turnover

Through the period 10th January 2024 to 20th March 2024, we welcomed a total of 156 new members. Through the same period 53 members cancelled their memberships, the reasons for which are presented below:



Monthly Membership Income



Gym Equipment

A small group of our members have reported issues when trying to view Freeview television channels and listen to radio when using the new cardiovascular equipment in the gym. An engineer from the equipment provider was unable to fix the issue or identify its cause. A specialist audiovisual company was commissioned to assess the issues, and determined that the signal input and general back of house set up was not the reason for the loss of features. The issue has now been passed back to the equipment provider.

Exercise Classes

We are looking to add in two new sessions to our weekly group exercise timetable from early April following an increase in demand from our now much larger membership base. Many of our current sessions now run at full capacity with waiting lists also in place and it can be frustrating for members when they miss out on their favourite classes.

The two new sessions will be introduced as part of a new trial offering 'Flexi Classes'; the basic idea is that these classes run for a set period of time and then change with the seasons, allowing us to both keep the timetable fresh and also allow members and instructors some input into the type of classes that we offer.

Sports Hall Heating

The project to replace the heating system in the Sports Hall was completed in early March 2024. Through the three weeks it took to complete the works, the majority of bookings and sessions were able to run, albeit with reduced hall space and minor noise disruption.

3G Pitch Opening Hours

Planning approval for the revised 3G Pitch opening hours was received on Monday 18th March, granting permission for the pitch closing time to be extended from 9:00pm until 9:30pm on Tuesdays, Wednesdays and Thursdays.

Carnival Football

Early discussions have taken place with uSports who are looking to relaunch the annual school Carnival football tournament. uSports have an ambition to make the event bigger and better than ever and have identified Friday 7th June as a suitable date to host the tournament.

Sport In Mind & Sport England Filming Day

Each Monday, Sport In Mind run a regular badminton and table tennis session at Woodford Park Leisure Centre for individuals who are experiencing mental health problems. The session has become increasingly popular over the past six months and was chosen for a Sport England filming day that took place on Monday 18th March.

Paddling Pool

Initial works have taken place in order to prepare the paddling pool for opening on Saturday 25th May (the bank holiday weekend prior to May half-term).

Cricket Facilities Update

Further meetings have taken place with Woodley Cricket Club who are determined to improve the cricket facilities on offer at Woodford Park Leisure Centre ahead of the 2025 cricket season. This request is being discussed as part of the wider considerations for the development of the Leisure Centre by the WPLC Development Task and Finish Working Group.

RECOMMENDATIONS

- ◆ **That Members note the contents of the report.**

PARKS AND BUILDINGS

REPORT OF THE TOWN CLERK

Purpose of Report

To inform Members of matters concerning the Town Council's buildings and maintenance of the facilities.

Woodford Park Leisure Centre

Sports Hall Heating System

The installation is complete and the new heating system is in operation.

Wall repair

Some areas of blockwork walling in the viewing gallery are in need of repair/replacement. These have been temporarily barred off pending these works. The blockwork is aesthetic, not structural, and may be replaced with either new blockwork or plasterboard walling. Other areas of blockwork walling in the main sports hall area are also in need of repair or replacement and this will form part of the future planning for the centre, currently being considered by the WPLC Development Task & Finish Group.

Car Park Markings

All parking spaces, disability parking bays and footways have been re-marked with specialist paint and thermoplastic transfers. This work was carried out in house and funded from the Capital Programme.

Water bottle filling station

A new mains fed water bottle filling station will be installed in April. The robust unit will be located on the exterior of the building and available to the general public and users of the sports facilities.

Woodford Park

Play area damage

Vandalism damage to the climbing tower has been attended to and damaged panels replaced. There is a panel still needing to be replaced and this will be carried out later in the year when the Amenities Team will have a cherry picker unit on hire to access the high-level panel. The unit is safe and in use.

The rotating swing is currently out of use and pending repair, while we establish from the manufacturer exactly what is required.

Memorial Ground Path Matting

Installation of the ground reinforcement matting is scheduled to commence on 15 April. The works will be carried out in house and will take 1 to 2 weeks to complete.

Rainwater harvesting

A pump has been installed on the water harvesting tank adjacent to the Oakwood Centre to enable the use of a hose pipe rather than just watering cans. The rainwater is used by the Friends of Woodford Park to water the shrub beds in and around the Rotary Garden.

Garden of Remembrance

A water trough will be installed in the coming week to provide water for visitors to the garden who wish to water shrubs. The trough does not have a water supply but will be filled periodically using harvested rainwater from the grounds yard.

Memorial Seating and trees

Two memorial benches and one memorial tree will be installed in the coming weeks.

Tree removal

Six poplar trees were removed from the grounds yard area. These trees were very large and presented a safety concern due to their condition and proximity to public areas and the grounds yard buildings. The logs from these trees will be used on site to provide habitat for bugs.

Bowls Green

The green has been prepared through the winter, ready for the start of the season on April. The grass condition is greatly improved from last season, having been managed in a different way. The new irrigation system will be utilised this year to maintain the green through the summer months.

Wild flowers

The wild flower areas have been seeded - with additional areas around the lake and preschool seeded this year.

Coronation Hall entrance

The shrub bed at the front of the car park has been cleared pending planting of new shrubs and hedging.

Pathway around sports pitches

The potential for a project to install a pathway around the sports pitches from Eynsham Close – along the north and eastern boundary, has been suggested previously by Members and the Friends of Woodford Park. Initial enquiries indicate an approximate cost of £70,000. This will be presented to the Strategy and Resources Committee for consideration for potential future funding.

Allotments

The waiting list is currently 78 prospective tenants. There are 30 vacant plots currently being allocated to these prospective tenants.

Tenants Committee

Meetings between officers and representatives of the Tenants Committee have resumed, following a period of uncertainty regarding the level of support that the committee may be able to provide going forwards. The Committee has confirmed that it is able to resume carrying out plot inspections and the process has been reviewed to ensure that the volunteers are supported.

The Tenants Committee AGM took place on 25 March and was attended by the Town Clerk and Amenities Manager, to provide updates on various allotment matters.

Bonfires consultation

As part of the consultation regarding the Council's decision to prohibit bonfires at the site from January 2025, all tenants will be asked to take part in a survey to help quantify the number tenants who have bonfires on their plot, how frequently etc, so that we can better assess the impacts of this.

Roadways

Many areas of the roadways around the site are in poor condition. Historically the roadways were patch repaired annually by a group of tenant volunteers, using donated materials and with support from the Town Council. This process has not happened over the last few years following the death of the then committee Chairman, who was the organiser of the work. A more permanent solution is required to provide roadways of an adequate standard.

Officers have received quotes for levelling, re-laying with stone and compacting. This will provide a long-lasting surface that can be easily maintained. The cost will be approximately £20,000 – including the labour, materials and tractor attachment for ongoing maintenance. A report will be submitted to the Strategy and Resources Committee to request the re-designation of funds held in an unused earmarked reserve, for this purpose.

Recommendations

- ◆ **That Members note the contents of the report.**

Woodley Town Council

Report of a virtual meeting of the Youth Support Services Task & Finish Working Group held on Monday 26 February 2024 at 7.00pm

Present: Councillors: K. Gilder (Chairman); Y. Edwards; M. Firmager; M. Kennedy;

Officers present: M. Filmore, Deputy Town Clerk;

Also present: Ted and Siddharth (Members of WBC Youth Council)

1. APOLOGIES

No apologies for absence were received from members of the working group. Apologies for absence were received from S. Outen, a voluntary sector member on the Community Youth Partnership.

2. DECLARATIONS OF INTEREST

There were no declarations of interest made by Members.

3. YSS WORKING GROUP MEETING – 20 DECEMBER 2023

Members noted the report of the Youth Support Service working group meeting which took place on 20 December 2023.

4. WBC YOUTH COUNCIL MEMBERS

The Deputy Town Clerk explained that Ted and Siddharth, young people who are members Wokingham Borough Council's Youth Council, had agreed to join the call to provide their insight and opinion into the Council's youth support service project.

On the question of what they felt young people in the area wanted, with regards to youth provision, Ted explained that he felt there was not much access to youth clubs, especially those that are affordable to all. He explained that whilst younger age groups were well catered for, provision was less available for those aged around 14 and 15. When asked what exactly young people might be looking for in a venue, Ted said he thought it would be somewhere to drop in, possibly have snacks and a coffee, and just hang out and chat with friends.

Cllr Kennedy asked if the perceived problem of anti-social behaviour, i.e. young people hanging around the precinct and causing trouble, was a reality. Ted said he did see a log of young people going around, committing anti-social behaviour, and felt this was because they had no other more productive outlet.

Siddharth suggested that, if the Council were looking at providing a drop-in style centre, it would be beneficial to offer or promote volunteering and community service opportunities to the young people attending. He said this would provide those people who attend the opportunity to gain volunteer work experience which would be good for their CVs.

Both Siddharth and Ted said it was important that the centre should be an informal setting, as if the setting is too formal this would put young people off.

In terms of the potential to brand the space as a Youth Café, Ted said he felt that, if this was the case, it would need to be affordable, and marketed as such.

In response to a concern raised that a youth centre provision might not be used by the Council's targeted audience – those young people who don't normally access youth provisions – Ted said it would be important to advertise it sufficiently through schools. Both Ted and Siddharth said the venue would be better if it attracted and was attended by a wide range of young people.

Following a query, both Ted and Siddharth suggested hosting such a venue in an existing council building might alienate young people who already have an aversion to places connected with authorities; whereas the use of a commercial premises in the town centre might be more attractive.

In response to the suggestion that the Town Council may consider setting up a Youth Town Council, Siddharth said it would be good to get young people involved as you can get new ideas and input from those more connected to young people.

5. BERKSHIRE YOUTH PROPOSAL

Members considered the proposal from Berkshire Youth to undertake a youth engagement project on behalf of the Council. It was noted that the proposal not only included provision of a survey, but also six outreach sessions and two holiday activities.

RESOLVED:

- ◆ To proceed with Berkshire Youth's proposal to undertake a youth engagement project on behalf of the Town Council, at a cost of £4,644.52; to be funded from the £5,000 youth survey budget.

6. ACTION PLAN

Members worked through the Action Plan, with the Deputy Town Clerk providing details of the updates provided in the agenda pack.

It was noted that a future meeting of the group should concentrate on Term of Operation H, with regards to how the Council might give young people stronger voices at local community and local government levels. It was commented that questions regarding this should be included in the youth survey.

The meeting closed at 7.49 pm

Woodley Town Council

**Report of a meeting of the Community Youth Partnership held on
Thursday 14 March 2024 at 5.00pm**

- Present:** *Councillors: K. Gilder (Deputy Chairman); D. Bragg;
Voluntary Sector: T. Farrance; G. Sumbler*
- Officers present:** *K. Murray, Town Clerk; M. Filmore, Deputy Town Clerk;*
- Also present:** *Thames Valley Police (TVP): Sgt S. Botham; PCSO C. Towse*

1. APOLOGIES

Apologies were received from volunteer sector representative S. Outen.

2. DECLARATIONS OF INTEREST

There were no declarations of interest made by Members.

3. TERMS OF REFERENCE

Members worked through the partnership's terms of reference document.

In relation to the membership of the partnership, the Deputy Town Clerk advised that invites to meetings were now being sent to Thames Valley Police and Wokingham Borough Council (WBC) Youth Councillors, via WBC's Child Friendly Project Officer.

Members noted the document refers to consideration of applications for the Council's Youth Project Fund (items 5.2 d) and 5.4 d)). The Town Clerk confirmed that no such applications had been received for a number of years. In 2023/24, the £3k budgeted for this fund was transferred to a specific Youth Grant fund, along with £27k budgeted for a youth service SLA. The Deputy Town Clerk advised that this was a decision relating to the 2023/24 budget only, with most of the grant funding now awarded to various applicants.

The Town Clerk advised there was no budget for the Youth Project Fund in 2024/25. However, he explained that the partnership could recommend particular projects for funding, if they arise, which would then need approval via the Strategy & Resources Committee. In light of this, Members recommended that the terms of reference be amended to remove specific reference to the Youth Project Fund and any associated applications, whilst still retaining wording which allows the partnership to consider any ad-hoc project funding.

It was also recommended, in light of meeting invitations being extended to people such as WBC's Youth Councillors, the terms of reference should include that the first item on the agenda, after apologies and declarations, will always be given over to discussions with non-members of the partnership.

RECOMMENDATION

- ◆ That the Leisure Services Committee amend the Community Youth Partnership's terms of reference as follows:
 - Section 5.2 d) & 5.4d) - remove reference to the Youth Project Fund and associated applications, whilst retaining the partnership's remit to consider ad-hoc project requests, as and when they arise, with funding recommendations made, via the Leisure Services Committee, to the Strategy & Resources Committee for approval.
 - Section 5.3 – add reference that, after apologies and declarations of interest, the first item on the agenda will be given over to discussions with any non-members of the partnership in attendance at the meeting.

4. YOUTH SUPPORT SERVICE WORKING GROUP

Members noted the reports from previous meetings of the Youth Support Service working group. It was noted that the group has met four times to date, although the regularity of meetings was expected to reduce during the next 5 to 6 months whilst Berkshire Youth conduct a youth engagement project, as recommended by the working group, on behalf of the Council.

5. YOUTH PROVISION IN WOODLEY

T. Farrance gave an update on Bulmershe Gymnastics, to confirm that the club has nearly 1,000 members, and provides gymnastics for all ages, from walkers to adults.

G. Sumbler advised that Woodley Baptist Church have re-started their Friday evening youth group for Year 7 children, with average attendance around 40-45 per week. He advised that they are having difficulty sourcing volunteers, but they're able to scrape by. A youth club for younger, junior school aged children, is also in operation, with attendance from around 70 children. He also advised that the church were seeking to run more family based activities on weekends, and recently ran a big breakfast event which was attended by around 50 people.

Following a query, G. Sumbler advised that their safeguarding policy requires a staff to child ratio of 1 to 10.

TVP provided members with an update on the issue of eScooters and eBikes, and associated anti-social behaviour (ASB). They advised that they have now moved from a phase of education to enforcement, with around 3 to 4 eScooters confiscated in the past 6 weeks. They confirmed that offenders were of all ages, including adults, and not just children and young people.

TVP advised that they face increased ASB incidents during the period between schools finishing, at around 3pm, and 6/6.30pm, when parents have finished work and children are expected to be at home. They advised that most incidents were considered to be low level ASB, such as causing nuisance in shops, including being abusive, low-level shoplifting, and vape smoking. They said they rarely encounter issues with young people drinking alcohol anymore.

The Town Clerk commented that the Town Council had also witnessed a rise in incidents such as vandalism and graffiti in parks, with this appearing to be caused by young people. TVP confirmed this was increasing across the area, although they did not know why.

The meeting closed at 5.41 pm

COMMUNITY YOUTH PARTNERSHIP

VERSION	DATE	AMENDED?	COMMENTS
1.0	25.08.20	No	Original Version
1.1	15.11.22	Yes	LS (15/11/22) approved to increase no. of Councillor members from 4 to 5.
1.2	28.02.23	Yes	Membership increased from 5 Councillors to 6 at FC (28.02.23)
1.3	16.05.23	Yes	FC approved the reduction of places from 6 to 4
1.4	15.03.24	Yes	CYP recommended removal of reference to Youth Project Fund – 5.2 d) / 5.4 d) & addition of 5.3 d)

- 1. TYPE OF COMMITTEE** => Partnership
- 2. PARENT COMMITTEE** => Leisure Services Committee
- 3. 6 MONTH MEETING RULE VALID (see 6.1.k)**
 - a. NO
- 4. SIZE** => 4 Councillors; up to 10 representatives of Voluntary Sector organisations who work with young people.
- 5. DUTIES AND POWERS**
 - 5.1.VOTING RIGHTS**
 - a. All members of this Partnership have equal rights to vote.
 - 5.2.OVERALL PURPOSE**
 - a. To provide an opportunity for the exchange of information on youth services and activities in Woodley Town.
 - b. Engender good working relationships between providers of youth services and activities in Woodley Town.
 - c. To enable and / or be involved in joint projects and plans to improve services and support to Woodley's young people.
 - d. To consider and make recommendations on ~~applications to the Town Council's Youth Project Fund~~ **funding for ad-hoc youth projects, as and when they arise.**
 - e. Chairmanship of the partnership will be held by a voluntary sector representative. The Vice Chairman will be held by a town Councillor. Agendas for meetings of the partnership will be set jointly by the Chairman and Vice Chairman.
 - 5.3.MEETINGS**
 - a. Meetings of the working party shall take place at least quarterly.
 - b. Representatives from other organisations working with or providing services and activities for young people in Woodley and other interested parties, as agreed by the working party, will be invited to each meeting of the working party.

- c. Officers will be in attendance at all meetings.
- d. After apologies and declarations of interest, the first item on the agenda will always be given over to discussions with any non-partnership members who have been invited to attend the meeting.

5.4. TERMS OF OPERATION

- a. To liaise with organisations and bodies providing services and activities for young people in Woodley.
- b. To receive information on activities and services to young people in the town from youth service providers.
- c. To receive and consider representations and proposals from young people and representatives providing services and activities for young people and make any recommendations to the Leisure Services Committee, Council or any other relevant Committee or organisation, as appropriate.
- d. To receive and consider applications to the **the provision of funding for ad-hoc** youth projects ~~fund~~ held by the Town Council and make any recommendations on those to the Leisure Services Committee.
- e. To be part of a network of providers of youth services and activities and encourage exchanges of information and joint working, where appropriate.
- f. To take part in joint projects to make provision for and support young people.
- g. To take any relevant matters forward, as agreed by the working party, to the appropriate body or organisation.
- h. To consider any other matters relating to young people in Woodley.
- i. To make any recommendations outside the working party's remit to the Leisure Services Committee.
- j. To provide reports of meetings held to the Leisure Services Committee.

Woodley Town Council

**Report of a virtual meeting of the 3G Pitch Steering Group held on
Tuesday 19 March 2024 at 8pm**

Present: *Councillors D. Bragg; (Chairman); M. Firmager; V. Lewis; J. Taylor;*

Officers present: *K. Murray – Town Clerk; M. Filmore – Deputy Town Clerk;
E. Whitesmith – Leisure Services Manager*

Other representatives: *M. Rozzier – Woodley United
R. Rodway – Woodley Wanderers
K. Sutton – Berks & Bucks FA*

1. APPOINTMENT OF CHAIRMAN

Following due nomination, it was

RESOLVED

- ◆ To appoint Councillor Bragg as the Chairman of the 3G Pitch Steering Group for the remainder of the 2023/24 municipal year.

2. APOLOGIES

There were no apologies for absence received from members of the steering group.

3. DECLARATIONS OF INTEREST

There were no declarations of interest made by Members.

4. TERMS OF REFERENCE

Members noted the steering group's terms of reference, provided as part of the agenda.

It was agreed that terms of operation 5.3 a) and b) should be updated to reflect that the business plan, usage plan and football development plan referred to are now contained in the 3G Pitch Management & Development Plan.

No member was aware, nor had a copy of the partner clubs' service level agreement referred to in the terms of reference. The Leisure Service Manager advised the SLA may have been part of the original funding application, and K. Sutton agreed to look into this.

RESOLVED:

- ◆ K. Sutton to seek out original service level agreement documents.

RECOMMENDED:

- ◆ That the Leisure Services Committee approve an update to the 3G Pitch Steering Group's terms of reference (5.3 a) and b)) to include reference to the business plan, usage plan and football development plan being captured in the Council's 3G Pitch Management & Development Plan. **(Appendix A)**

5. 3G PITCH MANAGEMENT & DEVELOPMENT PLAN 2024-25

Members discussed the new 3G Pitch Management & Development Plan.

It was noted there was a typographical error on the 2024/25 budgeted total income, which should read £85,208.

The Town Clerk confirmed the Council would get updated quotes for the replacement of the pitch surface and would make appropriate adjustments to money placed in the earmarked reserve to ensure sufficient funds to cover the replacement when due.

In relation to the cancellation policy in the terms and conditions of hire, it was suggested that 21 days' notice was too long for partner clubs, who may need to cancel with less notice due, for example, to matches being organised. The Leisure Service Manager advised the terms and conditions cover all leisure facilities at the leisure centre. He stated that a shorter notice period, around 14 days, would not present any issues, but anything shorter might be taken advantage of by certain hirers. It was also noted the cancellation period was to protect income from the pitch. It was agreed Council Officers would review this.

Members noted that planning permission to extend the operating hours of the pitch by 30 minutes on Tuesdays, Wednesday and Thursday, had been approved on 18 March 2024. The Leisure Services Manager advised he would hold discussions with partner clubs as to how to utilise this time, suggesting it would be ideal to move earlier bookings forward and push later bookings back to create a new 1 hour slot. R. Rodway suggested sessions starting prior to 6pm would prove difficult to fill by partner clubs and suggested it might be better to consider creating a new 90 minutes session.

Cllr Bragg requested consideration be made to installing a timer for the floodlights so they automatically turn off 30 minutes after the last session, highlighting that a number of residents of Farriers Close had raised concerns about lights being left on. The Leisure Services Manager advised this had been monitored since the issue was raised at the last meeting and there had only been four occasions when this had happened since June 2023; 3 due to injuries, with lights remaining on until ambulances arrived, and once due to staff error. Under the current manual process, staff turn off six of the eight flood lights three minutes after the end of the final session, leaving the last two lights on for users to leave safely. M. Rozzier suggested that, were lights to remain on for 30 minutes, users would take advantage and continue to play until the last possible moment.

K. Sutton highlighted that, according to the pitch condition report, only 258 hours of maintenance had taken place, which was given a red RAG rating. The Leisure Services Manager advised the report was based on an 11-a-side pitch when the pitch was 9-a-side. He suggested the main impact on maintenance is the availability of staff, but it is also difficult during the summer when the pitch is busier during the day. It was noted the rubber crumb infill looked to be in good condition. The Leisure Services Manager highlighted two areas of the pitch, around the respective penalty areas, where visible repairs had taken place; both partner clubs advised this was not uncommon with similar pitches in the area.

With regards to health and safety, the Leisure Services Manager requested that partner clubs report serious injuries to him so he can be aware.

With regards to the action plan, it was agreed to remove action 1.8, relating to the enhancement of local 5v5 adult provision. The Leisure Services Manager advised that any free evening slots which occur are ad hoc, and would be offered first to partner clubs. It was also noted 5v5 adult provision was well catered for at other local sites, including Goals.

In relation to parking issues on Saturday mornings (action 1.10) it was noted that Wokingham Borough Council were reviewing the Council's request to implement parking restrictions on Haddon Drive. It was suggested that, if introduced, parking issues would simply move to other local roads. Cllr Taylor recommended this be referred to the Cycling & Walking task & finish working group for consideration.

It was commented that requiring grass pitches to be maintained to a high standard (action 4.2) may be irrelevant to the Plan. K. Sutton advised that newer funding agreements require surrounding grass pitches to be maintained. She agreed to review this and report back.

Returning to the Development Plan, Members agreed that wording contained in the Bookings section, relating to vacant weekday sessions, should be updated to state the Council would not actively seek to fill those slots as there was little to no demand for the use of 3G pitch during those hours, but noting this was not a concern as bookings, and income, were strong at all other times.

RESOLVED:

- ◆ Leisure Services Manager to consider reducing cancellation notice period.
- ◆ To amend the wording in the Bookings section of the Development Plan to state the Council would not actively seek to fill those slots as there was little demand for the use of 3G pitch during those hours, but that this was not a concern as bookings, and therefore income, were strong at all other times.
- ◆ To remove action 1.8 from the action plan, as captured in the 3G Pitch Management & Development Plan.
- ◆ To refer the matter of parking at Woodford Park Leisure Centre on Saturday mornings to the Cycling & Walking task & finish working group for consideration.
- ◆ K. Sutton to assess whether requirement to maintain grass pitches is a requirement under the 3G Pitch funding agreement.

RECOMMENDED

- ◆ That the Leisure Service Committee approve the 3G Pitch Management & Development Plan 2024-25. **(Appendix B)**

6. PITCH OPERATING HOURS

As previously highlighted, Members noted that the Council had submitted an application to extend the operational hours of the pitch by half an hour, until 9.30pm, on Tuesday, Wednesday and Thursday evenings (Planning Application Ref: 240213), and that the application was approved by Wokingham Borough Council on 18 March 2024.

7. MAINTENANCE OF CURTAINS / NETS

The Leisure Services Manager advised he was looking into the replace of the four curtains which divide the pitch – with quotes suggesting this would be around £2k. It was noted these had not been replaced in the 8 years since the pitch was installed.

It was noted that replacement of goal nets was a bigger problem. The Leisure Services Manager advised that one of the 9-a-side nets was replaced last year and, within 8 weeks, the net was deemed to be beyond repair. It was noted this was mainly due to the way the goals are moved around the pitch, sometimes with the net being pulled or getting caught, and also by players smashing balls into the net during sessions. Members noted additional budget had been set aside for net replacements during 2024/25.

It was highlighted that one option to prevent damage might be to chain the 9-a-side goals, so they could only be moved to their pitch position and then back into their bays. The Leisure Services Manager advised he would trial this.

Partner clubs noted that, after 8 years, this was likely to be the second generation of players using the pitch, and that additional instruction as to how to appropriate look after the facility may be needed. The Leisure Services Manager advised he could provide time for clubs to visit the facility with new members, prior to the next season, to achieve this.

8. OTHER MATTERS

There were no other matters raised by members.

Meeting closed at 9.14 pm

3G PITCH STEERING GROUP SUB COMMITTEE

VERSION	DATE	AMENDED?	COMMENTS
1.0	25.08.20	No	Original Version
1.1	20.01.22	Yes	Re-titled 'Sub Committee'
1.2	10.05.22	Yes	Change to frequency of meetings – from three times per year to once per year.
1.3	28.02.23	Yes	Membership increased from 3 Councillors to 4 at FC (28.02.23)
1.4	19.03.24	Yes	Recommended additional reference to new Management & Development Plan document by steering group (19.03.24)

1. TYPE OF COMMITTEE => Sub Committee

2. PARENT COMMITTEE => Leisure Services Committee

3. 6 MONTH MEETING RULE VALID (see 6.1.k)

a. NO

4. SIZE => 4 Councillors;

It is also a requirement of the Football Foundation that the membership include one representative of the Berks and Bucks FA, one representative from the Reading Community Trust and one representative from each of the Partner Clubs.

5. DUTIES AND POWERS

5.1 OVERALL PURPOSE

a. The steering groups role is to monitor and review delivery of the financial, usage and football development performance of the 3G AGP at Woodford Park Leisure Centre and to provide this information to the Football Foundation.

5.2 MEETINGS

a. The steering group shall meet at least once each year. Additional meetings may be organised, as appropriate and necessary.

b. Meetings of the group shall be chaired by one of the Elected Members from Woodley Town Council as the grant holding organisation.

c. Members from the partner clubs may send a representative if they are unable to attend a meeting.

d. Officers will attend the meetings of the working party, as appropriate.

5.3 TERMS OF OPERATION

a. To monitor and report on the financial performance of the 3G pitch in line with the business plan, usage plan, football development plan, **as contained within the Council's 3G Pitch Management & Development Plan**, and partner clubs service level agreement.

- b. To monitor and report on the football development in relation to the 3G pitch, in line with the business plan, usage plan, football development plan, **as contained within the Council's 3G Pitch Management & Development Plan**, and partner clubs service level agreement.
- c. To report the minutes of each meeting to the Leisure Services Committee and the Football Foundation.
- d. To ensure that the 3G AGP remains on the FA register and is maintained in accordance with the Football Foundation Guidelines.
- e. To ensure that the required annual monitoring and evaluation questionnaires are completed and returned to the Football Foundation.

DRAFT



3G Pitch Management & Development Plan 2024-25

DRAFT

Version	0.1 – FIRST DRAFT
Created by	Ed Whitesmith – Leisure Services Manager Matthew Filmore – Deputy Town Clerk
Date approved	

1. BACKGROUND

The 3G pitch ('the pitch'), located at Woodford Park Leisure Centre, was opened on 3 June 2016.



Funding for the installation was provided by means of a Football Foundation capital grant (£277,200) and a Public Works Loan Board loan (£255,000).

The Football Foundation's grant conditions require the following over a 21-year period from the date of acceptance of the grant (full details are contained in the Acceptance of Grant Contract):

- ◆ List the pitch on the FA 3G Football Turf Pitch Register, and maintain this registration through approved pitch testing and certification.
- ◆ Keep the facilities and equipment in good repair.
- ◆ Maintain appropriate insurance cover for the facility and its operation.
- ◆ Take into account and make appropriate provision for the enjoyment of the facility by people with disabilities.
- ◆ Charges to the public not to increase by beyond any increase in the Retail Price Index from the date the grant application was approved by the Foundation board.
- ◆ Display appropriate signage reflecting the grant received from the Football Foundation.
- ◆ Officially acknowledge the support of the Football Foundation in all publicity materials referring to the facility.
- ◆ Operate the facility in accordance with the Management Plan (encompassing the Development Plan and Business Plan).
- ◆ Provide usage information to the Football Foundation as requested.
- ◆ Keep properly audited accounts relating to the operation of the facility.

The Council must undertake satisfactory financial planning to ensure sufficient funds are available to maintain the pitch for the duration of the 21-year period.

The Council's objectives for the pitch are:

- ◆ To provide facilities that will attract new players, allow progression and advancement of playing standards
- ◆ To make facilities accessible to all, regardless of age, ability and ethnicity
- ◆ To assist with the development of the local workforce, including coaches, officials and volunteers
- ◆ To maintain the quality of both local playing facilities and equipment

This document sets out the Council's Management Plan, an annual summary, and the Development Plan.

The Management Plan sets out the processes the Council will follow with regards to the day-to-day management and maintenance of the pitch.

The Development Plan sets out what the Council intends to do in future to continue to meet the requirements of the funding agreement, and to optimise the use of the pitch.

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2. MANAGEMENT PLAN

Finance

On an annual basis, the Council will transfer £12,000 into an earmarked reserve for the replacement of the pitch surface at the end of its lifecycle.

At the point of installation, the lifecycle of the pitch was anticipated to be 10 years, with the cost of replacement estimated to be £120,000.

Separate funds are allocated annually against a specific budget for repairs and materials for the pitch.

Any supplementary funding required for additional maintenance or capital investment / replacement equipment will require approval from the Council's Strategy & Resources Committee.

Hire Rates

Hire rates will be reviewed annually by Council Officers, before formal approval by Full Council as part of the overall budget setting process.

As part of the review process, comparative charges will be ascertained for similar venues and facilities in the local area, with competitive and fair prices then set.

Operational Hours

The pitch operates from 9am each day, until 9pm on weekdays, and 6pm on weekends.

Bookings

Hirers will be required to complete a standard centre booking form for all to be invoiced bookings.

Casual ad-hoc hirers, where possible, will be asked to complete a booking form, but this may not always be required at short notice.

Hirers will be directed to the Council's [General Data Privacy Notice](#) for information on how the Council will manage their data, with all data processed in line with the Council's [Data Protection Policy](#).

Hirers will be provided with the standard terms and conditions of hire, including cancellation policy, at the point of booking (**Appendix A**).

Maintenance

In-house maintenance will be completed twice a week; including use of the tractor to drag brush the surface / application of additional rubber crumb.

Goals, goal nets and dividing curtains will be repaired, as and when required.

Loose litter will be cleared from the pitch daily, with bins emptied as and when required.

An external maintenance contract will be maintained throughout the lifecycle of the pitch, providing six maintenance visits per year, providing a power sweep, decompaction and perimeter vegetation treatment. The external maintenance provider will be required to provide an annual report, highlighting areas that need attention or repair, which will then be actioned as appropriate.

The Council will ensure the pitch is included on the FA's approved 3G Pitch register, ensuring the testing and accreditation process takes place as required.

Health & Safety

Users will be advised to report all incidents, including accidents and injuries, to centre staff. When notified, centre staff will complete an incident report, with reports maintained on site.

Two appropriately stocked first aid kits will be maintained in the leisure centre reception at all times, where telephones are also located.

The centre will ensure at least one qualified first aider is on site at all times to support clubs, coaches and pitch users if required.

An external defibrillator is available at the pitch, funded via the Premier League Defibrillator Fund. A second defibrillator is located behind the leisure centre reception alongside the first aid kits.

A risk assessment will be maintained for the pitch, which will be reviewed annually.

Safeguarding

The Council maintains a safeguarding policy, and Council staff working with children and young people undertake annual child protection training.

Where partner clubs and organisations hire the pitch for use by children and young people, responsibility for safeguarding lies with those clubs / organisations.

Contact

Leisure Centre staff will be on site at all times when hirers are using the pitch.

Day to day responsibility for the management of the pitch lies with the Leisure Services Manager, who will provide an update report at each of the Council's Leisure Services Committee meetings.

3. ANNUAL SUMMARY (as at March 2024)

Finance

As at 1 April 2024, the earmarked reserve for the replacement of the 3G pitch surface stands at £96,000.

The most recent income and expenditure figures, including the budget for 2024/25, are as follows:

WOODFORD PARK LC	2022/23	2023/2024	2023/2024	2024/2025
INCOME	Actual	Budget	Revised Est	Budget
3G Pitch ots	£72,568	£65,762	£74,932	£85,208
Total	£72,568	£65,762	£74,932	£85,208
EXPENDITURE				
3G Repairs and Maintenance	£1,963	£2,100	£2,592	£2,600
3G Equipment Costs	£1,200	£2,800	£2,610	£2,950
WPLC 3G Pitch Sinking Fund	£ -	£12,000	£12,000	£12,000
Total	£3,163	£16,900	£17,202	£17,550
Net	£69,405	£48,862	£57,730	£67,658

Hire Rates

The following hire rates for 2024/25 were approved by Full Council on 6 February 2024:

	01/04/23 – 31/03/24	01/04/24 – 31/03/25	Increase	
Peak (full pitch)	£98.00 p/h	£100.00 p/h	£2.00 p/h	2.00%
Off Peak (full pitch)	£71.00 p/h	£73.00 p/h	£2.00 p/h	2.80%
Peak (5-a-side)	£41.00 p/h	£42.00 p/h	£1.00 p/h	2.40%
Off Peak (5-a-side)	£28.00 p/h	£29.00 p/h	£1.00 p/h	3.60%
Community (5-a-side)	£21.00 p/h	£21.50 p/h	£0.50 p/h	2.40%

Bookings

The current usage plan for 2024 is included at **Appendix B**.

Maintenance

The current external maintenance contract is with Technical Surfaces. The contract is due for renewal in June 2026.

The most recent condition report was completed in June 2023 (**Appendix C**) which confirmed the pitch is considered in good condition for its age. Two areas of damage were highlighted as a result of general wear and tear; both were repaired in November 2023 at a cost of £595.

In house repairs to the dividing curtains and goal nets took place in early March 2024, although dividing curtains are close to being beyond repair. The replacement and repair of goal nets is an ongoing issue, with new nets on the larger goals only lasting approximately four to six weeks before being torn.

The pitch's current testing certification expires in May 2025.

Health & Safety

The risk assessment (**Appendix D**) was last reviewed in February 2024; no current high-risk items were identified.

Statistics are not available for the number of incidents reported, but the number is low.

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4. DEVELOPMENT PLAN

Finance

Should the Council continue transferring £12,000 per annum into an earmarked reserve for the replacement of the pitch surface, it is envisaged that, at the end of the lifecycle of the surface, the earmarked reserve will be below that of the full cost of replacement.

During 2024/25, the Council will obtain a current market estimate for the cost of replacing the pitch surface. Based on this estimate, and accounting for potential future price increases, the Council will re-assess and consider adjusting payments made to the earmarked reserve in future years with the intention of the reserve covering the entire cost of replacement.

If, at the end of the lifecycle of the pitch surface, additional funding is required, this will need to be met by the Council. At the end of the 2024/25 financial year, the Council's general reserve is budgeted to be £506,680.

Operational Hours

Following demand from partner clubs for additional use of the pitch during weekday evenings, the Council has applied for planning permission to increase the operational hours of the pitch until 9.30pm on Tuesdays, Wednesdays and Thursdays.

Bookings

The usage plan indicates capacity on the pitch during weekdays between 9am and 4pm. This is because there is little to no demand for these time slots. Due to low demand, the Council does not intend to actively seek out potential hirers to fill these slots, but this does not present a financial concern as pitch bookings, and resultant income, is strong at all other times, and more than sufficient to ensure the Council does not fail to maintain the pitch to the required standard in line with the funding agreement.

Maintenance

There is a desire to increase the time allocated to in-house maintenance to optimise the longevity of the surface; this will be dependent on securing additional staffing resource.

Quotes are being gathered for the full replacement of the dividing curtains.

Health & Safety

Hirers will be reminded to report pitch incidents.

Pitch Objectives

To meet the objectives of the pitch, the Council has developed an Action Plan; an update plan is included at **Appendix E**.



TERMS AND CONDITIONS

1. Application

All applications for the hire of any facility / venue must be made in writing using the official Application Form, which shall be read and construed with these Terms and Conditions and form part of the contract between the hirer and Woodley Town Council. The hirer must be 18 years of age or over and able to provide proof of Woodley residency or registered charity status where appropriate.

2. Booking Confirmation

Bookings are not considered confirmed until either full payment has been made for the hire of the facility / venue or until an invoice has been raised by the responsible officer.

3. Deposits

The responsible officer will confirm when the booking form has been received whether or not a damage deposit is payable at the time of booking. The responsible officer will confirm the value of the required deposit. The deposit will be returned in the form of a BACS payment or cheque providing no damage has been caused to Council property during the booking. The whole deposit or a proportion of may be withheld in the event of:

- Any damage being caused to Council property during or as a result of the booking.
- The facility / venue being left in an unsatisfactory condition.
- The booking overrunning the agreed booking times, which may also incur further additional charges (see section 4).

4. Charges / Payment

Charges for the facilities / venue are fixed by Woodley Town Council, who reserve the right to vary its charges without notice.

When a booking has been confirmed and an invoice received full payment must be made by the date indicated on the invoice. Late payments are subject to a 10% late payment fee that may only be waived at the Leisure Services Manager's discretion.

All bookings must include set up and set down time within the requested booking times. No booking may overrun its allocated booking time and any that does is liable to an excess charge (equivalent to twice the hourly booking fee plus any additional charge for any labour and/or overtime costs involved).

5. Cancellations / Amendments

a) By Woodley Town Council

The Council reserves the right to withdraw permission to use the facilities / venue. The Council will repay booking fees upon cancelling a booking provided that the hirer has been open and transparent as to the nature of the hire. The Council shall be under no liability for any expense or loss sustained by the hirer as a result of the cancellation.

b) By the hirer

In the case of cancelling or amending a booking the full fee will remain due unless the responsible officer has been notified in writing 21 days in advance of the date of the booking. Where notice of cancellation is received more than 21 days in advance of the booking the full booking fee will be repaid to the hirer minus a 10% administration charge that may only be waived at the Leisure Services Manager's discretion.

6. Refusal of Booking / Entry

The Council, through the responsible officer, reserves the right to refuse any application for the hiring of the facilities / venue without being required to provide a reason for the refusal.

The Council, through its responsible officers, reserves the right at its absolute discretion to refuse entry to the facilities / venue to any person and to evict any person when required.

The Council reserves the right to fix a maximum limit for persons attending an event / booking. The hirer is responsible for all administrative and other arrangements to ensure that the maximum number of persons is not exceeded. Where the maximum number of persons is exceeded, the Council reserves the right to refuse entry and evict persons as stated above.

7. Conduct and Control

The hirer agrees to:

- a) Supervise, control and be responsible for all participants, visitors, spectators and officials who are visiting the facility / venue as a result of their booking. This includes being fully responsible for ensuring that suitably competent, trained and qualified coaches and instructors are leading any sports coaching or exercise class bookings.
- b) Leave the facility / venue and all equipment included within as found at the beginning of the booking and in a tidy and clean condition when the period of hire ends. This includes the removal of litter and rubbish.
- c) Repay the Council on demand the full cost of making good any / all damage to the facility / venue, including damage to any equipment, suffered during the period of hire or as a result of the booking.
- d) Repay the Council on demand the full cost of removing and / or disposing of any equipment and / or waste left behind following the period of hire ending.
- e) Comply with any reasonable requests and instructions relating to the hire of the facilities / venue that the responsible officer or Centre staff makes.
- f) Not use the facilities / venue for any activities which are dangerous, offensive, illegal or immoral or which may become a nuisance to the Council, other hirers of the venue or the owner or occupier of any neighbouring property.
- g) Not do anything which might invalidate any insurance maintained by the Council in respect of the facilities / venue or which might increase the insurance premium payable for the facilities / venue.

8. Advertisements / Notices

No person shall place, fix or exhibit any advertising material or notices on or in any part of the facility / venue without first having obtained the previous written consent of the responsible officer. Those displayed without consent will be removed and disposed of / destroyed.

9. Collections or Lotteries

No collections, games of chance, sweep stakes or lotteries nor any betting of any kind may be conducted at the venue without the prior written consent of the responsible officer.

10. Intoxicating Liquor and Smoking

No hirer or person shall be permitted to bring alcohol onto the premises without the prior written consent of the Leisure Services Manager. No person under the age of 18 years is permitted to consume alcohol in any of the Council's hired premises. Smoking is not permitted in any Council premises. The hirer is responsible for ensuring that these rules are adhered to.

11. Teenage Birthday Parties

We are not able to accept any bookings for teenage parties or events (including 18th and 21st birthday parties).

12. Property Not Removed and Storage

The responsible officer may remove and store any property left by the hirer after the end of the period of hire. The hirer shall repay to the Council on demand the full cost of such removals and storage. The Council shall not be held responsible for any such property. The hirer agrees that the Council shall be entitled to remove and sell in such a manner as they think fit any property that is not claimed within 28 days. The proceeds of sale will belong to the Council.

The hirer may leave property in or upon the venue but only with the express written permission of the responsible officer, for which there may be a storage charge. The responsible officer may withdraw such permission at any time.

13. Prohibition of Assignment

The right to use the facilities / venue under the agreement shall not be sublet, assigned or otherwise transferred and the hirer shall not assign the benefit or burden of the agreement or any part thereof, or sublet or subcontract any part of the facility.

14. Liability

The Council is not responsible and will not accept liability for any loss, damage, injury or death howsoever, and by whomsoever caused whether to property or person sustained by any person or persons in the venue, except where such loss, damage, injury or death is caused by the Council's negligence or by any defect on or in its premises.

15. Indemnity

The Council may, at the discretion of the responsible officer, require the hirer to have in place adequate public liability insurance for the booking. This clause is applicable to some types of organised events or events that are open to the public and where an external company or organisation will be providing entertainment or equipment for the booking. Where insurance is required, the hirer shall;

- a) Produce to the Council / responsible officer details of the insurance maintained at least 14 days prior to the commencement of the period of hire.
- b) Be responsible for insuring against loss of or damage to the property and effects of the hirer and against death, injury, loss or damage. The hirer shall indemnify the Council against all claims made against the Council in respect of any such matter unless the death, injury, loss or damage is caused by or arises out of negligence of the Council.
- c) Indemnify the Council against all claims, demands, action and proceedings arising out of any infringement of copyright, or the unauthorised performance or use of any record apparatus or contrivance at the venue during the period of hire.

16. Variations to the Agreement

The Council reserves the right to vary the conditions of the agreement at any time on 7 days notice. Any variation so made shall be deemed to be incorporated in these conditions. The hirer may, within 7 days of receipt of such notice, terminate the agreement.

17. Violations to the Agreement

The Council reserves the right to terminate any event / booking if it appears to the responsible officer that any of the conditions have been or are being violated or if for any other reason it appears to be in the public interest to do so. Such determination shall not release the hirer from any obligation under these conditions or affect any right or remedy which the Council may have under these conditions or otherwise. The Council shall be entitled to retain for their own use and benefit any monies paid to them in respect of the letting.

18. Exclusion of Third Party Rights

No term of this agreement may be enforced by a third party as defined by the Contracts (Right of Third Parties) Act 1999.

APPENDIX B – Usage Plan

Day/Time		9am-10am	10am-11am	11am-12pm	12pm - 1pm	1pm-2pm	2pm-3pm	3pm-4pm	4pm-5pm	5pm-6pm	6pm-7pm	7pm-8pm	8pm-9pm
Monday - Pitch 1						Maintenance			ABC Kick	ABC Kick	Woodley Wanderers	Woodley Wanderers	Hanson Football
Monday - Pitch 2						Maintenance			Casual	Casual	Woodley Wanderers	Woodley Wanderers	MNF Old Boys
Monday - Pitch 3						Maintenance			Volta Sports	Volta Sports	Woodley Wanderers	Woodley United	Woodley United
Day/Time		9am-10am	10am-11am	11am-12pm	12pm - 1pm	1pm-2pm	2pm-3pm	3pm-4pm	4pm-5pm	5pm-6pm	6pm-7pm	7pm-8pm	8pm-9pm
Tuesday - Pitch 1									ABC Kick	ABC Kick	Woodley Wanderers	Woodley United	Woodley United
Tuesday - Pitch 2									Casual	ABC Kick	Woodley Wanderers	Woodley United	Woodley United
Tuesday - Pitch 3									Casual	Tyler Football	Woodley Wanderers	Woodley United	Woodley United
Day/Time		9am-10am	10am-11am	11am-12pm	12pm - 1pm	1pm-2pm	2pm-3pm	3pm-4pm	4pm-5pm	5pm-6pm	6pm-7pm	7pm-8pm	8pm-9pm
Wednesday - Pitch 1									Casual	Woodley United	Woodley Wanderers	Woodley United	Woodley United
Wednesday - Pitch 2									Casual	Woodley United	Woodley Wanderers	Woodley United	Woodley United
Wednesday - Pitch 3									Volta Sports	Woodley United	Woodley Wanderers	Woodley United	Woodley United
Day/Time		9am-10am	10am-11am	11am-12pm	12pm - 1pm	1pm-2pm	2pm-3pm	3pm-4pm	4pm-5pm	5pm-6pm	6pm-7pm	7pm-8pm	8pm-9pm
Thursday - Pitch 1						Maintenance			Casual	ABC Kick	Woodley Wanderers	Woodley Wanderers	Woodley United
Thursday - Pitch 2						Maintenance			Casual	Casual	Woodley Wanderers	Woodley Wanderers	Woodley United
Thursday - Pitch 3						Maintenance			Volta Sports	Volta Sports	Woodley Wanderers	Woodley Wanderers	Woodley United

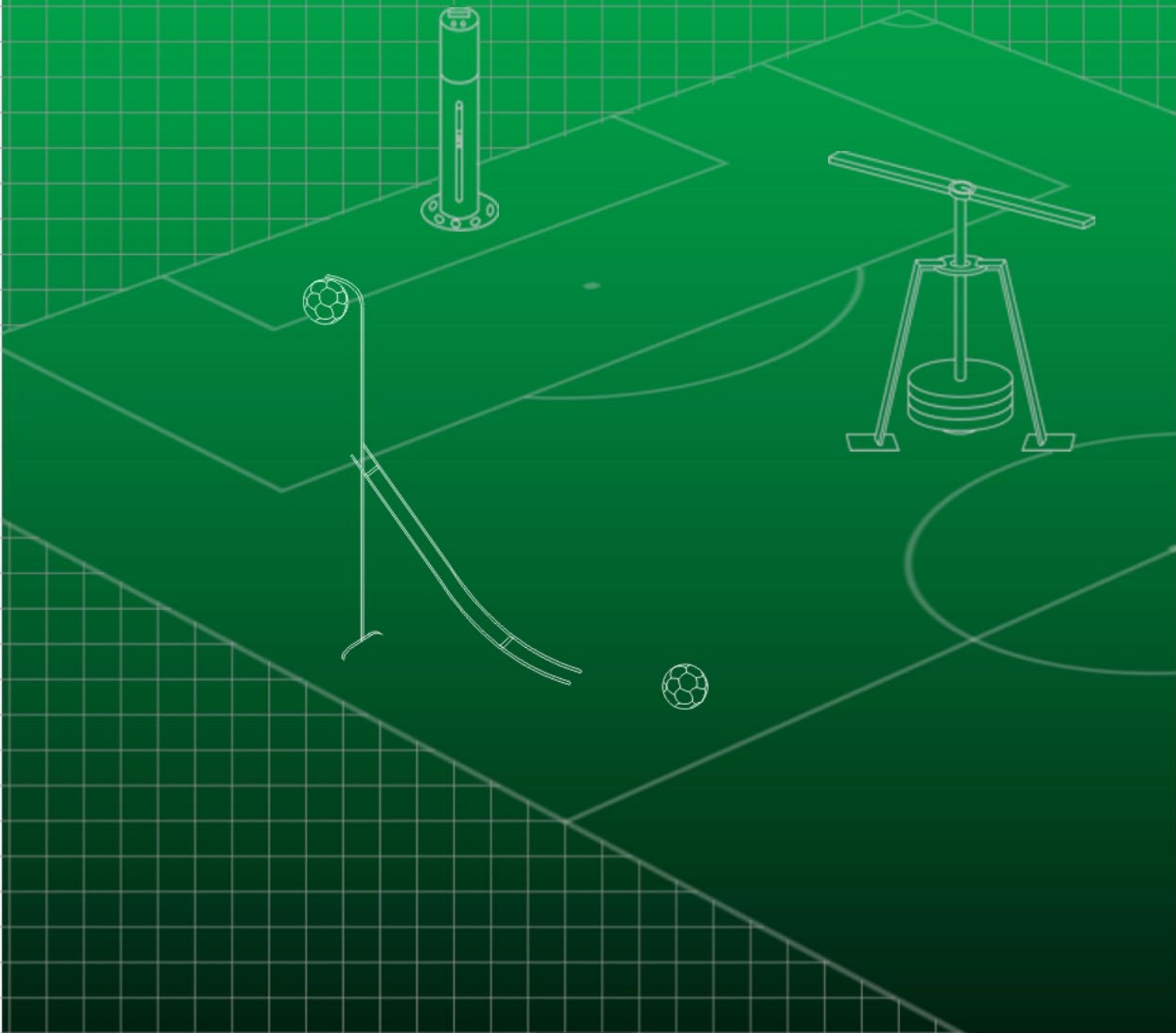
Day/Time		9am-10am	10am-11am	11am-12pm	12pm - 1pm	1pm-2pm	2pm-3pm	3pm-4pm	4pm-5pm	5pm-6pm	6pm-7pm	7pm-8pm	8pm-9pm
Friday - Pitch 1									Casual	Casual	Woodley Wanderers	Woodley Wanderers	
Friday - Pitch 2									Casual	Casual	Woodley Wanderers	Calcot Royals	
Friday - Pitch 3									Volta Sports	Volta Sports	Woodley Wanderers	Berks & Bucks FA	
Day/Time		9am-10am	10am-11am	11am-12pm	12pm - 1pm	1pm-2pm	2pm-3pm	3pm-4pm	4pm-5pm	5pm-6pm			
Saturday - Pitch 1	Alderman Football	Woodley United	Berkshire Youth League	Berkshire Youth League	Berkshire Youth League	Casual	Casual	Casual	Casual				
Saturday - Pitch 2	Alderman Football	Woodley United	Berkshire Youth League	Berkshire Youth League	Berkshire Youth League	Casual	Casual	Casual	Casual				
Saturday - Pitch 3	Alderman Football	Woodley United	Berkshire Youth League	Berkshire Youth League	Berkshire Youth League	Casual	Casual	Casual	Casual				
Day/Time		9am-10am	10am-11am	11am-12pm	12pm - 1pm	1pm-2pm	2pm-3pm	3pm-4pm	4pm-5pm	5pm-6pm			
Sunday - Pitch 1		uSports	Casual	Berkshire Renegades	Berkshire Renegades	Berkshire Renegades	Casual	Casual	Casual				
Sunday - Pitch 2		Bootcamp	Casual	Berkshire Renegades	Berkshire Renegades	Berkshire Renegades	Casual	Casual	Casual				
Sunday - Pitch 3		Bootcamp	Woodley Wanderers	Berkshire Renegades	Berkshire Renegades	Berkshire Renegades	Casual	Casual	Casual	Bose Football			

DRAFT

94753

Woodford Park Leisure Centre

07/06/2023



TECHNICAL[®]
SURFACES

Maintaining Standards

PITCH PERFORMANCE TEST

Woodford Park Leisure Centre

BS:EN 15330:1 Req.



Documents Enclosed:

1. Overview of Average Data
2. Observations
3. Infill Depths
4. Test Data
5. Drag Brushing
6. Benefits of Maintenance
7. Test Methods

Submitted by:

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PITCH PERFORMANCE TEST

Further to my visit on 07/06/2023, please find enclosed my findings from the pitch performance testing.

The surface is performing well and remains within the BS:EN Quality requirements. However, ongoing in-house and specialist maintenance is vital to ensure that the surface performance does not decline prematurely. Please see below for test results and refer to page 2 for our findings and recommendations.

A quotation for any specialist maintenance or ancillary items will be sent to you shortly for your consideration.

OVERVIEW OF AVERAGE DATA

Note: - Explanations of test methods and the effects of maintenance are included on the final two pages of this report.

Performance Tests	BS:EN 15330:1 Req.	FA Register Jul-22	Jun-22	Jun-23
Force reduction (%)	55-70% ±	59.0%	60.8%	60.4%
Vertical Deformation (mm)	4-9mm ±	8.6mm	8.9mm	8.6mm
Rotational Resistance (Nm)	25-50Nm ±	32.0Nm	38.2Nm	38.2Nm
Infiltration rate (mm/hr)	>180-mm/hr ±	>180mm/hr	>180mm/hr	>180mm/hr
Ball roll (m)	4-12m ±	9.7m	9.2m	9.1m
Vertical Ball Rebound (%)	45-75% ±	71.9%	61.0%	66.8%
Pitch Properties	Pitch Spec			
Infill Depth (mm)	40mm	38.0mm	37.5mm	38.4mm
Free Pile Height (mm)	20mm	11.0mm	11.5mm	11.0mm
Total Pile Height (mm)	60mm	60.0mm	60.0mm	60.0mm

All infill averages include all readings taken on the day of the test

Figure 1 – Overview of test results

- Green** within performance requirements
- Orange** monitor, performance is close to the performance boundaries
- Red** cause for concern, area is currently outside of the performance requirements and will require additional maintenance to rectify

Should you have any questions or queries related to the testing do not hesitate to contact me.

Kind regards,



Joseph Julian
Surface Performance Engineer

PITCH PERFORMANCE TEST

Performance Test Observation	Status	Comments	Advisory Notice
Force Reduction	✓	Within Performance requirements with no concerns noted.	No additional Requirements
Vertical Deformation	✓	Within Performance requirements with no concerns noted.	No additional Requirements
Rotational Resistance	✓	Within Performance requirements with no concerns noted.	No additional Requirements
Infiltration Rate	✓	Within Performance requirements with no concerns noted.	No additional Requirements
Ball Roll	✓	Within Performance requirements with no concerns noted.	No additional Requirements
Vertical Ball Rebound	✓	Within Performance requirements with no concerns noted.	No additional Requirements
Infill Depth	⊗	The report identifies that the infill levels are currently within tolerance. However, we recommend that a nominal dressing is applied to ensure that the infill remains at the optimum level. It is also vital to continually redress high-use areas (penalty spots, corners) in-house as part of the regular maintenance, as these will be prone to displacement through use.	Regular Drag Brushing, Power Sweeping, and a Granular Top-up to optimum
Free Pile	⊗	The pile is lying flat and needs to be lifted to ensure that the playing characteristics are restored. If not recovered, this will impact on the pile structure, ultimately affecting the life expectancy and surface performance, if tested. Drag Brushing should be completed a minimum of twice per week, increasing where weekly usage exceeds 50 factored hours.	Regular Drag Brushing, Power Sweeping and a Powergrade®
Surface Contamination	⊗	Deeper-seated contamination has developed within the infill. If not addressed, this will inevitably lead to issues with regards to the draining and playing characteristics of the surface.	Regular Drag Brushing, Power Sweeping and a Revite®



Good



Monitor



Action

INFILL DEPTHS

PITCH DETAILS

Infill Depths

Average **38.4mm**

Infill depths on the half of the pitch furthest from the entrance **38.5mm**

Infill depths on the half nearest the gated entrance **38.4mm**

Pitch Specification

Tiger Atomic PRO 60
20kg/m² Garside 2EW
17kg/m² SBR
Tarmac Base
75 x 49.5m = 3712.5m²

Pitch Construction

May 2016

OTIS Recorded
 Factored Hours:

OTIS Currently Not in Use

Weather Conditions

Air temp – **16°C**
Dry Surface
 Wind speed – **0.2m/s**
 Rubber on site – **Unable to check.**

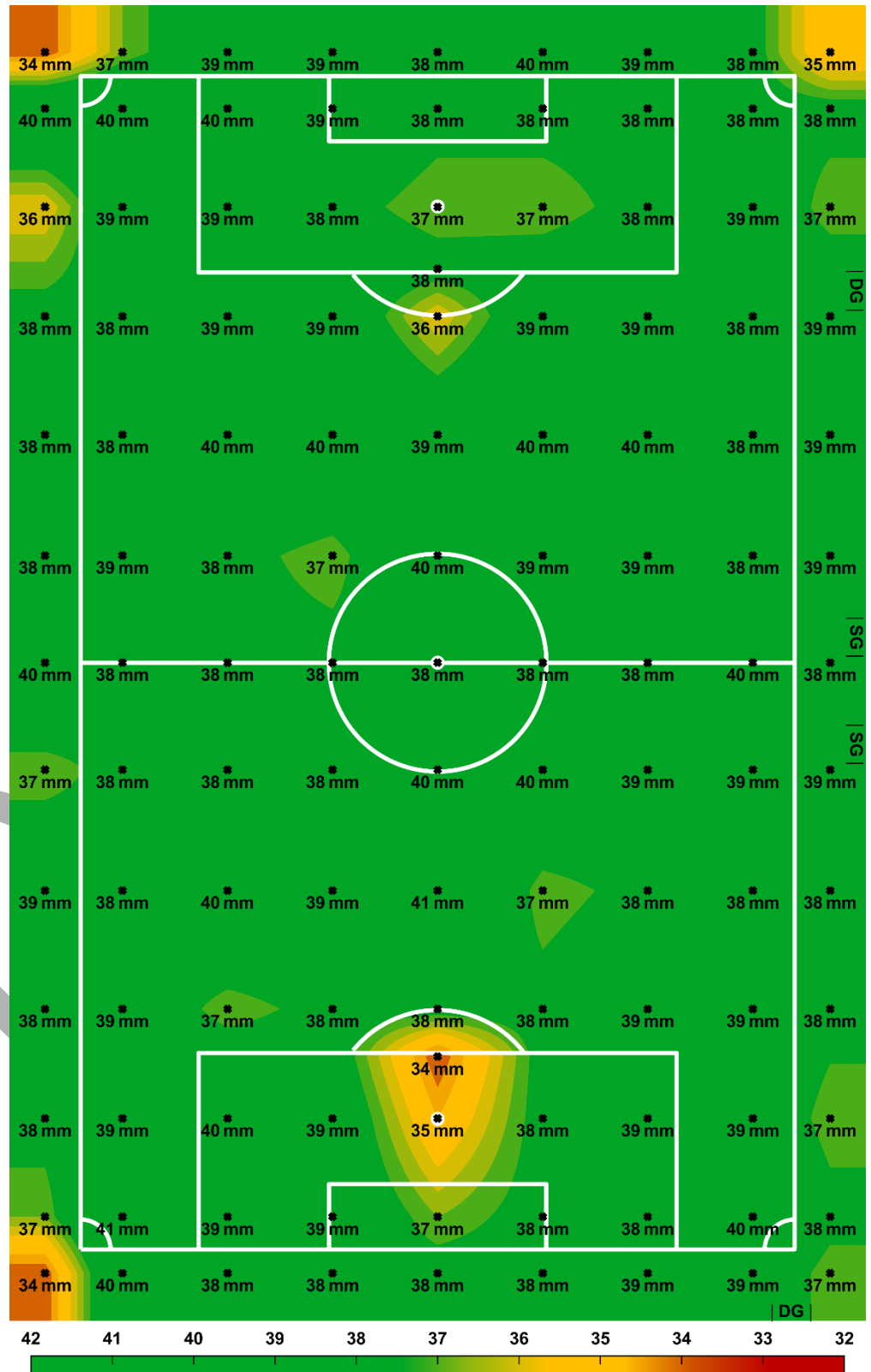


Figure 2 – Heatmap of infill depths

TEST DATA

Test data from each test location

Player Surface	Requirement	Location					Average*
		1	2	3	4	5	
Force reduction (%)	55-70% ±	61.1	61.7	59.9	59.0	60.5	60.4
Vertical Deformation (mm)	4-9mm ±	8.7	8.8	8.5	8.2	8.6	8.6
Rotational Resistance (Nm)	25-50Nm ±	41.2	37.4	37.8	38.8	35.7	38.2
Ball roll (m)	4-12m ±	8.0	9.1	9.1	9.6	9.7	9.1
Vertical Ball Rebound (%)	45-75% ±	66.7	68.1	68.1	62.2	68.9	66.8
Infill Depth (mm)	40mm	38.3	39.0	38.0	37.3	38.0	38.1
Free Pile Height (mm)	20mm	15.8	9.9	10.8	8.4	10.1	11.0
Fibre Length (mm)	60mm	60.0	60.0	60.0	60.0	60.0	60.0

*Infill depth average taken from test areas only

Figure 3 – Detailed test results

Test Locations

Six test locations across the surface. These include both high and low usage areas and represent an average condition of the surface.



Figure 4 – Test location plan

Free Pile Height



Figure 5 - Free pile height in Location 2 (far side penalty)



Figure 6 - Free pile height in Location 5 (near side penalty)

The free pile height shows a strong correlation with the ball roll distance, therefore it's imperative to ensure the fibres remain upright to control the ball roll properties. The free pile height is calculated by averaging the twenty highest fibres.

Note:- The testing data is provided for indicative use only. The test equipment used is calibrated prior to use to ensure accuracy and repeatability of data, however the data and results may vary from accredited laboratories and cannot be used in lieu of official accreditation.

DRAG BRUSHING

Summary - Tractor hours were low reading at 258 hours. With the expected minimum being 392 hours and the optimum being 784 hours. It is vital to improve the in house drag brushing and ensure the surface is being drag brushed at least twice a week. This will help in free pile recovery and help to distribute rubber levels across the surface. Regular in house drag brushing is important to help maintain the performance and longevity of a playing surface as well as helping to protect the warranty.

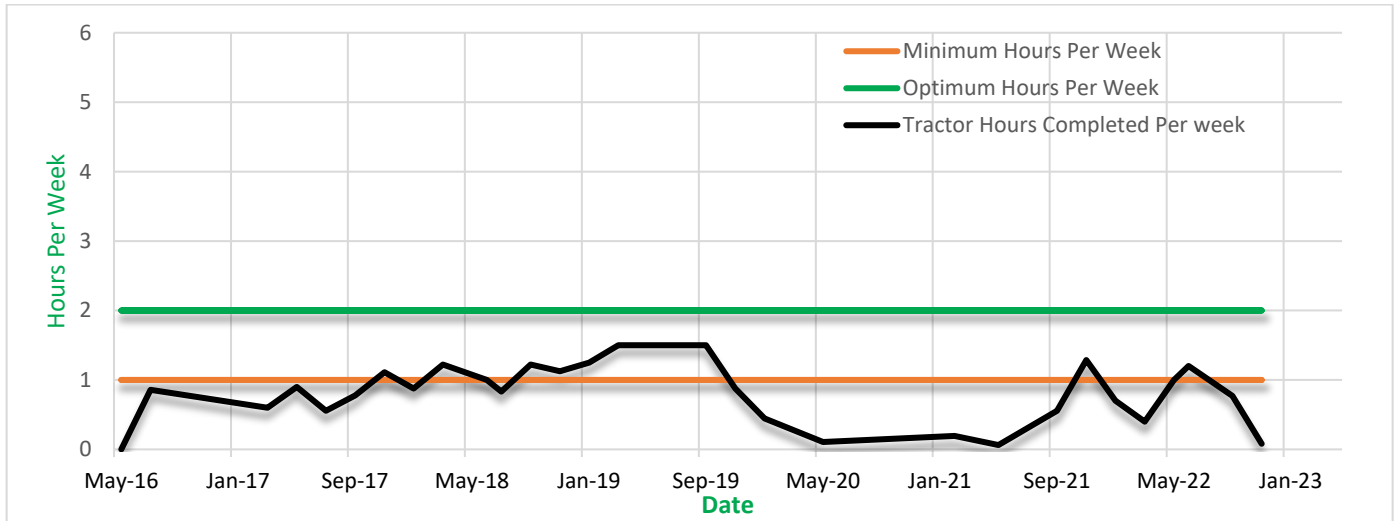


Figure 7 – Tractor hours per week

Summary of Tractor Hours on R.E.D. Range

	Per Drag Brush	Tractor Delivered	Nov-23
Hours Completed		18/05/2016	258
Expected Minimum	30m		392
Expected Optimum	1hr		784
Weeks			392

Figure 8 – Overview of tractor hours

The Tractor hours indicate the total amount of time taken when Drag Brushing the pitch. On average, Drag Brushing takes from 30 minutes to 1 hour including moving pitch equipment around. When recorded, Tractor hours should correlate to the Drag Brushing frequency (at least twice weekly) and expected total time taken.

Usage and Maintenance Requirements

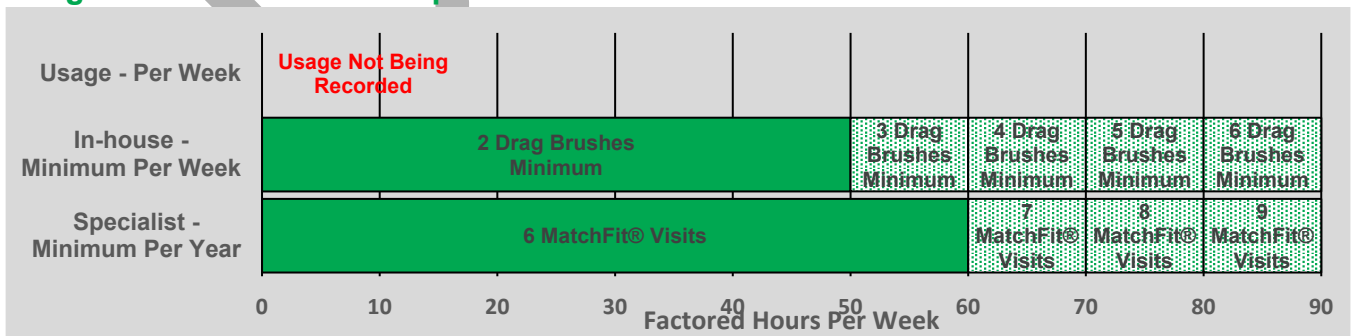


Figure 9 – Factored usage against maintenance requirements

This graph above outlines your current weekly usage as entered onto **OTIS**, and the minimum requirements for in-house and specialist maintenance based on your usage.

Surface usage should be calculated according to the intensity of use, rather than merely reflecting pitch bookings, and should be referred to as **Factored Hours**. 1 Factored Hour equates to 1 usage hour with 22 players on a full-sized surface of 6500m² (295m² per player). Factored Hours are adjusted pro rata for surfaces of varied sizes. Our online **OTIS** system automatically calculates Factored Hours, as well as giving you the ability to record in-house Drag Brushing and manage your **MatchFit** pitch maintenance contract.

MAINTENANCE

Maintenance is a vital function of protecting and enhancing the life span of your 3G pitch. Effective maintenance can be categorised into **In-house** and **Specialist** processes.

The table below (Figure 10) outlines mandatory minimum daily, weekly, monthly & annual maintenance activities that must be carried out.

The maintenance taking place should reflect usage levels, and as pitch usage increases, the maintenance programme in place should be updated accordingly. For example, by upgrading from our **MatchFit® Plus** (6) to **MatchFit Premier®** (12) contract.

up to 50 hours' Factored Usage per week		FREQUENCY						
	PROCESS	Daily	Weekly	Monthly	Bi-Monthly	Bi-Annually	Annually	At 3 Years
	Visits per year		104	12	6	2	1	
In-house	Pitch inspection	X						
	Drag Brushing		X2*					
	Leaf / Litter Collection	X						
	Top-Up of high-usage areas	X						
Specialist	Specialist Power Sweeping				X			
	Decompaction				X			
	Vegetation Treatment				X			
	Granular Top-Up						X	
	Revite®						X	
	PowerGrade®							X
	Indicative Pitch Performance Testing						X	
	Mid-term inspection						X	
	Annual inspection						X	
	Maintenance review						X	

*Depending on Reports and Recommendations

Figure 10 – Maintenance recommendation with usage under 50 factored hours

Where usage exceeds 50 Factored Hours per week, Technical Surfaces recommends increasing the brushing frequency:

Type	Frequency	Process	Factored Usage Per Week			
			50-60 Hours	60-70 Hours	70-80 Hours	80-90 Hours
In-house	Weekly	Drag Brushing	X3	X4	X5	X6
Specialist	Annually	Specialist Sweeping and Decompaction	X6	X7	X8	X9

Figure 11 – Factored usage vs required maintenance

In House Maintenance

In-house maintenance should be carried out by fully-trained staff working in different directions to help keep the free pile upright, controlling the ball roll distance and maintaining the performance of the surface, thereby maximising its lifespan. For more information on the benefits of the Drag Brushing process, please refer to page 6.

Specialist Maintenance

Outsourced specialist maintenance will be required throughout the life of your 3G pitch, as is detailed in the table above. It is important that relevant maintenance is scheduled into your calendar to ensure this work can be carried out. It is the responsibility of those in charge of the upkeep and running of your 3G pitch to ensure that the correct maintenance is carried out on the surface. Failure to instruct and carry out specialist maintenance could invalidate your manufacturer's warranty.

Specialist maintenance helps to loosen the infill, lift the pile and redistribute the infill, helping to maintain the performance of the surface and maximise the lifespan.

An appropriate maintenance schedule is mandatory to ensure the playing surface is kept in good condition, performance levels are protected, and the life span of the pitch is maximised.

BENEFITS OF MAINTENANCE

Drag Brushing

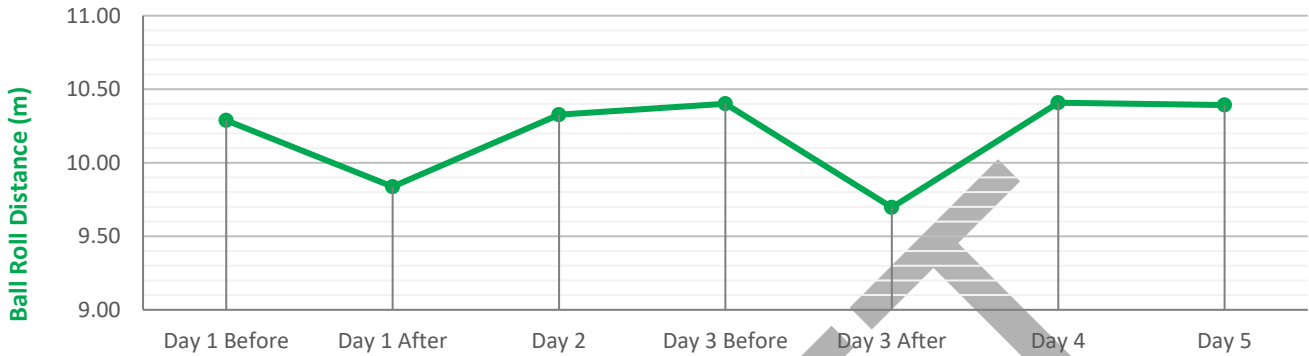


Figure 12 – Drag Brushing effects

The above graph shows the benefit of completing regular Drag Brushing, as well as the length of time that the process is beneficial for.

The graph shows a definite improvement in **Ball Roll Distance** as a direct result of the Drag Brushing process (6.4% within the FIFA Quality range), but the improvement is only present for 24-48 hours after Brushing is completed. This demonstrates the need to Drag Brush the surface to lift the free pile as regularly as possible, to help maintain performance levels and increase the longevity of the surface. Research conducted also found that slower Drag Brushing speeds helped to lift the free pile, even more, thereby further reducing the Ball Roll Distance.

Specialist Maintenance – This describes the less frequent maintenance processes, such as Power Sweeping, Decompactions and rubber top-ups, designed to help maintain the performance and increase the longevity of the surface. Technical Surfaces has optimised these techniques to maximise the benefit of the processes, helping to maintain the performance and increase the lifespan of the surface.

MatchFit® Process

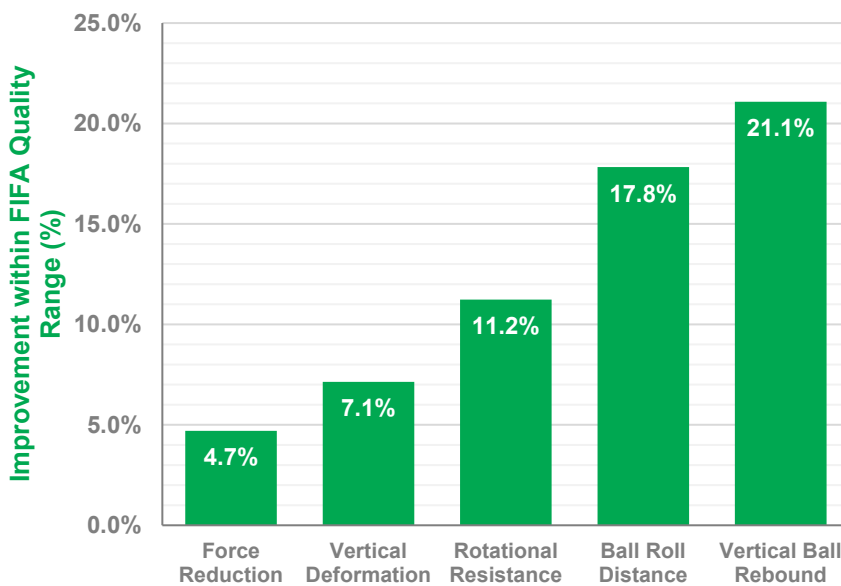


Figure 13 – Benefits of MatchFit®
An Explanation of test methods can be seen on page 8.

The **MatchFit®** process includes a Power Sweep and Decompaction. The Power Sweep uses brushes and a vacuum system to clean the upper layer of infill, to remove the fine and large debris from the surface. While decompaction loosens the upper 15-20mm of infill to help control the performance of the surface.

The **MatchFit®** process has been seen to improve the performance of the surface. It helps to raise the **Force Reduction** and **Vertical Deformation** while reducing **Rotational Resistance**, **Ball Roll Distance** and **Vertical Ball Rebound**.

This all helps to maximise the performance of the surface and increase the life expectancy.

BENEFITS OF MAINTENANCE

Rubber Top-Ups

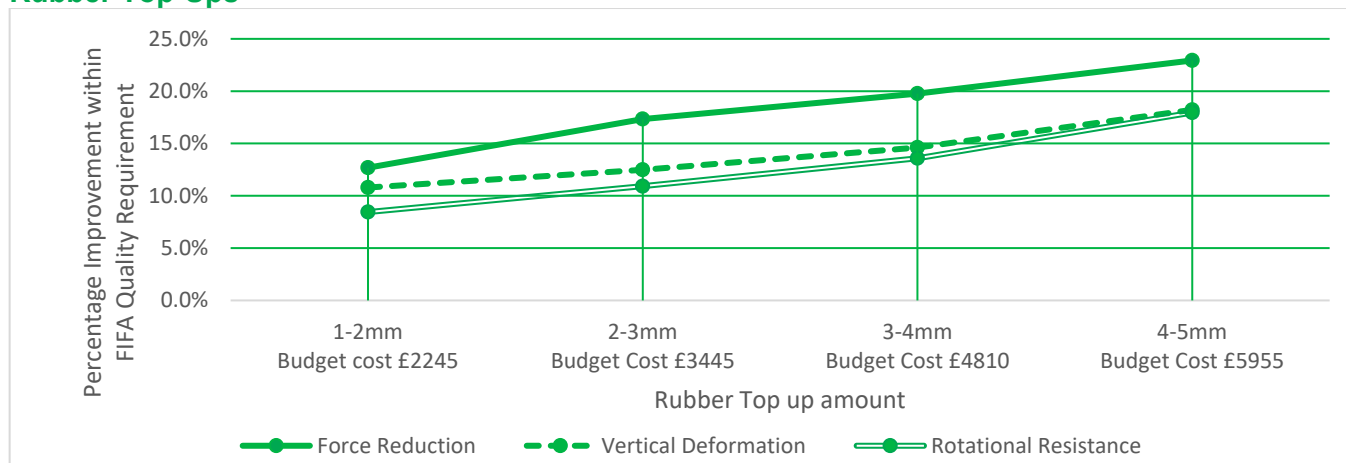


Figure 14 – Benefit of Rubber top up

This graph shows the benefits of completing a rubber top-up depending on the amount of rubber used.

A rubber top-up will increase the **force reduction** and **vertical deformation**, while also reducing the **rotational resistance** of the surface, improving the performance. The top-up will also help to control the **vertical ball rebound** and **ball roll distance**. These improvements will help to enhance and maintain the playing experience, as well as increasing the longevity of the surface. An explanation of the test methods and how they influence the surface feel can be seen on page 9.

Free Pile Benefits

A rubber top-up will benefit the free pile by improving the support structure to the fibre to help keep it in an upright position, thus helping to control the ball roll distance and avoid premature wear on the carpet fibres. Figure 1 (A) shows a surface with the correct level of infill supporting the fibres in an upright position, while figure 1 (B) shows a surface with low infill levels not supporting the free pile and allowing the fibres to flatten, which would increase the ball roll distance.

Redressing High-Use Areas

High-use areas on the surface should be redressed regularly in-house, to avoid damage to the carpet in these areas. The surface should be monitored in-house and high-use areas assessed depending on the surface.

High-use areas include, but are not restricted to:

- // Penalty Spots
- // Goal Mouths
- // Entrances

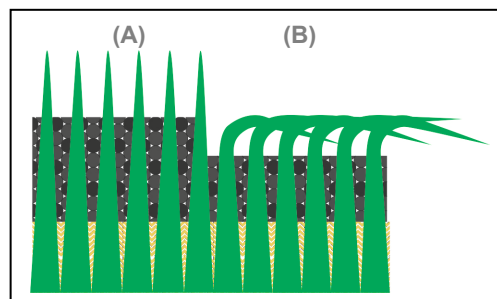


Figure 15 - The effect of infill depth on the structure of free pile. (A) Correct infill depth (B) Low infill depth

TEST METHODS

Explanation of Test Methods

Performance testing is an important element of on-going pitch management and it can determine and justify the current maintenance schedule. The standards were developed by international and national sporting organisations to replicate good quality natural turf. Should the performance fall outside of the requirements reactive action is required. Regular performance testing can pre-empt the decline in play performance and provide a recommended programme of proactive maintenance to ensure on-going compliance with the performance regulations.

Play performance criteria is affected by the system design (carpet fibres, infill, shockpad and baseworks), the installation quality, the amount and type of use, the maintenance regime and geographic location. For third generation artificial grass pitches with rubber infill, the amount of as well as the ratio of sand and rubber infill, the compaction of the infill, the level of detritus and the uprightness of the fibres are the main factors which control the on-going play performance of the systems. These form the basis of good quality maintenance regimes.

Official pitch accreditation is often required for competition and league use, the level of accreditation will vary depending on the rules of the competition. The competition organiser should be contacted for details on the type and level of accreditation required. FIFA have, since 2001, developed the FIFA quality concept with the Quality Pro category for professional use and the Quality for community and training use. The FA maintains a pitch register for approved 3G pitches in England, which includes FIFA accredited pitches.

Infill Depth

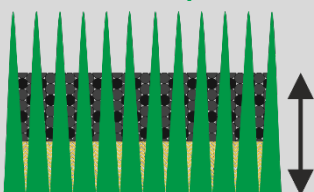


Figure 16 - Diagram showing infill depth

The total depth of the infill material, including both sand and rubber layers. There needs to be adequate levels of infill to keep the fibres lifted and control the pitch performance. Infill compaction and loss of rubber infill through play and environmental conditions will reduce the measurable infill depth.

Maintenance Recommendations

A decompaction process will increase the infill depths on compacted surfaces. However, over time the surface will require a rubber infill top-up due to the lost infill to return the infill depths to the manufacturer's specification.

Free Pile

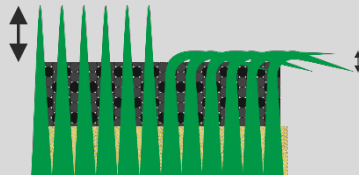


Figure 17 - Diagram showing free pile height

The height of fibres above the infill layer in their current state (flattened, angled or upright). It is an important parameter for controlling ball roll, ball rebound and traction properties. If fibres are flattened through usage, the ball roll will be too fast, and ball rebound, and traction will be higher than acceptable values.

Maintenance Recommendations

Regular in-house brushing will lift flattened fibres. It is important to ensure the direction of brushing is rotated so that the fibres remain upright.

Total Pile Height

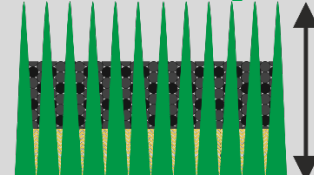


Figure 18 - Diagram showing total pile height

The total length of the carpet fibres pulled straight. An important property to assess how much infill the pitch can accommodate. A 40mm carpet can accommodate less infill than a 60mm carpet while maintaining the correct free pile height. As the pile height reduces, it indicates the wearing rate of the carpet and pitch life.

Maintenance Recommendations

Correct infill heights and upright fibres will ensure the fibres wear from the tips, as opposed to pitches with low infill and flattened fibres, which will have more of the fibre exposed to be worn.

Importance of Infill Material

A 3G artificial grass pitch has two layers of infill, sand at the bottom and rubber at the top. The role of sand is to support, stabilise and stop lateral movement of the carpet across the pitch. It also protects the fibres from excessive wear. The role of rubber is to provide cushion and support to the carpet. With higher shock absorbency, it aids the prevention of major injuries.

Force Reduction

55-70% ± – BS:EN 15330:1 Req.

Force Reduction (FR) is the surface's ability to absorb an impact which indicates the hardness of the surface. The lower the reading, the harder the surface and this implies a higher risk of impact injuries. On the other hand, a higher reading would indicate the surface is too soft and may cause increased player fatigue and over-use injuries. FR is affected by infill compaction, contamination and infill levels.

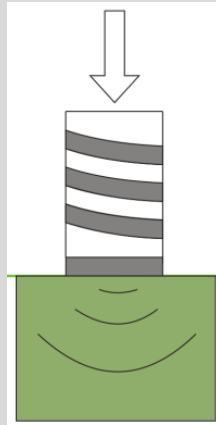


Figure 19 - Force Reduction Diagram

Maintenance Recommendations

If the usage levels are high, the surface is likely to compact meaning the pitch will be harder. To prevent this, regular power-sweeping and decompactions are required along with a periodic top up of the infill levels.

Vertical Deformation

4-9mm ± – BS:EN 15330:1 Req.

Vertical deformation (VD) indicates the stiffness of the surface. High VD values imply the surface is unstable and unpredictable causing an increase in injury risk. Low VD indicates a stiff compacted surface with a high risk of joint injuries. It is also affected by infill compaction, contamination and infill levels.

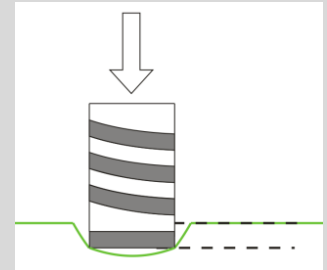


Figure 20 - Vertical Deformation Diagram

Maintenance Recommendations

To maintain the optimal VD level, regular PowerSweep and decompaction is required to keep them up to the playing standards. Over time, VD values may drop which would indicate infill top up is required.

Vertical Ball Rebound

45-75% ± – BS:EN 15330:1 Req.

This indicates the ball bounce behaviour. A result which is above or below the standards will cause unnatural and unpredictable play. A harder, compacted surface will generally have a higher rebound.

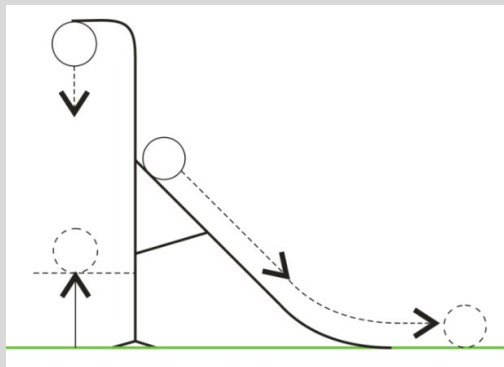


Figure 21 - Vertical Ball Rebound and Ball Roll Distance Diagram

Maintenance Recommendation

The ball rebound properties will be reduced by regularly decompacting the surface. Brushing the surface to increase the free pile height will also aid in reducing the ball rebound height. Generally, a softer surface will have a reduced rebound height.

Ball Roll

4-12m ± – BS:EN 15330:1 Req.

Ball Roll provides an indication of the ball roll speed across the surface. Ball roll distance should be within limits to ensure optimal playing characteristics. The rolling resistance is influenced by the uprightiness of the carpet fibres causing the ball to slow down, while flattened fibres will increase the ball roll distance. Infill levels will have a direct impact on the stability of the fibres and ensuring that they remain within tolerance will help to support the pile.

Maintenance Recommendation

Regularly brushing the fibres will maintain the uprightiness of the fibres. This is primarily an in-house process performed by dragging stiff bristled brushes in varying directions across the surface. A minimum of twice weekly brushing is recommended increasing proportionally with the amount of pitch usage.

Rotational Resistance

25-50Nm ± – BS:EN 15330:1 Req.

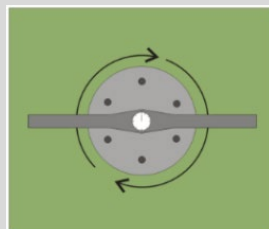


Figure 22 - Rotational Resistance Diagram

An indication of the ability for a player to turn and change direction on the surface with studded footwear. Too high a value may cause increased stress at the knee joint. Whereas low values may cause the performer to slip on the surface.

Maintenance Recommendations

Regular grooming to lift the fibres and decompacting the infill to loosen the infill will regulate the traction properties. Using the correct footwear during play is also important to ensure optimal traction.

APPENDIX E – Action Plan

Objective 1: To provide facilities that will attract new players, allow progression and advancement of playing standards.				
No.	Action	Who	Notes / Other Information	Progress
1.1.	Provide a home to a Mini Soccer Centre (MSC) to act as the feeder for backfilling community teams	3G Pitch Steering Group.	Woodley United currently run two mini soccer schools per week on the 3G pitch (Wednesday afternoons and Saturday mornings).	COMPLETED / ONGOING
1.2.	Host football matches and competitions for local primary schools	3G Pitch Steering Group.	Primary school matches currently take place sporadically throughout the year on the 3G Pitch. uSports also host primary school tournaments on an ad hoc basis.	COMPLETED / ONGOING
1.3.	Host a regular Mars Just Play football session for over 16's	3G Pitch Steering Group.	The Just Play session that ran through Woodford Park Leisure Centre unfortunately collapsed as a result of covid. However, the Berks & Bucks FA still host a Just Play session on the 3G Pitch every Friday evening.	COMPLETED / ONGOING
1.4.	Provide a facility which is capable of catering for all team training needs associated with Woodley Football Clubs. Also cater for Berkshire Youth development 7v7 and 9v9 matches	3G Pitch Steering Group.	New 3G football pitch installed in May 2016 and part funded by the Football Foundation. Both local partner clubs currently use the pitch for weekday training. The BYDL use the 3G pitch on Saturday mornings for 7v7 matches.	COMPLETED / ONGOING
1.5.	Allow local senior football clubs to use the future 3G football pitch	3G Pitch Steering Group.	Male and Female senior teams from Woodley United currently train on the 3G pitch during weekday evenings. Other senior groups also hire the pitch throughout the week.	COMPLETED / ONGOING
1.6.	Ensure facility hire costs are affordable to local clubs and organisations	Woodley Town Council.	Charges for grass and 3G pitches measured against other local facilities and reviewed by Woodley Town Council annually.	COMPLETED / ONGOING
1.7.	Host football camps in the school holidays for players of any ability	3G Pitch Steering Group.	uSports offer football focussed holiday camps on the 3G Pitch throughout every school holiday.	COMPLETED / ONGOING

1.8.	Enhancement of the local 5v5 adult provision	3G Pitch Steering Group:	5-a-side league was cancelled pre-covid following a lack of interest by the provider. Currently no available space to host such a league on a weekday evening and previous leagues run by private organisations have often caused multiple operational problems. Any space that becomes available is offered to partner clubs first and likely to be taken and used for club training sessions. However, the pitch is hired regularly by smaller groups on a casual basis for adult small-sided games.	REMOVED – Steering Group meeting 19/03/24
1.9	Extend the opening hours of the 3G Pitch to 9:30pm between Monday and Thursday to allow additional partner club usage through the week	3G Pitch Steering Group and Woodley Town Council.	Request considered and approved by the Leisure Services Committee in September 2023. Awaiting the formal and final result of the planning application expected in March 2024 following no noted objections.	See notes. Possible update for meeting on 19/03/2024.
1.10	To review 3G Pitch usage on a Saturday morning in an attempt to accommodate more partner club usage alongside the Berkshire Youth Development League.	3G Pitch Steering Group and Woodley Town Council.	Conversations have taken place with the BYDL who are unwilling to reduce their usage. Further review to take place following upcoming (potential) traffic measures on Haddon Drive. Temporary measures put in place by Wokingham Borough Council, unclear when to expect permanent change.	See notes. To revisit when progress on traffic management is made.

Objective 2: To make facilities accessible to all, regardless of age, ability and ethnicity.

No.	Action	Who	Notes / Other Information	Progress
2.1	Display on perimeter fence a code of conduct based on FA respect programme. Ensure parents / carers are aware of the code for community use.	3G Pitch Steering Group.	Respect banner that was previously on display inside the 3G Pitch damaged beyond repair and has been removed.	See notes. LSM to look into cost associated with new FA material.
2.2	Offer venue FOC for 'Respect' parent meetings each season for all clubs and	3G Pitch Steering Group.	Woodley Town Council and Berks and Bucks teamed up to offer x2 FOC respect presentations	COMPLETED

	parents to discuss the clubs expectations and sign codes of conduct.		to parents and clubs pre covid. Very poor attendance and so has not been explored again.	(although unsuccessful)
2.3	Woodford Park LC to host a Kick It Out activity each season open to all Woodley clubs to promote equality.	3G Pitch Steering Group.	No progress.	No progress.
Objective 3: To assist with the development of the local workforce, including coaches, officials and volunteers				
No.	Action	Who	Progress / Other Information	Progress (RAG)
3.1	Ensure necessary facilities are made available and affordable for FA coaching courses	3G Pitch Steering Group	To date, nine FA coaching courses have been hosted on the 3G pitch and within the classrooms at the Oakwood Centre (no courses hosted since covid pandemic).	COMPLETED / ONGOING
3.2	Ensure necessary facilities are made available and affordable for FA referee courses	3G Pitch Steering Group	No referee courses booked to date, primarily down to difficulty securing appropriate times and dates.	No progress.
3.3	Assist in the promotion of FA courses to local clubs and schools when booked	3G Pitch Steering Group	Local clubs made aware of previous courses. Information shared on social media when available.	COMPLETED / ONGOING
Objective 4: To maintain the quality of both local playing facilities and equipment				
No.	Action	Who	Progress / Other Information	Progress (RAG)
4.1	Maintain the 3G pitch to high standard following manufactures guidelines	Woodley Town Council	In house maintenance completed twice per week and external contract in place to provide maintenance six times per year. An annual pitch performance test takes place and results in a detailed report on pitch quality and related action points.	COMPLETED / ONGOING
4.2	Maintain the grass pitches to a high standard to allow for the best possible playing surface	Woodley Town Council	Pitches maintained by on site grounds team. Work currently underway to improve goalmouths of mini pitches. Town Council Officers to look into FA funding opportunities to improve the quality of the grass pitches.	RECOMMEND REMOVAL – Berks & Bucks FA to review requirement

4.3	Improve the quality of the football changing rooms at Woodford Park Leisure Centre to meet local standards	Woodley Town Council	Changing rooms are still in poor condition and have been highlighted as not fit for purpose via a separate Town Council working party. Other changing facilities available on site if needed.	See notes. Minimal progress but alternative available.
4.4	Ensure standard of goal post meets local and official needs and standards	Woodley Town Council	3G Pitch goals undergo regular repairs and new nets have either been installed or ordered. Goal frames on 3G Pitch likely will need replacing in a few years.	COMPLETED / ONGOING

DRAFT

Woodley Town Council

Report of a virtual meeting of the Woodford Park Leisure Centre Development Task & Finish Working Group held on Monday 25 March 2024 at 8.00pm

Present: Councillors: D. Smith (Chairman); K. Charles Bey; R. Horskins; M. Kennedy

Officers present: K. Murray, Town Clerk; M. Filmore, Deputy Town Clerk; E. Whitesmith, Leisure Services Manager;

1. APOLOGIES

No apologies for absence were received from members of the working group.

2. DECLARATIONS OF INTEREST

There were no declarations of interest made by Members.

3. CONDITION SURVEY

The Town Clerk advised he was pleased with the results of the condition survey, which didn't flag up anything unexpected. The key issue highlighted was the blockwork in the sports hall, which was cited as being at risk of collapse. Members noted the blockwork was aesthetic and not structural. Having been subsequently re-assessed, the Town Clerk advised there was no imminent danger but that work to repair the walls was needed as a priority.

Members noted the sports hall was a tremendous asset, and that it should be retained in any future development plans for the building. In light of this, they supported the recommendation that a structural survey be conducted on the sports hall, to identify any structural concerns, before proceeding as soon as possible with any required remedial works, including to the block work.

RECOMMENDATION

- ◆ That the Leisure Services Committee consider approving the procurement of a structural survey of the sports hall, prior to proceeding with any required remedial works.

4. ACTIONS & TASKS

Members went through the terms of operation, as contained in the Terms of Reference for the working group.

Members noted the income figures, linked to leisure facilities and activities, provided in the agenda. The Leisure Services Manager advised it had not been feasible to provide profit figures by activity / facility as expenditure is predominantly linked to staffing and energy costs which cannot easily be broken down by individual activity or space. However, he advised that the income figures gave a good indication of the popularity of the different activities and facilities at the centre.

Members did note, however, that income figures did not accurately reflect the popularity of exercise classes. The Leisure Services Manager advised that, whilst exercise class income appears low, this relates to income from non-members only as gym members access classes for free. As such, an amount of income shown against gym membership also relates to exercise classes, but it is not possible to break this down.

It was commented that, when looking at what activities and facilities to provide in the future, income would not be the groups only factor, and that social impact would also be important.

The Leisure Services Manager presented the list of leisure facilities and services in the area, as provided in the agenda. He advised that this primarily listed the facilities which were most common and comparable to what is currently provided at the leisure centre. Members commented that the document was an excellent resource. It was requested that a line be added to show the facilities at Woodford Park Leisure Centre to aid any comparison. It was also suggested that the list of facilities be placed in order of income generation, in respect of the Council's existing service.

The Leisure Services Manager also highlighted that the list did not reflect any leisure facilities which were not provided in the area but might still be successful. He identified the Council's paddling pool as an example; whilst no other facility nearby provides a paddling pool or splash pad, the pool is an exceptionally popular facility at the centre. It was also commented that, whilst use of the pool is free and therefore does not provide a direct income, significant income is received from vending sales, as well as bringing people to the centre and park.

At this point in the meeting Councillor Charles Bey gave his apologies and left the meeting.

Members requested that a list be created, collating all the potential activities and facilities which have been highlighted so far by the working group.

Members considered the draft survey provided as part of the agenda. The Deputy Town Clerk advised that the purpose of the survey was primarily to identify which activities and facilities were most in need of re-development, but also which, if they are provided and / or money is spent on them, would likely increase people's usage of the centre.

Members agreed that the survey should be conducted. It was suggested this should run from around the middle / end of April, until after Woodley Carnival. Members noted this would be publicized extensively, but that also in-person engagement would take place at the leisure centre, in Woodford Park and the town centre, and also at Woodley Carnival.

RESOLVED

- ◆ To issue a consultation survey, in line with the questions provided at Appendix A, with regards to the potential future development of Woodford Park Leisure Centre and the Council's leisure services.

The meeting closed at 9.03 pm

DRAFT RESIDENTS' CONSULTATION SURVEY WOODFORD PARK LEISURE CENTRE DEVELOPMENT

Intro:

Woodford Park Leisure Centre, which is owned and operated by Woodley Town Council, is an exceptionally important facility for the town, offering subsidised leisure services for all residents.

Originally constructed in 1964, the leisure centre has been developed and adapted over the years. However, the building is aging, and requires significant redevelopment and refurbishment in the next 3 to 5 years.

The Council is taking this opportunity to review and consider which of the existing facilities should be retained, and what services might be offered in the future, with the aim of future proofing the centre for the benefit of the local community.

The Council wants to hear from both users and non-users of the centre to help feed into the review and shape the leisure centre's future.

The scope of the review covers all facilities provided at the leisure centre, including the external tennis court, paddling pool, 3G pitch and grass pitches. The review does not cover the bowling green, which is leased by Woodley Bowling Club, the playground adjacent to the paddling pool, nor the wider Woodford Park area.

The following survey should take no longer than 5 minutes to complete, and we thank you for your time.

Questions:

ABOUT YOU

- 1) Do you live in Woodley?
 - Yes
 - No

- 2) What age range do you fall in?
 - Under 18
 - 18-29
 - 30-59
 - 60+

- 3) Do you consider yourself to have a disability or additional needs?
 - Yes
 - No

LEISURE CENTRE USAGE

- 4) Have you used any of the facilities at Woodford Park Leisure Centre in the last 12 months (including the external 3G pitch / paddling pool / tennis court / grass pitches)?
- Yes
 - No
- 5) **(If Yes to Q4)** Roughly, how often do you visit the leisure centre?
- Multiple times a week
 - Once a week
 - Once or twice a month
 - Less than once a month
- 6) **(If Yes to Q4)** Which of these specific activities / facilities do you currently use?
- Fitness Gym
 - Badminton
 - Netball
 - Tennis
 - Short tennis
 - Football (3G pitch)
 - Football (grass)
 - Children's parties
 - Dance Classes
 - Paddling Pool
 - Exercise classes
 - Marshall arts
 - Table tennis
 - Cricket
 - American Football
 - Beauty salon
 - Events / Functions
 - Other...(please specify)

Thinking about existing facilities...

- 7) **(If Yes to Q4)** Were the Council **to fund improvements** to a specific facility or activity provision (listed below), either through significant redevelopment or refurbishment, what impact would this likely have on your usage of the centre as a whole?
- My usage would increase
 - My usage would stay the same
 - Reception Area
 - Sports Hall
 - Changing Rooms
 - Function room
 - Exercise class facilities

- 3G Pitch
- Paddling Pool
- Tennis Court
- Gym
- Grass pitches (excluding playing cricket)
- Cricket wicket (grass or artificial)
- Committee rooms

8) **(If Yes to Q4)** Were the Council **not to fund improvements** to a specific facility (excluding essential repairs and light refurbishment), what impact would this likely have on your usage of the facility?

- My usage would stay the same
- My usage would decrease
 - Reception Area
 - Sports Hall
 - Changing Rooms
 - Function room
 - Exercise class facilities
 - 3G Pitch
 - Paddling Pool
 - Tennis Court
 - Gym
 - Grass pitches (excluding playing cricket)
 - Cricket wicket (grass or artificial)
 - Committee rooms

9) **(If No to Q4)** Were the Council **to fund improvements** to a specific facility (listed below), either through significant redevelopment or refurbishment, would this encourage you to use the centre?

- Yes
- No
 - Reception Area
 - Sports Hall
 - Changing Rooms
 - Function room
 - Exercise class facilities
 - 3G Pitch
 - Paddling Pool
 - Tennis Court
 - Gym
 - Grass pitches (excluding playing cricket)
 - Cricket wicket (grass or artificial)
 - Committee rooms

Thinking about facilities in the future...

10) Were the Council to provide the following facilities or activities at the centre in future, would this increase your usage of the centre?

- Yes
- No
 - i. Disability sports
 - ii. Café
 - iii. Children's soft play
 - iv. Mini-golf
 - v. Indoor tennis
 - vi. Indoor football
 - vii. Outdoor children's splash pad / water play
 - viii. Dedicated exercise studio
 - ix. Spin Studio
 - x. Squash courts

11) Are there any other facilities you'd like the Council to consider providing at the leisure centre in future which would increase your usage of the centre?

- Free text

12) Provide email if you're happy to be contacted to discuss your answers further?

March 2024

ACTIVITY REPORT BY FRIENDS OF WOODFORD PARK

In past years the volunteers have normally resumed the regular Tuesday morning work at the beds during early February. This year we were very limited by the very wet weather. Having said that the beds and all areas maintained have not required a great deal of attention and received much praise by visitors to the park for looking so colourful. Some 60 Primroses have been added around the beds together with a Phormium and two Cotoneaster shrubs all purchased at reduced prices. In addition, some 144 Geranium plug plants are on order for growing on, prior to planting in a few months' time.

We have welcomed the attention by the maintenance staff to our request for the replacement of some of the broken wood edging around the main entrance from Headley Road to the Oakwood Centre. This additional need followed the corner edge being relined a few months ago. This area will now again receive some additional planting.

In our function of listening to public comments the leading concern remains the lack of decent paths in some areas of the park. The wet weather has certainly not helped this problem. What appears to be overlooked by the Council is the fact that the park is used as an access to the main Woodley centre for a large part of the residential area of Woodley. Since our bi-monthly meetings, held before the pandemic, it was a public concern that the main path by the car park of Coronation Hall has always completely flooded for a period after rain. This still remains the case.

Access into the park via Keane Close presents the public with mud in any direction. Likewise, the busy narrow path along by St Dominic's School floods and does not allow people to pass without walking in mud. None of these issues are seen to involve large expense in order to rectify in the short term.

Comments continue on the lack of replanting in the Garden of Remembrance and the abandoned beds at the Leisure Centre.

As always, the group is actively seeking new volunteers and welcome any referrals.

CORONATION SEATING ORCHARD

REPORT OF THE TOWN CLERK

Purpose of Report

To ask Members to consider the design of the Coronation Seating Orchard.

Background

£6,500 funding was allocated from the Capital Programme at the Full Council on 7 February 2023, for a commemorative seating project, celebrating the coronation of King Charles III. It was decided not to progress with the original seating proposal at that time and instead to ask officers to review the project design.

Proposal

Officers have come up with a design which incorporates commemorative seating within a new orchard and planted herb area – in the location of the existing orchard trees behind Coronation Hall. Indicative designs are attached at **APPENDIX A**. These show the style and layout rather than the final detailed design, which will be carried out by the Amenities Manager.

The garden design will enhance this area of the park and compliment the other planted areas of the Memorial Ground. Its proximity to Coronation Hall is also in keeping with the commemorative theme of the project.

The proposed design will include replanting the existing orchard trees that are in good condition (some are not thriving or have died), along with new fruit trees and a central herb garden.

Key features:

- Commemoration of the King's Coronation
Commemorative plaque/signage
- Community social space
Accessible and available for all
- Community resource
Fruit and herbs available for the community
- Sensory elements
Herbs, fruit and wildlife
- Biodiversity
Habitat for insects and birds

The proposal will be subject to approval from the Memorial Ground Charity Trustees (The Council), due to the location on part of the Memorial Ground. A request will be submitted to a meeting of the charity for consideration. Consultation will be carried out to cavass opinion of park users and residents in Halstead Close, as well as with the Carnival Committee in relation to any impacts on the event layout going forward.

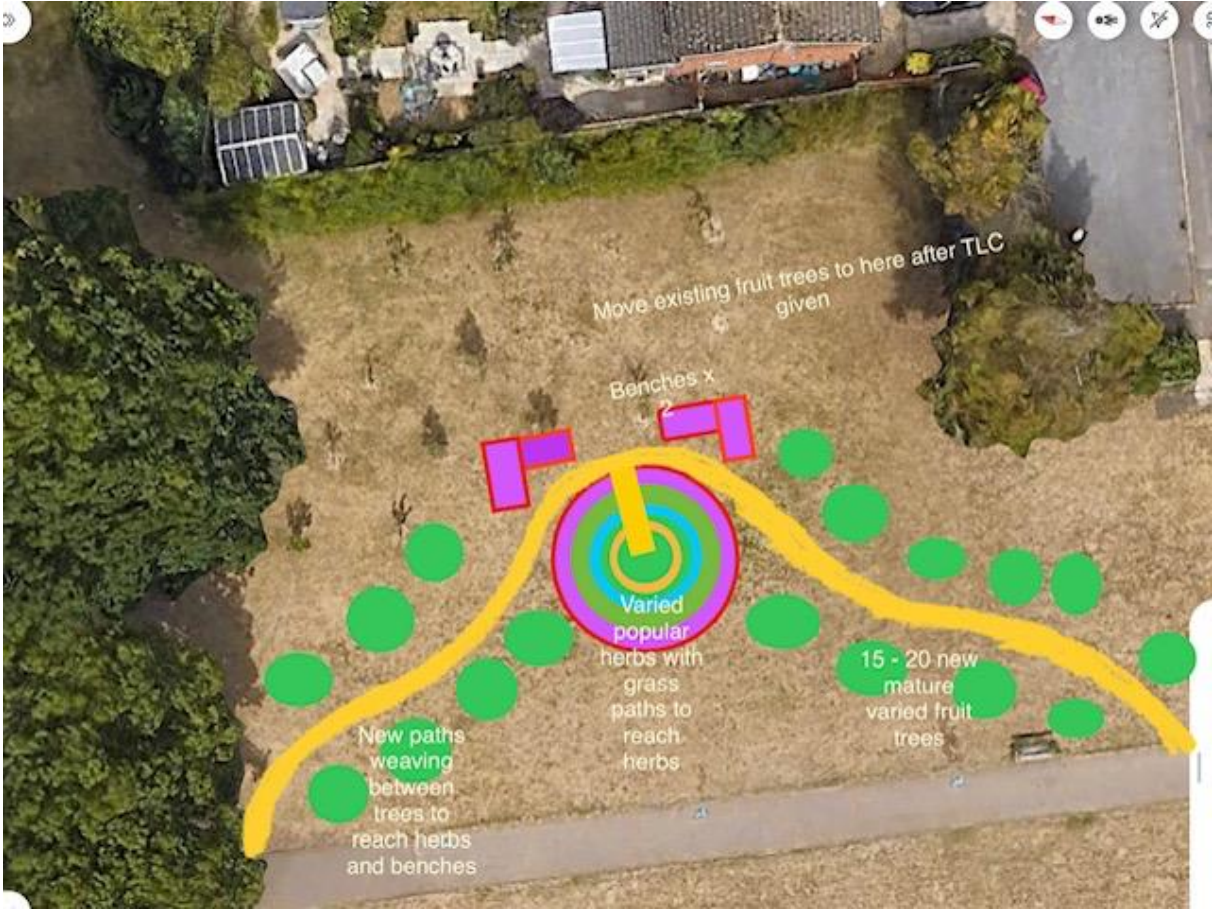
Impacts

Resource Impacts
Funding has already been allocated from the Capital Programme. The project can be delivered within the allocated budget.
Equality Impacts
Paths will be accessible. Space will be open to all park users.
Environmental Impacts
Beneficial impacts in terms of fruiting trees and plants / insect and bird habitat.

Recommendations

- ◆ **That Members note the contents of the report.**
- ◆ **That Members approve the overall design of the Coronation Seating Orchard**

Indicative design





OUTDOOR SPORTS HIRE RATES

REPORT OF THE TOWN CLERK

Purpose of Report

To ask Members to consider approving additional hire rates in relation to outdoor sports at Woodford Park Leisure Centre.

Background

Proposed charges in relation to leisure facilities are approved annually as part of the budget setting process. The charges in relation to outdoor sports for 2024/25, as approved by Full Council on 6 February 2024, are attached at **Appendix A**.

A recent internal audit highlighted rates which are applied to bookings that have not formally been approved as part of the budget setting process.

3G Pitch Partner Clubs Hire Rate

Since the inception of the Council's 3G pitch, partner clubs, which include Woodley United FC and Woodley Wanderers, have been charged the off-peak rate for pitch hire at all times. Peak rates are charged on all other bookings on weekdays between the hours of 6pm and the close of the centre.

Mini-Pitch Hire Rate

Historically, a 'mini-pitch' hire rate has been applied to smaller grass football pitch bookings for younger children, for whom a full pitch match rate was not deemed appropriate; this includes Berkshire Youth Development League matches on Saturday mornings. In 2023/24, the sum charged was £13.00 per hour.

Proposal

Officers are recommending the following hire rates are formally approved for 2024/25:

- (3G Pitch) Partner Club rate = £73.00 ph (equivalent to the approved off-peak rate)
- (Football & 3G Pitch) Mini-pitch rate = £13.00 ph

It is recommended that the mini-pitch rate be applied to both grass and 3G pitches to aid the Leisure Services Manager in optimising 3G pitch bookings.

Impacts

Resource Impacts
There is no resource impact as these rates have already been in operation.
Equality Impacts
There are no other negative equality impacts identified.
Environmental Impacts
There are no environmental impacts identified

Recommendations

- ◆ **That Members note the contents of the report.**
- ◆ **That Members recommend the introduction of hire rates, as set out in the report, to the Strategy & Resources Committee.**

OUTDOOR SPORTS

	2023/24	2024/25	Vat Status	Increase	Incr %
BOWLS (P/H)					
Peak (HH Member)	£ 5.00	£ 5.30	OTS	£ 0.30	6.0
Peak (Non Member)	£ 6.50	£ 6.80	OTS	£ 0.30	4.6
Off Peak (HH Member)	£ 3.50	£ 3.70	OTS	£ 0.20	5.7
Off Peak (Non Member)	£ 4.00	£ 4.20	OTS	£ 0.20	5.0

CRICKET					
Grass wicket (full day)	£ 135.00	£ 140.00	OTS	£ 5.00	3.7
Artificial wicket (full day)	£ 100.00	£ 105.00	OTS	£ 5.00	5.0
Grass wicket (evening)	£ 90.00	£ 95.00	OTS	£ 5.00	5.6
Artificial wicket (evening)	£ 70.00	£ 75.00	OTS	£ 5.00	7.1
Community rate (evening)	£ 37.00	£ 39.00	OTS	£ 2.00	5.4

FOOTBALL (per match)						
Adult (11vs11)	£ 75.00	£ 80.00	OTS	£ 5.00	6.7	Sports Park £74.00.
Under 18 (11vs11)	£ 40.00	£ 42.00	OTS	£ 2.00	5.0	Sports Park £49.50.

NETBALL (P/H)						
Peak	£ 23.00	£ 24.00	OTS	£ 1.00	4.3	Sports Park £35.50.
Off Peak	£ 18.00	£ 19.00	OTS	£ 1.00	5.6	Sports Park £28.50.

TENNIS (P/H)						
Peak (HH Member)	£ 8.00	£ 8.50	OTS	£ 0.50	6.3	Sports Park £8.50.
Peak (Non Member)	£ 13.00	£ 13.50	OTS	£ 0.50	3.8	South Reading £6.15. Loddon Valley £11.00. Sports Park £10.50.
Off Peak (HH Member)	£ 5.50	£ 5.80	OTS	£ 0.30	5.5	Sports Park £7.00.
Off Peak (Non Member)	£ 6.50	£ 6.80	OTS	£ 0.30	4.6	South Reading £6.15.

3G PITCH (P/H)						
Peak (full pitch)	£ 98.00	£ 100.00	OTS	£ 2.00	2.0	Sports Park £108.00 (11vs11).
Off Peak (full pitch)	£ 71.00	£ 73.00	OTS	£ 2.00	2.8	Sports Park £95.50 (11vs11).
Peak (5-a-side)	£ 41.00	£ 42.00	OTS	£ 1.00	2.4	South Reading £42.00 (anytime). Palmer Park £56.00. Sports Park £62.00. Goals £75.00.
Off Peak (5-a-side)	£ 28.00	£ 29.00	OTS	£ 1.00	3.6	Palmer Park £30.00. Sports Park £49.50. Goals £66.50.
Community (5-a-side)	£ 21.00	£ 21.50	OTS	£ 0.50	2.4	Goals £45.00 (Friday evening and weekend rate).